

**ORDINANCE NO. 2025-26
OF THE TOWN COUNCIL OF THE TOWN OF ZIONSVILLE, INDIANA**

**AN ORDINANCE ESTABLISHING THE COMPENSATION TO BE PAID TO
OFFICIALS AND EMPLOYEES OF THE TOWN OF ZIONSVILLE, INDIANA
FOR CALENDAR YEAR 2026**

WHEREAS, Resolution 2014-11, Reorganization 2.0 (“Reorganization”) and specifically provision ZR2A21 states that subject to the approval of the Town Council of the Town of Zionsville (“Town Council”), the Mayor shall fix the compensation of each appointive officer, deputy and other employee of the Town of Zionsville (“Town”); and

WHEREAS, pursuant to Reorganization, the Town Council may reduce, but not increase, any compensation fixed by the Mayor; and

WHEREAS, compensation must be fixed not later than November 1 each year for the ensuing budget year; and

WHEREAS, compensation so fixed may be increased or decreased by the mayor for the year in which it is fixed; and

WHEREAS, the Town Council shall fix the compensation paid to each elected Town Officer; and

WHEREAS, the compensation of an elected town officer may not be changed in the year for which it is fixed, and may not be reduced to an amount below the amount fixed for the previous year; and

WHEREAS, the Town is committed to providing a competitive compensation program based on the experience, education, competencies, and contributions of each employee; and

WHEREAS, the Town has a need to create a new position titled Deputy Fire Marshal to provide additional support to the existing Fire Marshall in the areas of fire inspections, plan review, and other departmental programs; and

WHEREAS, the Town has a need to add the new position titles of Deputy Chief of Operations and Deputy Chief of Administration to replace the title of Deputy Chief in the Fire Department to more accurately represent the positions; and

WHEREAS, the Town has a need to add a new position title of Division Chief of Training and Safety in the Fire Department; and

WHEREAS, the Town will update the Division Chief position title to Division Chief of

Training and Safety to more accurately represent the position; and

WHEREAS, the Town has a need to add a new position title of Division Chief of Fleet Services in the Fire Department; and

WHEREAS, the Town will update the Division Chief position title to Division Chief of Fleet Services to more accurately represent the position; and

WHEREAS, the Town has a need to add a new position title of Division Chief of EMS in the Fire Department; and

WHEREAS, the Town will update the Division Chief position title to Division Chief of EMS to more accurately represent the position; and

WHEREAS, the Town has a need to add a new position title of Captain of Training in the Fire Department; and

WHEREAS, the Town will update the Captain position title to Captain of Training to more accurately represent the position; and

WHEREAS, the Town has a need to add a new position title of Captain of Planning in the Fire Department; and

WHEREAS, the Town will update the Captain position title to Captain of Planning to more accurately represent the position; and

WHEREAS, the Town has a need to add a new position title of Fleet Mechanic II; and

WHEREAS, the Town will update the Fleet Mechanic position title to Fleet Mechanic II in the Fire Department to allow for growth in the position and in the department; and

WHEREAS, the Town has a need to add a new position title of Captain of Administration in the Police Department; and

WHEREAS, the Town will update the Captain position title to Captain of Administration to more accurately represent the position; and

WHEREAS, the Town has a need to add a new position title of Captain of Operations in the Police Department; and

WHEREAS, the Town will update the Captain position title to Captain of Operations to more accurately represent the position.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Town Council of the Town of Zionsville, Indiana as follows:

Section 1. Salary and Wages. The 2026 positions and the salary and/or wages for the employees and elected officials of the Town of Zionsville are hereby set as detailed in attached Exhibit A and Exhibit B which are incorporated herein by reference. Full-time employees who work only part of 2026 shall be paid a prorated portion of the annual wage based upon work performed. The salary and/or wages in Exhibit A and Exhibit B do not include all forms of compensation and are therefore in addition to other forms of compensation and benefits as set forth in this Ordinance, other ordinances, or policies. The attached and incorporated 2026 Town of Zionsville Salary Administration Guidelines are hereby approved and adopted in its entirety.

Section 2. Employment. All employees shall be paid compensation set by the Mayor and according to this Ordinance and the attached 2026 Town of Zionsville Salary Administration Guidelines, Exhibit A. Unless otherwise mandated by statute, all employment with the Town is “at will” and subject to employment performance being satisfactory to the Mayor.

Section 3. Overtime. With the exception of firefighters and police officers, non-exempt employees working more than forty (40) hours during said workweek shall be compensated at the rate of one and one half (1 ½) times the normal hourly rate for hours worked more than forty (40) hours.

Section 4. Compensatory Time Off in Lieu of Overtime Pay. Employees may request compensatory time off in lieu of overtime which will be at the discretion of the department head. Compensatory time off, if granted, shall accrue at the rate of one and one-half (1 1/2) hours for each hour of overtime worked. Any overtime shall be in addition to the base salary and wage amounts referred to in Exhibit A. Employees for the Town of Zionsville who are exempt under the Fair Labor Standards Act (FLSA) shall not receive overtime pay except where specified in this ordinance.

Section 5. Non-Exempt Firefighters and Non-Exempt Police Officers. Non-Exempt firefighters work a twenty-one (21)-day, 144- hour pay period. Non-exempt firefighters will be paid overtime pay at the rate of one and one-half (1 ½) times their regular rate of pay for all hours worked more than 159 hours in a twenty-one -day period. Non-exempt police officers work a fourteen (14)-day pay period with varied shifts. Non-exempt police officers will be paid overtime pay at the rate of one and one-half (1 ½) times their regular rate of pay for all hours worked more than 86 hours in a fourteen (14)-day pay period. Non-FLSA overtime, also known as “gap time overtime,” will be paid at the normal hourly rate.

Section 6. Differential Pay for Exempt Employees Assigned to Special Training or Projects. Exempt-Salaried employees will receive differential pay while attending FBI Academy or while working special state or federal projects (e.g. Indiana Criminal Justice Institute (ICJI)) for each hour worked greater than forty (40) hours in the applicable payroll period, provided that the employee was required to work the additional hours during and as the result of an event. Differential pay will be calculated as the employee’s hourly rate (total yearly salary divided by two thousand and eighty (2080)) multiplied by one and one half (1 ½) for each hour worked during the declared emergency more than forty (40) hours per week.

Section 7. Emergency Differential Pay for Exempt Employees. Exempt-Salaried employees will receive emergency differential pay during a declared emergency for each hour worked greater than forty (40) hours in the applicable payroll period, provided that the employee was required to work the additional hours during and as the result of a declared emergency. For purposes of this section, a declared emergency includes dates (i) during which the Mayor has declared in writing a local disaster emergency for the Town of Zionsville (whether for some or all employees), (ii) during which the employee is activated as a member of the National Urban Search and Rescue Response System (e.g. Indiana Task Force 1) or similar federal or state emergency response unit. Emergency differential pay will be calculated as the employee's hourly rate (total yearly salary divided by two thousand and eighty (2080)) multiplied by one and one half (1 ½) for each hour worked during the declared emergency more than forty (40) hours per week.

Section 8. Mileage. Any employee using their personal vehicle while on official Town of Zionsville business is eligible to be reimbursed for mileage at the current IRS rate. No mileage reimbursement is allowed for attendance at meetings of local boards, councils, or commissions for meetings held within the Town of Zionsville.

Section 9. Longevity Pay. The Town of Zionsville Longevity Pay Guidelines – 2026 setting forth a benefit rewarding full-time employees based on years of service is attached hereto as Exhibit C and incorporated herein.

Section 10. Holidays. The schedule of holidays and dates celebrated by time off work for pay in 2026 is attached hereto as Exhibit D and incorporated herein.

Section 11. Benefits. All full-time employees shall be eligible to receive group health, dental and vision insurance, with the Town to pay a portion based upon the insurance option chosen by the employee.

Section 12. Boards and Commissions. Boards and Commissions shall be paid compensation set by the Mayor and according to this Ordinance and the attached 2026 Town of Zionsville Administration Guidelines, Exhibit A.

Section 13. Elected Officials. Elected Officials shall be paid compensation set by the Town Council and according to this Ordinance and the attached 2026 Town of Zionsville Salary Administration Guidelines, Exhibit B.

Section 14. Payments. Employees of the Town of Zionsville will be paid on a biweekly pay schedule. The Mayor of the Town of Zionsville will be paid on a biweekly pay schedule. Town Councilors, Prosecutor and Judge shall be paid their salary in twelve (12) equal installments on the last payday of the month. Plan Commission Members, Board of Zoning Appeals Members and Parks Board Members will be paid at the end of each year, or until they are no longer serving, by the Finance Department. Police Commissioners and Safety Board Members, who are also not members of the Town Council, shall be paid their per meeting rate for all meetings attended on the last payroll of the year.

Section 15. Construction of Clause Headings. The clause headings appearing herein have been provided for convenience and reference and do not purport and shall not be deemed to define, limit, or extend the scope or intent of the clause to which they appertain.

Section 16. Repeal of Conflicting Ordinances. The provisions of all other Town ordinances in conflict with the provisions hereof, if any, are of no further force or effect and are hereby repealed.

Section 17. Severability. If any part of this Ordinance shall be held invalid, such part shall be deemed severable and the invalidity thereof shall not affect the remainder of the Ordinance.

Section 18. Duration and Effective Date. The provisions of this Ordinance shall take effect January 1, 2026, following the date of its passage by the Town Council and signature by the Mayor in the manner prescribed by Ind. Code. § 36-5-2-10(a) and shall remain in full force and effect until December 31, 2026, unless subsequently amended by ordinance.

Introduced and filed on the ____ day of _____, 2025. A motion to consider on First Reading was sustained by a vote of ____ in favor and ____ opposed, pursuant to Indiana Code § 36-5-2-9.8.

DULY PASSED AND ADOPTED this ____ day of _____, 2025, by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by a vote of _____ in favor and __ opposed.

**TOWN COUNCIL OF THE TOWN OF ZIONSVILLE,
BOONE COUNTY, INDIANA**

	YEA Signature	NAY Signature
Jason Plunkett, President		
Brad Burk, Vice-President		
Tim McElderry, Member		
Craig Melton, Member		
Evan Norris, Member		
Sarah Esterline Sampson, Member		
Joseph Stein, Member		

I hereby certify that the foregoing Ordinance was delivered to Town of Zionsville Mayor John Stehr on the _____ day of _____ 2025, at _____ m.

ATTEST: _____
Amelia Anne Lacy,
Municipal Relations Coordinator

MAYOR'S APPROVAL

John Stehr, Mayor

DATE

MAYOR'S VETO

John Stehr, Mayor

DATE