

ORDINANCE NO. 2022-23
OF THE TOWN OF ZIONSVILLE, INDIANA

**AN AMENDED ORDINANCE ESTABLISHING THE COMPENSATION TO BE PAID TO OFFICIALS
AND EMPLOYEES OF THE TOWN OF ZIONSVILLE, INDIANA FOR CALENDAR YEAR 2022**
INDIANA CODE § 36-5-3-2(b)

WHEREAS, Ind. Code § 36-5-3-2(b) confers upon the Zionsville Town Council ("Town Council"), the power to provide reasonable compensation for Town of Zionsville ("Town") employees and elected officials; and

WHEREAS, the Town of Zionsville is committed to providing a competitive compensation program based on the experience, education, competencies, and contributions of each employee and has created salary ranges based on an established, market-based benchmarking process. Positions are benchmarked to other similar positions within the public and private sectors which reflect the market in which the Town is competing for talent.

WHEREAS, the Town Council adopted Ordinance No. 2021-12 establishing the compensation to be paid to officials and employees of the Town for calendar year 2022; and

WHEREAS, the Town Council adopted Ordinance No. 2021-15 amending the compensation to be paid to officials and employees of the Town for calendar year 2022; and

WHEREAS, the Town Council adopted Ordinance No. 2022-05 amending the compensation to be paid to officials and employees of the Town for calendar year 2022; and

WHEREAS, the Town Council adopted Ordinance 2022-12 amending the compensation to be paid to officials and employees of the Town for calendar year 2022; and

WHEREAS, the Town Council desires to further amend Ordinances No. 2021-12, 2021-15, 2022-05 and 2022-12 to reflect the Fire Department's intention to promote the current Executive Administrative Assistant to the position of Administrative Manager to more accurately represent the level of work performed; and

WHEREAS, no additional staffing is being added; and

WHEREAS, the pay grade of the position of Fleet Manager is misrepresented on the existing salary ordinance and will be changed from pay grade 28 to pay grade 30; and

WHEREAS, the annual base salary minimum, midpoints and maximums associated with pay grades 24,

26, 28, 30 and 34 have been redefined to better represent the reporting relationships and tiered positions within the same pay grade in the Fire Department and the Police Department; and

WHEREAS, the current salary ordinance needs to be amended to remove inapplicable language regarding a probationary period for Police Officer First Class and Police Officer Second Class.

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

Section 1. Wages. Attached hereto as Exhibit A and incorporated herein is the Town of Zionsville Pay Grade and Salary Administration Guidelines – 2022 setting forth the various positions within each Department and the annual wages for work performed in the calendar year 2022. Full-time employees who work only part of 2022 shall be paid a prorated portion of the annual wage based upon work performed. The attached and incorporated 2022 Town of Zionsville Pay Grade and Salary Administration Guidelines are hereby approved and adopted in its entirety.

Section 2. New Employees. All new full-time employees starting employment with the Town in 2022 shall be paid compensation according to this Ordinance and the attached 2022 Town of Zionsville Pay Grade and Salary Administration Guidelines. 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. Part-Time Employees. The hourly wage rate for all part-time employees of the Town shall be set by the Department Head and Human Resources up to the maximum hourly rate for such employees set forth in the 2022 Wage Schedule.

Section 4. Professional Services.

- a. All professional services for the Zionsville Advisory Plan Commission (“Plan Commission”), Zionsville Board of Zoning Appeals (“BZA”), Zionsville Parks and Recreation Board, Zionsville Redevelopment Commission, and other organizations under the statutory control of the Town Council shall be paid for their respective services as outlined and listed in each professional’s Contract for Services for the year 2022.
- b. All professional services shall be contracted for and obtained within the 2022 appropriation established by the Town Council.

Section 5. Work Hours and Attendance. For full-time employees, General Hours, Overtime, Compensatory Time Off and Work Hours for Police and Fire shall be outlined in the Zionsville Employee Handbook, as amended, incorporated herein by reference.

Section 6. Holidays. The schedule of holidays and dates celebrated by time off work for pay in 2022 is attached hereto as Exhibit B and incorporated herein.

Section 7. Insurance Benefit. 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 8. Secretary Appointments. The Clerk of the Town Court, Secretary of the Plan Commission and Secretary of the BZA are to be appointed by the body authorized by statute to make such appointments.

Section 9. 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 10. 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 11. 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 12. Duration and Effective Date The provisions of this Ordinance shall become and remain in full force and effect following the date of its passage and adoption upon its signature by the Town's executive in the manner prescribed by Ind. Code. § 36-5-2-10(a) and until December 31, 2022 or amended by subsequent ordinance.

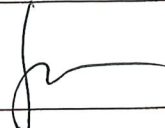
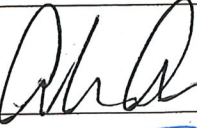
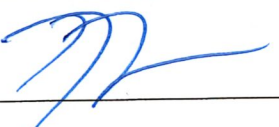
Introduced and filed on the 7th day of November, 2022. A motion to consider on First Reading was sustained by a vote of 7 in favor and 0 opposed, pursuant to Indiana Code § 36-5-2-9.8.

DULY PASSED AND ADOPTED this 21st day of Nov, 2022, by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by a vote of 7 in favor and 2 opposed.

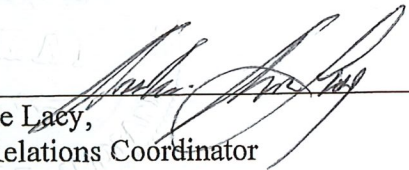
**TOWN COUNCIL OF THE TOWN OF ZIONSVILLE,
BOONE COUNTY, INDIANA**

**YEA
Signature**

**NAY
Signature**

Jason Plunkett President		
Brad Burk, Vice-President		
Alex Choi, Member		
Joe Culp, Member		
Josh Garrett, Member		
Craig Melton, Member		
Bryan Traylor, Member		

I hereby certify that the foregoing Ordinance was delivered to Town of Zionsville Mayor Emily Styron on the 21st day of November 2022, at 1030 ~~A~~m.

ATTEST: 
Amelia Anne Lacy,
Municipal Relations Coordinator

MAYOR'S APPROVAL

Emily Styron, Mayor

DATE

11/21/2022

MAYOR'S VETO

Emily Styron, Mayor

DATE

Attachment A
2022 Salary Ordinance
Town of Zionsville Pay Grade
and Salary Administration Guidelines

Department	Title	Stipend	Pay Grade	Annual Base Salary Minimum	Annual Base Salary Midpoint	Annual Base Salary Maximum
Administration	Mayor		38	\$107,154	\$127,370	\$147,535
	Deputy Mayor		38	\$107,154	\$127,370	\$147,535
	Executive Administrative Assistant		26	\$58,197	\$66,978	\$75,656
Finance and Records	Chief Financial Officer		36	\$99,650	\$117,109	\$134,568
	Deputy Chief Financial Officer		26	\$58,197	\$66,978	\$75,656
	Social Services Investigator		22	\$44,005	\$50,642	\$57,176
	Court Administrator		20	\$38,288	\$44,005	\$49,825
	Accounting Specialist		22	\$44,005	\$50,642	\$57,176
	Municipal Relations Coordinator		26	\$58,197	\$66,978	\$75,656
IT	IT Manager		32	\$86,683	\$101,794	\$117,007
	IT Support Manager		26	\$58,197	\$66,978	\$75,656
Human Resources	Director of Human Resources		36	\$99,650	\$117,109	\$134,568
	Benefits and Payroll Administrator		26	\$58,197	\$66,978	\$75,656
	Human Resource Coordinator - Part-time		20	\$38,288	\$44,005	\$49,825
Communications	Public Information Officer		26	\$58,197	\$66,978	\$75,656
Community and Economic Development	Director of Community and Economic Development		36	\$99,650	\$117,109	\$134,568
	Manager - Permitting and Inspections		28	\$66,978	\$76,983	\$87,091
	Manager - Planning		28	\$66,978	\$76,983	\$87,091
	Manager - Economic Development		28	\$66,978	\$76,983	\$87,091
	Planner I - Petitions (BZA)		26	\$58,197	\$66,978	\$75,656
	Planner I - Zoning		26	\$58,197	\$66,978	\$75,656
	Planner I - Economic Development		26	\$58,197	\$66,978	\$75,656
	Planner I - Plan Commission		26	\$58,197	\$66,978	\$75,656
	Permit Technician		24	\$50,642	\$58,197	\$65,855
	Building Inspector		28	\$66,978	\$76,983	\$87,091
	Building Inspector - Building and Fog		28	\$66,978	\$76,983	\$87,091
	Senior Inspector		28	\$66,978	\$76,983	\$87,091

Police

Chief of Police	36	\$99,650	\$117,109	\$134,568
Captain	34	\$93,166	\$109,451	\$125,787
Lieutenant	30	\$75,350	\$88,521	\$101,692
Sergeant	28	\$76,983	\$82,037	\$87,091
Corporal/Detective	28	\$66,978	\$71,980	\$76,983
Patrol Officer I	26	\$66,978	\$71,317	\$75,656
Patrol Officer II	26	\$58,197	\$62,587	\$66,978
Exec. Admin. Asst.	24	\$50,642	\$58,197	\$65,855
Admin. Asst./MAC Professional	22	\$44,005	\$50,642	\$57,176

Canine Officer Stipend \$3,600.00

Physical Fitness Stipend \$360.00

Special Response Team \$1,000.00

Crisis Negotiations Team \$1,000.00

Crime Scene Investigator \$1,000.00

Psychomotor Skills Instructor \$750.00

School Resources Officer \$750.00

Fatal Accident Reconstruction Team \$750.00

Field Training Officer \$750.00

Honor Guard \$500.00

Non-psychomotor Skills Instructor \$500.00

Car Seat Technician \$500.00

Bike Patrol \$500.00

LETB Generalist Instructor \$500.00

Mobile Field Force \$500.00

Special Event Pay (Per 1 hour) \$50.00

Maximum \$2,500, excluding canine and physical fitness

Fire

Chief of Fire	36	\$99,650	\$117,109	\$134,568
Asst. Chief of Fire	34	\$96,408	\$109,451	\$125,787
Deputy Chief	34	\$93,166	\$101,308	\$109,451
Battalion Chief	30	\$81,935	\$88,521	\$95,601
Division Chief	30	\$88,520	\$95,601	\$101,692
Captain	28	\$76,983	\$84,564	\$87,091
Lieutenant	28	\$71,981	\$76,983	\$84,564
Engineer	28	\$66,978	\$71,981	\$76,983
Firefighter III	26	\$58,197	\$66,978	\$75,656
Firefighter II	24	\$58,197	\$63,940	\$65,855
Firefighter I	24	\$50,642	\$54,419	\$58,197
Probationary FF	22	\$44,005	\$50,642	\$57,176
EMS Manager	30	\$88,520	\$95,601	\$101,692
Fire Marshall	34	\$96,166	\$101,308	\$109,451
Fleet Manager	30	\$75,350	\$88,521	\$101,692
Fire Inspector	26	\$58,197	\$66,978	\$75,656
Public Educator	24	\$50,642	\$58,197	\$65,855
Administrative Manager	26	\$58,197	\$66,978	\$75,656

	Admin. Asst./MAC Professional	22	\$44,005	\$50,642	\$57,176
	Paramedic Annual Stipend		\$4,000.00		
	Engineer/Lieutenant Rideout Pay (per 12 hour shift)		\$15.00		
	FF/Lieutenant Rideout Pay (per 12 hour shift)		\$22.00		
	FF/Engineer Rideout Pay (per 12 hour shift)		\$6.00		
	Ambulance Rideout Pay (per 12 hour shift)		\$10.00		
	B/C Rideout Pay (per 12 hour shift)		\$20.00		
	CPR Instructor Pay (Per 1 hour)		\$50.00		
	Special Event Pay (Per 1 hour)		\$50.00		
	Special Position Maximum Annual Stipend		\$1,200.00		
Department of Public Works	Director of Department of Public Works	36	\$99,650	\$117,109	\$134,568
	Right-of-Way Manager	24	\$50,642	\$58,197	\$65,855
	Exec. Admin. Asst.	24	\$50,642	\$58,197	\$65,855
Engineering	Engineering Supervisor	32	\$86,683	\$101,794	\$117,007
	Engineer	28	\$66,978	\$76,983	\$87,091
Wastewater	Supervisor of Wastewater	28	\$66,978	\$76,983	\$87,091
	Chief Operator	26	\$58,197	\$66,978	\$75,656
	Plant and Lift Station Manager	24	\$50,642	\$58,197	\$65,855
	Asst. Maint and Lead Operator	24	\$50,642	\$58,197	\$65,855
	Lab Manager	24	\$50,642	\$58,197	\$65,855
	Collection Operator	22	\$44,005	\$50,642	\$57,176
	Lab Technician	22	\$44,005	\$50,642	\$57,176
	Plant Operator	22	\$44,005	\$50,642	\$57,176
	Wastewater Administrative Mgr. Billing	26	\$58,197	\$66,978	\$75,656
	Administrator/MAC Professional	22	\$44,005	\$50,642	\$57,176
Streets	Supervisor of Streets	28	\$66,978	\$76,983	\$87,091
	Team Lead	24	\$50,642	\$58,197	\$65,855
	Technician	22	\$44,005	\$50,642	\$57,176
Stormwater	Supervisor of Stormwater	28	\$66,978	\$76,983	\$87,091
	Sr Stormwater Tech	24	\$50,642	\$58,197	\$65,855
	Stormwater Tech	22	\$44,005	\$50,642	\$57,176
Facilities	Facilities Manager	28	\$66,978	\$76,983	\$87,091

Parks and Recreation	Superintendent	36	\$99,650	\$117,109	\$134,568
	Director of Maintenance Services	28	\$66,978	\$76,983	\$87,091
	Director of Recreational Services	28	\$66,978	\$76,983	\$87,091
	Park Technician	22	\$44,005	\$50,642	\$57,176
	Park Naturalist	22	\$44,005	\$50,642	\$57,176
	Golf Course Manager	22	\$44,005	\$50,642	\$57,176
	Admin. Asst./MAC Professional	22	\$44,005	\$50,642	\$57,176
	Golf Course Maintenance	18	\$33,999	\$39,104	\$44,209
	Seasonal Parks Maintenance	18	\$33,999	\$39,104	\$44,209
	Golf Pro Shop Staff	16	\$30,834	\$34,714	\$38,594

Part-time Rate All Departments (maximum rate) \$50.00
project-based, permanent and intermittent

Bonus All Departments
Project bonus for exemplary leadership of project or spot bonus for a specific behavior, action, or result. Up to 5% of salary, Maximum \$3,000

Premium Pay Eligible Members of the Zionsville Fire Department and Zionsville Police Department, pursuant to Ordinance 2022-04
To respond to eligible workers performing essential work during the COVID-19 public health emergency. Up to \$5,000.00 not to exceed \$13.00/hour of work performed

Premium Pay Eligible Members of the Planning, DPW, IT, Facilities and Parks and Recreation Departments, pursuant to Ordinance 2022-11.
To respond to eligible workers performing essential work during the COVID-19 public health emergency. Up to \$5,000.00 not to exceed \$13.00/hour of work performed

Attachment B
2022 Salary Ordinance
Town of Zionsville
Schedule of Holidays 2022

New Year's Day	Friday, December 31, 2021
Martin Luther King Jr. Day	Monday, January 17, 2022
Presidents' Day	Monday, February 21, 2022
Primary Election	Tuesday, May 3, 2022
Memorial Day	Monday, May 30, 2022
Juneteenth Independence Day	Monday, June 20, 2022
Independence Day	Monday, July 4, 2022
Labor Day	Monday, September 5, 2022
General Election	Tuesday, November 8, 2022
Veteran's Day	Friday, November 11, 2022
Thanksgiving Day	Thursday, November 24, 2022
Day after Thanksgiving Day	Friday, November 25, 2022
Christmas Eve	Friday, December 23, 2022
Christmas Day	Monday, December 26, 2022

In addition to the schedule above, employees shall receive two additional "floating holidays" which may be taken by the employee at any time during the calendar year subject to prior approval by their Department head.