

AGENDA OF THE COMMON COUNCIL
City of Angola, Indiana
210 N. Public Square

Wednesday, July 5, 2023 – 7:00 p.m.

CALL TO ORDER BY MAYOR HICKMAN

1. Council Member roll call by Clerk-Treasurer Herbert.

Crum _____ Olson _____ Armstrong _____ Martin _____ McDermid _____

2. Remarks by Mayor Hickman
3. Request approval of the June 19 minutes. (attachment)

UNFINISHED BUSINESS

1. Ordinance No. 1732-2023. AN ORDINANCE AMENDING THE CITY OF ANGOLA, INDIANA EMPLOYEE HANDBOOK, EMPLOYEE BENEFITS – LEAVE PROGRAMS. (third reading) (attachment)
2. Public hearing regarding the proposed solid waste charge. Ordinance No. 1733-2023. AN ORDINANCE AMENDING THE ANGOLA MUNICIPAL CODE CHAPTER 8.05 SOLID WASTE. (monthly rate \$17.10) (second and third reading) (attachment)
3. Ordinance No. 1734-2023. AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF ANGOLA, INDIANA. (302 W. Gilmore) (second reading) (attachment)

NEW BUSINESS

1. Ordinance No. 1735-2024. AN ORDINANCE FIXING COMPENSATION OF APPOINTED OFFICERS, DEPUTIES, AND OTHER EMPLOYEES AND OF POLICE AND FIREFIGHTERS OF THE CITY OF ANGOLA, INDIANA FOR THE YEAR 2024. (first reading) (attachment)
2. Request approval for Police Department to sale on Govdeals.com a 2020 Dodge Durango (asset no. 8942).
3. Discussion regarding in-kind items for the Sheets Family Park.
4. Reports:
 - Clerk-Treasurer

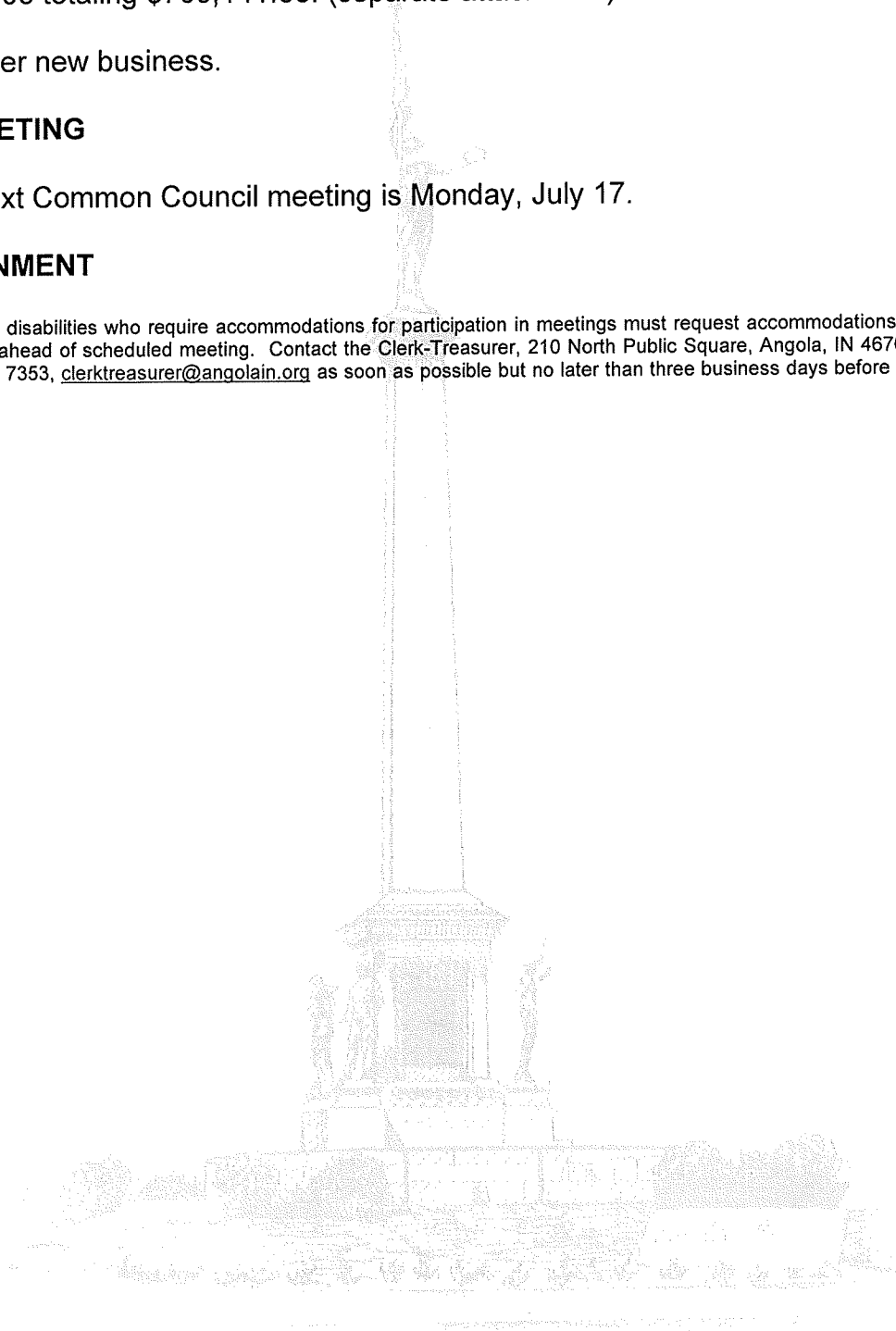
- Department heads
- 5. Request approval of the Allowance of Accounts Payable Vouchers 63580 through 63803 totaling \$709,141.33. (separate attachment)
- 6. Other new business.

NEXT MEETING

The next Common Council meeting is Monday, July 17.

ADJOURNMENT

Individuals with disabilities who require accommodations for participation in meetings must request accommodations at least three business days ahead of scheduled meeting. Contact the Clerk-Treasurer, 210 North Public Square, Angola, IN 46703, (260) 665-2514 extension 7353, clerktreasurer@angolain.org as soon as possible but no later than three business days before the scheduled event.



June 19, 2023

The regular meeting of the Common Council of the City of Angola, Indiana was called to order at 7:00 p.m. at City Hall, 210 North Public Square with Mayor Richard M. Hickman presiding. Council Members Gary L. Crum, David A. Olson, Kathleen G. Armstrong, David B. Martin, and Jerold D. McDermid answered roll. No council member was absent. Clerk-Treasurer Ryan P. Herbert recorded the minutes.

Among those present were City Attorney Kim Shoup, Economic Development and Planning Director Jennifer Barclay, City Engineer Amanda Cope, Chief of Police Ken Whitmire, Fire Chief Doug Call, Water Superintendent Tom Selman, Wastewater Superintendent Jeff Gaff, Park Superintendent Matt Hanna, and Human Resource Director Sue Essman.

Also, among those present were Jennifer Sharkey, David Roe, Ken Wilson, Isaac Lee, Sarah Funkhouser, Wade Stiefken, Beth Swary of WLKI, and Caitlynn Shipe of The Herald Republican.

APPROVAL OF THE MINUTES

Council Member McDermid moved to approve the June 5, 2023 minutes. Council Member Armstrong seconded the motion. The motion carried 5-0.

Minutes of the May 1 Board of Public Works and Safety meeting were presented for Council information.

UNFINISHED BUSINESS

Ordinance No. 1731-2023, AN ORDINANCE AMENDING THE ORDINANCE FIXING COMPENSATION OF APPOINTED OFFICERS, DEPUTIES, AND OTHER EMPLOYEES AND OF POLICE AND FIREFIGHTERS OF THE CITY OF ANGOLA, INDIANA FOR THE YEAR 2023, was read by title and presented to Council on second reading. Council Member Martin moved to approve. Council Member Armstrong seconded the motion. The motion carried 5-0. Ordinance No. 1731-2023, AN ORDINANCE AMENDING THE ORDINANCE FIXING COMPENSATION OF APPOINTED OFFICERS, DEPUTIES, AND OTHER EMPLOYEES AND OF POLICE AND FIREFIGHTERS OF THE CITY OF ANGOLA, INDIANA FOR THE YEAR 2023, was then read by title and presented to Council for third and final reading. Council Member Martin moved to approve. Council Member Armstrong seconded the motion. The motion to approve on third and final reading carried 5-0.

Ordinance No. 1732-2023, AN ORDINANCE AMENDING THE CITY OF ANGOLA, INDIANA EMPLOYEE HANDBOOK, EMPLOYEE BENEFITS – LEAVE PROGRAMS, was read by title and presented to Council on second reading. Council

Member Martin moved to approve. Council Member Crum seconded the motion. The motion carried 5-0.

NEW BUSINESS

Ordinance No. 1733-2023, AN ORDINANCE AMENDING THE ANGOLA MUNICIPAL CODE CHAPTER 8.05 SOLID WASTE, was read by title and presented to Council on first reading. Council Member Crum moved to approve. Council Member Olson seconded the motion. The motion carried 5-0.

Ordinance No. 1734-2023, AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF ANGOLA, INDIANA (302 W Gilmore), was read by title and presented to Council on first reading. Council Member Martin moved to approve. Council Member McDermid seconded the motion. The motion carried 5-0.

Resolution No. 2023-848, A RESOLUTION BY THE COMMON COUNCIL OF THE CITY OF ANGOLA, SRUEBEN COUNTY, INDIANA, DECLARING THE CITY WILL FUND PROJECT PLANNING AND UPDATE CURRENT DOWNTOWN PLAN IF IT IS OVER FIVE YEARS OLD, was read by title and presented to Council for approval. Council Member Olson moved to approve. Council Member McDermid seconded the motion. Discussion followed. The motion to approve carried 5-0

Executive Director of the Steuben County Economic Development Corporation Isaac Lee provided his annual presentation to Council. Lee's presentation included an overview of the county's economic environment over the last year, what they have accomplished, and plans for the next year. Council Member Martin moved to approve the 2024 funding request for the Steuben County Economic Development Corporation in the amount of \$62,500. Council Member Armstrong seconded the motion. The motion carried 5-0. Council Member Martin then moved to approve the 2024 Additional Funding Request (Additional Line-Item Allocation) Steuben County Economic Development Corporation in the amount of \$25,000. Council Member Crum seconded the motion. The motion carried 5-0.

Sarah Funkhouser addressed Council regarding the Sheets Family Park Project. Funkhouser gave an update on the project progress and fundraising efforts. Discussion was held regarding additional in-kind donations and work the city could provide to the project. Council Member Martin moved that in-kind material provided in an amount be budgeted in the amount not to exceed \$100,000 working through the City Engineer to identify work and materials that could be provided. Member Olson seconded the motion. The motion carried 5-0.

Council Member Armstrong moved to approve the Façade Grant Agreement with Maumee One, LLC for property located at 109 E Maumee St. in the amount not to exceed \$5,000. Council Member McDermid seconded the motion. The motion carried 5-0.

Clerk-Treasurer's Depository Statement and Cash Reconciliation for the month ending May 2023 was presented for Council information.

DEPARTMENT HEAD REPORTS

Economic Development and Planning Director Barclay reported that West Commons project is planning to break ground at the end of the week. Belle Tire has permits and should begin work in the next few weeks. The MakeMyMove program was launched and has had around 20 applicants already. The marketing team should be onsite within the next month. In-kind donations are being gathered for welcome packages. We are working with Nipsco regarding temporary gas fix on South Wayne.

Park Superintendent Matt Hanna reported that the Hubie Ashcraft concert is coming up on Friday. Food starts at 6:00 p.m. music at 7:00 p.m. Also, the Parks Department has launched the public input survey for the five-year master plan update. The survey is available on the city website and social media accounts and will also be mailed with utility bills at the end of July.

APPROVAL OF ACCOUNTS PAYABLE VOUCHERS

Council Member McDermid moved to approve the Allowance of Accounts Payable Vouchers 63339 through 663579 totaling \$819,569.95 which includes interfund transfers of \$156,046.99. Council Member Crum seconded the motion. The motion carried 5-0.

ADJOURNMENT

There being no further business, the meeting was considered adjourned at 7:48 p.m.

Richard M. Hickman, Mayor
Presiding Officer

Attest:

Ryan P. Herbert, Clerk-Treasurer

ORDINANCE NO. 1732-2023

AN ORDINANCE AMENDING THE
CITY OF ANGOLA, INDIANA EMPLOYEE HANDBOOK, EMPLOYEE
BENEFITS – LEAVE PROGRAMS

BE IT HEREBY ORDAINED by the Common Council of the City of Angola, Indiana that the Employee Handbook is being amended by the text of existing provisions in this style type, additions will appear in **this style type**, and deletions will appear in ~~this style type~~:

Section 1. Employee Benefits – Leave Programs- Personal Time Off (PTO) is amended to read as follows:

Personal Time Off (PTO)

Effective January 1, 2023, all full-time employees, **upon hire**, are provided paid time-off (PTO) leave in accordance with the following schedule:

Fire Department	1 st Quarter Hire	2 nd Quarter Hire	3 rd Quarter Hire	4 th Quarter Hire
PTO days	9	6	3	0
Police Department	1 st Quarter Hire	2 nd Quarter Hire	3 rd Quarter Hire	4 th Quarter Hire
PTO days	15	10	5	0
Dispatch	1 st Quarter Hire	2 nd Quarter Hire	3 rd Quarter Hire	4 th Quarter Hire
PTO days	12	8	4	0
All other employees	1 st Quarter Hire	2 nd Quarter Hire	3 rd Quarter Hire	4 th Quarter Hire
PTO days	6	4	2	0

Hire Dates

1st Quarter – January 1 through March 31

2nd Quarter – April 1 through June 30

3rd Quarter – July 1 through September 30

4th Quarter – October 1 through December 31

Fire department employees will be provided with nine (9) PTO days annually beginning January 1st.

Police department employees will be provided with fifteen (15) PTO days annually beginning January 1st.

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Dispatch employees will be provided with twelve (12) PTO days annually beginning January 1st.

All other full-time employees will be provided with six (6) PTO days annually beginning January 1st.

For the purpose of this policy, a day is equal to the number of hours an employee would work on a routinely scheduled day. Current PTO time balances are shown on your payroll stub.

Employees may take PTO leave in increments as little as one-quarter ($\frac{1}{4}$) hour.

At the request of your supervisor, employees should complete the Request for Leave form 11-018. Forms are available in your department or in the Human Resources folder on the Common Drive. Emergency requests for time-off should be discussed with your supervisor.

Approval of leave requests is the responsibility of your supervisor and is subject to the operational needs of the department. The City reserves the right to deny PTO requests when such time-off would interfere with busy times, limited staff or other circumstances which jeopardize the operations of the department.

PTO time does not carry forward to the next calendar year and must be taken prior to each January 1st. Employees are not permitted to work in the same job classification while on PTO for the purposes of receiving extra pay.

Employees who voluntarily resign from employment **or are the subject of reduction in force/layoff** will receive payment for any unused PTO time.

Employees who are involuntarily terminated from **employment due to disciplinary action documented through the Human Resources office** will not receive payment for any unused PTO time. ~~This does not apply in the case of reduction in force/layoff.~~

PTO leave is not considered work time and does not apply toward the calculation of overtime.

Section 2. Employee Benefits – Leave Programs- Sick Leave is amended to read as follows:

Sick Leave

The City provides a sick leave program for all full-time employees. The sick leave program is designed to assist the employee with the continuation of wages in the case of

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illness or injury. Employees are expected to manage their sick leave effectively to ensure a positive balance to provide a safety net if illness or injury should occur.

Employees will be credited with one (1) workday of sick leave for each full calendar month of work. Earned sick leave is credited to your "sick leave account" on the first of each month and current balances are shown on your payroll stub. Newly hired employees are awarded sick time beginning on the first of the month following their hire date.

For the purposes of this policy, a workday is equal to the number of hours an employee would work on a routinely scheduled workday.

Employees may take paid sick leave in increments as little as one-quarter (1/4) hour. Approval of leave requests is the responsibility of your supervisor.

Use of Paid Leave with FMLA: Generally, FMLA leave is unpaid. However, if an employee also has accrued paid leave available, and if the employee's leave request meets the requirements for use of that paid leave, the employee must use the available paid leave at the same time as the FMLA leave. Similarly, if an employee requests accrued paid leave for a purpose that is also covered by the FMLA, the employee must use FMLA leave at the same time as the paid leave. If the purpose for the leave would not ordinarily qualify as a reason to use the accrued paid leave, then the employee will not receive pay under that leave program while on FMLA.

The maximum balance allowable in an employee's sick leave account is ninety (90) workdays.

Paid sick leave may be requested for the following circumstances:

- Illness, injury, pregnancy or childbirth-related conditions of the employee which renders the employee unable to work,
- To provide care for a member of the employee's immediate family during illness, injury, pregnancy or pregnancy-related condition,
- Adoption or adoption-related obligations where the employee's presence is reasonably required, or
- Exposure of the employee or a member of the employee's immediate family to a contagious disease which could potentially jeopardize the health of the employee or others in the workplace.
- Medical, dental, vision or other health-related exams or appointments of the employee or a member of the employee's immediate family where the employee's presence is reasonably required, and the appointment could not be made during an employee's non-work time.
- In the event of a declared emergency. Refer to Page 30 of the Employee Handbook for information.

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For the purposes of this policy, immediate family is defined as the employee's spouse, child or stepchild, parent or stepparent, brother or brother-in-law, sister or sister-in-law, parent-in-law or child-in-law, grandparent or grandchild or in legal guardianship cases.

At the request of your supervisor, employees should complete a Request for Leave form 11-018. Forms are available in your department or on the Common Drive in the Human Resources folder.

The City reserves the right to request any and all appropriate documentation to substantiate any request or to investigate in order to approve payment of sick leave. Should investigation reveal improper, misleading or fraudulent use or paid sick leave, the employee will be subject to disciplinary action, up to and including discharge.

Employees who resign or retire **or the subject of reduction in force/layoff** from employment with the City are eligible to receive payment for any unused sick time at the rate of ten dollars (\$10.00) for each full day of unused sick time up to a maximum of ninety (90) days.

Employees who are involuntarily terminated from employment **due to documented disciplinary action through the Human Resources office** will not receive payment for any sick time. ~~This does not apply in the case of reduction in force/layoff.~~

Sick leave is not considered work time and does not apply toward the calculation of overtime.

Section 3. Employee Benefits – Leave Programs- Vacation is amended to read as follows:

Vacation

Effective January 1, 2023,* all full-time employees, except full-time firefighters and full-time dispatchers, receive paid vacation leave in accordance with the following schedule:

<u>Upon the completion of continuous service of:</u>	<u>Leave Time</u>
One (1) full year -----	1 week
Two (2) to four (4) years-----	2 weeks
Five (5) to nine (9) years -----	3 weeks
Ten (10) years to nineteen (19) years -----	4 weeks
Twenty (20) or more years -----	5 weeks

Full-time firefighters who work the 24-hour schedule receive paid vacation time in accordance with the following schedule:

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<u>Upon the completion of continuous service of:</u>	<u>Leave Time</u>
One (1) full year -----	6 days
Four (4) years to nine (9) years -----	10 days
Ten (10) years or more -----	16 days

Full-time dispatchers received paid vacation time in accordance with the following schedule:

<u>Upon the completion of continuous service of:</u>	<u>Leave Time</u>
One (1) full year -----	4 days
Two (2) to - four (4) years -----	8 days
Five (5) to nine (9) years -----	12 days
Ten (10) years to nineteen (19) years -----	16 days
Twenty (20) or more years -----	20 days

*Employees hired prior to January 1, 2023, will receive vacation time on their anniversary date in accordance with the above schedule.

For the purposes of this policy, a week is equal to the number of days an employee would work in a routinely scheduled workweek and a day is equal to the number of hours an employee would work on a routinely scheduled workday. Current vacation time balances are shown on your payroll stub.

Employees are encouraged to take vacation leave in one (1) week increments but may be taken in as little as one-quarter (1/4) hour.

At the request of your supervisor, employees should complete the Request for Leave form 11-018. Forms are available in your department or in the Human Resources folder on the Common Drive. Emergency requests for time-off should be discussed with your supervisor.

Approval to take leave is the responsibility of your supervisor and is subject to the operational needs of the department. The City reserves the right to deny vacation requests when such time-off would interfere with busy times, limited staff or other circumstances which jeopardize the operations of the department.

Vacation leave time does not carry forward and must be taken prior to the anniversary date when new vacation time is earned. Employees are not permitted to work in the same job classification during their vacation for the purposes of receiving extra pay.

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Employees who voluntarily resign from employment **or are the subject of reduction in force/layoff** will receive payment for any unused vacation time.

Employees who are involuntarily terminated from employment **due to documented disciplinary action through the Human Resources office** will not receive payment for any unused vacation time. ~~This does not apply in the case of reduction in force/layoff.~~

Vacation leave is not considered work time and does not apply toward the calculation of overtime.

This ordinance shall become effective following passage and adoption by the Common Council and approval by the Mayor.

DULY PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana, on the _____ day of June 2023 by the vote of ____ ayes and ____ nays.

Richard M. Hickman, Mayor
Presiding Officer

Attest:

Ryan P. Herbert, Clerk-Treasurer

This ordinance presented by me, the Clerk-Treasurer of the City of Angola, Indiana to the Mayor at the hour of _____ a.m./p.m. this _____ day of June 2023 2022.

Ryan P. Herbert, Clerk-Treasurer

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of June 2023.

Richard M. Hickman, Mayor

ORDINANCE NO. 1733-2023

**AN ORDINANCE AMENDING THE ANGOLA MUNICIPAL CODE
CHAPTER 8.05 SOLID WASTE**

WHEREAS, the City of Angola provides by contract curbside solid waste collection services to residential users;

WHEREAS, said contract cost per unit for residential users is \$17.09;

WHEREAS, the City provides administrative services for the billing and collection of said cost per unit;

THEREFORE, BE IT HEREBY ORDAINED by the Common Council of the City of Angola, Indiana that:

Section 1. Section 8.05.070 Charges and billing – Refusal to pay is amended to read as follows:

(A) Charge Establishment and Collection Power. The city is authorized and empowered to determine and fix a fair and reasonable charge to be made against every owner, occupant or lessee of property, and to establish a method of assessment and collection of these charges.

(B) Charge – Billing. Each owner, tenant or occupant of such residence shall pay to the city \$17.10 per month for such collection service, and such charge shall be added to and paid along with each utility bill. If there is no meter at any residence, the solid waste charge shall be billed to the owner, tenant, or occupant.

(C) Refusal to Pay Charges. In the event that the tenant, owner, or occupant refuses or neglects to pay the monthly charges for solid waste collection, the charges shall become an obligation of the property owner and may be filed as a lien against the property by the Clerk-Treasurer.

PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana, on the _____ day of July 2023 by the vote of _____ ayes and _____ nays.

Richard M. Hickman, Mayor
Presiding Officer

Attest:

Ryan P. Herbert, Clerk-Treasurer

ORDINANCE NO. 1733-2023

This ordinance presented by me, the Clerk-Treasurer of the City of Angola, Indiana to the Mayor at the hour of _____ a.m./p.m. this _____ day of July 2023.

Ryan P. Herbert, Clerk-Treasurer

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of July 2023.

Richard M. Hickman, Mayor

ORDINANCE NO. 1734-2023

**AN ORDINANCE AMENDING THE ZONING MAP OF THE
CITY OF ANGOLA, INDIANA**

SUMMARY

This ordinance amends the Zoning Map of the City of Angola, Indiana by changing the zoning of approximately .20-acre of land to High Density Multiple-Family Residential (R5) District. The property wholly includes Parcel ID 760626240627000012 and located at 302 W. Gilmore St.

WHEREAS, Ordinance No. 1286-2008, as amended, adopted an Official Zoning Map for the City of Angola, Indiana; and

WHEREAS, Indiana Code section §36-7-4-600 et. Seq provides for amendments to the zoning map of a municipality by ordinance of the municipality; and

WHEREAS, the City of Angola Plan Commission at its June 12, 2023 held a legally advertised Public Hearing; and

WHEREAS, the City of Angola Plan Commission, on June 12, 2023, heard input from the public and ultimately forwarded a *favorable recommendation* to the Angola Common Council of said real estate.

**NOW THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE
CITY OF ANOGOLA, INDIANA:**

THAT, the Zoning Map of the City of Angola shall be amended in the following manner:
The .20-acre parcel located at 302 W. Gilmore St. The legal description is attached hereto as Exhibit A.

The aforementioned tract of land shall officially be changed to the High Density Multiple-Family Residential (R5) District.

The tract of land is illustrated in Exhibit B, also attached hereto. The zoning change shall also apply to associated rights-of-way, to the centerline of the street.

BE IT FURTHER ORDAINED that the Ordinance be in full force and effect after its passage by the Common Council and after the occurrence of all other action required by law.

ORDINANCE NO. 1734-2023

PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana, this _____ day of _____, 2023.

Richard M. Hickman, Mayor

Attest:

Ryan Herbert, Clerk-Treasurer

This ordinance presented by me, the Clerk-Treasurer of the City of Angola, Indiana to the Mayor at the hour of _____ a.m./p.m. this _____ day of June 2023.

Ryan Herbert, Clerk-Treasurer

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of _____ 2023.

Richard M. Hickman, Mayor

ORDINANCE NO. 1734-2023

Exhibit A

~~CONVEYS AND WARRANTS TO:~~ The City of Angola, a political subdivision of the State of Indiana, the property described below located in Steuben County, Pleasant Township, State of Indiana, to wit:

Lot Numbered One Hundred Fifty-Seven (157) in the Plat of Gilmore's Addition to the Village (now City) of Angola, as recorded in Plat Book 1, Page 2, Steuben County Recorder's Office. The common address of said property is: 302 W. Gilmore Stret, Angola, IN 46703.

Exhibit B



ORDINANCE NO. 1735-2023

**AN ORDINANCE FIXING COMPENSATION OF APPOINTED OFFICERS,
DEPUTIES, AND OTHER EMPLOYEES AND OF POLICE AND
FIREFIGHTERS OF THE CITY OF ANGOLA, INDIANA FOR THE YEAR 2024**

WHEREAS, IC 36-4-7-3 and IC 36-4-7-4 governs the fixing of compensation of City appointed officers, deputies, and other employees;

WHEREAS, IC 36-8-3-3 governs the fixing of compensation of police and firefighters;

WHEREAS, funding is available, and the Common Council wishes to increase compensation of said appointed officers, deputies, other employees, police and firefighters for the year 2024;

NOW THEREFORE, be it hereby ORDAINED by the Common Council of the City of Angola, Steuben County, Indiana:

Section 1. From and after December 24, 2023 and continuing through December 14, 2024 the minimum and maximum compensation and pay schedule for appointed officers, deputies, and other employees and police and firefighters of the City of Angola shall be fixed as follows:

Office of the Clerk-Treasurer

Deputy Clerk	24.82 -	33.09 hourly
Deputy Payroll Clerk	23.14 -	30.85 hourly
Deputy Utility Clerk	22.30 -	28.61 hourly

Office of the Mayor

Board of Public Works & Safety Member		820.00 quarterly
Human Resource Director	2,208.32 -	2,944.43 biweekly
Administrative Assistant	21.46 -	28.61 hourly

Economic Development & Planning Department

Economic Development & Planning Director	2,208.32 -	2,944.43 biweekly
Planner	24.82 -	32.00 hourly
Permitting Coordinator	23.14 -	30.04 hourly
Community Coordinator	21.46 -	28.61 hourly

Information Technology Department

Systems Administrator	2,334.67 -	3,112.89 biweekly
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Law Department

City Attorney	1658.13 -	2,210.84 biweekly
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City Engineer	3,317.31 -	4,423.08 biweekly
Engineering Assistant	30.18 -	40.25 hourly
MS4/Engineering Assistant	25.39 -	33.86 hourly

Building & Safety Department

Building Commissioner	2,208.32 -	2,944.43 biweekly
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Fire Department

Fire Chief	2,248.88 -	2,998.50 biweekly
Battalion Chief	1,976.00 -	2,640.00 biweekly
Captain	1,896.80 -	2,529.08 biweekly
Lieutenant	1,821.01 -	2,428.02 biweekly
First Class Firefighter	1,745.22 -	2,326.96 biweekly
Firefighter	1,574.99 -	2,099.98 biweekly
PT Firefighter	11.25 -	15.00 hourly

Police Department

Chief of Police	2,248.88 -	2,998.50 biweekly
Assistant Chief of Police	2,146.51 -	2,890.63 biweekly
Sergeant	2,052.01 -	2,790.74 biweekly
Detective	2,012.63 -	2,737.19 biweekly
First Class Patrol Officer	1,896.80 -	2,579.66 biweekly
Patrol Officer	1,612.76 -	2,373.52 biweekly
Dispatcher	20.53 -	27.73 hourly
PT Patrol Officer	18.20 -	24.25 hourly
PT Dispatcher	16.54 -	22.00 hourly
PT Code Enforcement	15.00 -	20.00 hourly
PT School Crossing Guard	15.00 -	20.00 shift (am/pm)

Street Department

Street Commissioner	2,208.32 -	2,944.43 biweekly
Assistant Street Commissioner	23.64 -	31.53 hourly
Maintenance	21.77 -	28.81 hourly

Parks & Recreation Department

Park Superintendent	2,208.32 -	2,944.43 biweekly
Assistant Park Superintendent	23.64 -	31.53 hourly
Events and Marketing Coordinator	20.63 -	29.57 hourly
Maintenance	19.99 -	28.81 hourly
PT Recreation Staff	15.00 -	20.00 hourly

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Water Department

Water Superintendent	2,331.01 -	3,108.01 biweekly
Assistant Water Superintendent	25.79-	34.39 hourly
Certified Operator	23.18-	30.90 hourly
Operator	20.79 -	27.71 hourly

Wastewater Department

Wastewater Superintendent	2,331.01-	3,108.01 biweekly
Assistant Wastewater Superintendent	25.79-	34.39 hourly
Lab Technician/Pretreatment Coordinator	24.10 -	32.13 hourly
Certified Operator	23.18 -	30.90 hourly
Operator	20.79 -	27.71 hourly

Any Department

PT Assistant	15.00 -	20.00 hourly
PT Clerk	15.00 -	20.00 hourly
PT Operator	15.00 -	20.00 hourly
PT Maintenance	15.00 -	20.00 hourly
PT Seasonal Maintenance	15.00 -	20.00 hourly
Intern	0.00 -	20.00 hourly

Section 2. New and incumbent employees.

- (A) Except for employees of the Clerk-Treasurer, the Office of the Mayor will evaluate and approve appointed officers, deputies, and other employees and police and firefighters (employee) compensation. When establishing compensation, due consideration shall be given to the following:
- (1) the skills, qualifications, and training of the employee;
 - (2) the review and recommendation of the department head as documented on the Employee Performance Review; and
 - (3) any other factors as the Office of the Mayor deems important in establishing compensation.
- (B) The Clerk-Treasurer is hereby authorized to grant the above compensation to employees of the Office of Clerk-Treasurer. When establishing compensation, due consideration shall be given to the following:
- (1) the skills, qualifications, and training of the employee;
 - (2) the review and recommendation of the Clerk-Treasurer as documented on the Employee Performance Review.

Section 3. Compensation adjustments.

The Office of the Clerk-Treasurer shall be notified in writing by the Office of the Mayor of all employee compensation adjustments and the effective date.

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Section 4. Fire department.

- (A) Firefighters shall receive longevity pay over and above base salary, commencing January 1 following the completion of one full year of service. Years of service are determined on 12/31 of the prior year for the current year's longevity. Longevity compensation shall be computed by a percentage of the First Class Firefighter top rate fixed in the effective salary ordinance. The percentage is determined in accordance with the following schedule:

<u>Upon the completion of continuous service of:</u>	<u>Percentage</u>
One (1) full year to four (4) years-----	1%
Five (5) to nine (9) years-----	3%
Ten (10) to fourteen (14) years-----	5%
Fifteen (15) to nineteen (19) years-----	7%
Twenty (20) or more years-----	9%

- (B) The hourly rate of firefighters who are not exempt from the provisions of the Fair Labor Standards Act (FLSA) and who are working the 28-day work period shall
- (1) receive hourly rate based on 2,756 hours per salary ordinance year (13 28-day work periods times 212 hours); and
 - (2) receive overtime for all hours worked over 212 hours in a 28-day work period.
- (B) Compensation for full-time fire department firefighters will be as follows:
- (1) Firefighter (without minimum certifications*) - beginning with the hire date and continuing through the second year of continuous service with the Angola Fire Department. Start rate will be established by Human Resources and the Fire Chief, based on prior experience.
 - (2) First Class Firefighter (with minimum certifications *) - beginning with the hire date. Start rate will be established by Human Resources and the Fire Chief, based on prior experience.
- * Minimum Certifications: Firefighter I and II and EMR, NIMS 100,200,700&800, HazMat Operations.

Section 5. Police department.

- (A) Police department officers shall receive longevity pay over and above base salary, commencing January 1 following the completion of one full year of service. Years of service are determined on 12/31 of the prior year for the current year's longevity. Longevity compensation shall be computed by a percentage of the First Class Patrol Officer top rate fixed in the effective salary ordinance. The percentage is determined in accordance with the following schedule:

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<u>Upon the completion of continuous service of:</u>	<u>Percentage</u>
One (1) full year to four (4) years-----	1%
Five (5) to nine (9) years-----	3%
Ten (10) to fourteen (14) years-----	5%
Fifteen (15) to nineteen (19) years-----	7%
Twenty (20) or more years-----	9%

- (B) Full-time, non-exempt officers shall receive shift differential pay whose regular shift assignment is B or C shift of \$2,000 per year. Bi-weekly salary will be adjusted to reflect the shift differential. In the case of a mid-year shift reassignment, bi-weekly salary will be adjusted accordingly, beginning the first Sunday following reassignment. Shift differential will not apply in case of sporadic or temporary shift changes.
- (C) The hourly rate of police officers who are not exempt from the provisions of the Fair Labor Standards Act (FLSA) and who are working the 28-day work period shall
- (1) receive hourly rate for all hours over and above scheduled hours. Hourly rate is based on 2,223 hours per salary ordinance year (13 28-day work periods times 171 hours); and
 - (2) receive overtime for all hours worked over 171 hours in a 28-day work period.
- (D) Compensation for full-time police department officers will be as follows:
- (1) Patrol Officer – beginning with the hire date and continuing through the second year of continuous service with the Angola Police Department.
 - (3) First Class Patrol Officer – beginning with the third year of continuous service with the Angola Police Department.
 - (4) After completion of one year of continuous service as Patrol Officer, the Chief of Police may recommend First Class Patrol Officer status for an officer who has had previous full-time police experience of at least two years, has successfully completed the Indiana Law Enforcement Academy, and has displayed a level of performance with the department, which would warrant consideration. Such recommendation shall be carefully considered and must receive approval from the Office of the Mayor.
- (E) Upon the award of a federal or state grant for additional policing activities, police department officers who are voluntarily working additional policing activities during off-duty hours shall receive the hourly rate specified by the grant. If no hourly rate is specified by the grant, the officer shall be paid their hourly rate.
- (1) The term “Traffic Safety Education and Enforcement” includes activities with a primary purpose of educating the motoring public, bicyclists, and pedestrians, and enforcement of State

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Traffic Laws pertaining to them and their safety on all applicable thoroughfares

Traffic Safety Education and Enforcement Overtime is a volunteer work assignment that has been approved by Traffic Safety Education and Enforcement assignment and is in excess of the officers normally scheduled hours of work. Traffic Safety Education and Enforcement Overtime shall be paid at a rate two times that of the officer's regular hourly duty rate of pay regardless of the funding source.

- (F) Part-time School Crossing Guards will receive shift pay on regularly scheduled school days that are cancelled.

Section 6. Effective date.

This ordinance shall become and remain in full force and effect upon passage and adoption by the Common Council and approval by the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana, on the _____ day of August 2023 by the vote of ___ ayes and ___ nays.

Richard M. Hickman, Mayor
Presiding Officer

Attest:

Ryan P. Herbert, Clerk-Treasurer

This ordinance presented by me, the Clerk-Treasurer of the City of Angola, Indiana to the Mayor at the hour of _____ a.m./p.m. this _____ day of August 2023.

Ryan P. Herbert, Clerk-Treasurer

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This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of August 2023.

Richard M. Hickman, Mayor