

ORDINANCE NO. 2023-28
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 2024**
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 is committed to providing a competitive compensation program based on the experience, education, competencies, and contributions of each employee; and

WHEREAS, the Department of Public Works intends to create the position of Senior Team Lead in order to provide additional support to Department of Public Works programs; and

WHEREAS, the Department of Public Works intends to create the position of Construction Inspector to inspect new construction and infrastructure under the purview of Department of Public Works programs.

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 2024 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 which is incorporated herein by reference. Full-time employees who work only part of 2024 shall be paid a prorated portion of the annual wage based upon work performed. The salary and/or wages in Exhibit A does not include all forms of compensation and is therefore in addition to other forms of compensation and benefits as set forth in this Ordinance, other ordinances, or policies. The attached and incorporated 2024 Town of Zionsville Salary Administration Guidelines are hereby approved and adopted in its entirety.

Section 2. Council and Boards. Zionsville Town Councilors, , Plan Committee Members, Board of Zoning Appeals Members and Parks Board Members shall be paid their salary in twelve (12) equal installments on the last payday of the month.

Section 3. New Employees. All new full-time employees starting employment with the Town in 2024 shall be paid compensation according to this Ordinance and the attached 2024 Town of Zionsville 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 4. 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 attached 2024 Town of Zionsville Salary Administration Guidelines.

Section 5. Biweekly Payments. With the exception of Town Councilors, Plan Committee Members, Board of Zoning Appeals Members and Parks Board Members, all other employees of the Town of Zionsville will be paid on a biweekly pay schedule.

Section 6. Overtime. With the exception of firefighters and police officers, non-exempt employees working more than forty (40) hours during said work period shall be compensated at the rate of one and one half (1 ½) times the normal hourly rate for hours worked in excess of forty (40) hours. Non-exempt firefighters work a 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 in excess of 159 hours in a 21-day period. Non-exempt police officers work a 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 in excess of 86 hours in a 14-day pay period. 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 in Exhibit A. Employees for the Town of Zionsville who are exempt under the Fair Labor Standards Act (FLSA) shall not receive overtime pay.

Section 7. 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 8. Holidays. The schedule of holidays and dates celebrated by time off work for pay in 2024 is attached hereto as Exhibit B and incorporated herein.

Section 9. Longevity Pay. The Town of Zionsville Longevity Pay Guidelines – 2024 setting forth a benefit rewarding full-time employees based on years of service is attached hereto as Exhibit C 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. 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 13. 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 14. 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 15. Duration and Effective Date The provisions of this Ordinance shall take effect January 1, 2024, 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, 2024, unless subsequently amended by ordinance.

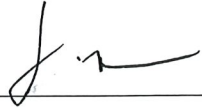
Introduced and filed on the 6th day of November, 2023. A motion to consider on First Reading was sustained by a vote of 6 in favor and 0 opposed, pursuant to Indiana Code § 36-5-2-9.8.

DULY PASSED AND ADOPTED this 10th day of Nov., 2023, by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by a vote of 6 in favor and 0 opposed.

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

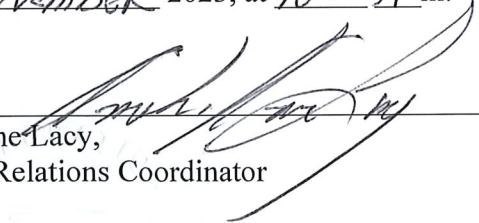
**YEA
Signature**

**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 20th day of November 2023, at 10:30 A m.

ATTEST:


Amelia Anne Lacy,
Municipal Relations Coordinator

Ordinance 2023-28

MAYOR'S APPROVAL

Emily Styron, Mayor



DATE

11/27/23

MAYOR'S VETO

Emily Styron, Mayor

DATE

Exhibit A
2024 Salary Ordinance
Town of Zionsville
Salary Administration Guidelines

Department	Title	Stipend	2024 Maximum Base Salary for Position
Mayor	Mayor		\$146,262
Administration	Deputy Mayor		\$142,798
	Executive Administrative Assistant to Mayor		\$75,091
Finance and Records	Director of Finance and Records		\$131,294
	Deputy Director of Finance and Records		\$74,881
	Municipal Relations Coordinator		\$83,200
	Account and Asset Control Specialist		\$69,680
	Account Specialist		\$63,904
	Court and Social Services Administrator		\$55,120
IT	IT Manager		\$114,124
	IT Support Manager		\$76,546
	Audio Visual Support Tech		\$58,298
Human Resources	Director of Human Resources		\$131,294
	Benefits and Payroll Administrator		\$75,091
	Human Resource Coordinator		\$62,733
Communications	Public Information Officer		\$75,116
Community and Economic Development	Director of Community and Economic Development		\$131,294
	Senior Inspector		\$86,308
	Manager - Permitting and Inspections		\$86,308
	Manager - Planning		\$86,308
	Manager - Economic Development		\$86,308
	Building Inspector		\$86,308
	Building Inspector - Building and Fog		\$86,308
	Senior Planner		\$75,843
	Associate Planner		\$75,091
	Assistant Planner		\$65,458
	Permit Technician		\$68,792
	Zoning Technician		\$65,586
Police	Chief of Police		\$131,294
	Captain		\$122,709
	Lieutenant		\$99,243
	Sergeant		\$91,974
	Corporal		\$84,021
	Patrol Officer 1		\$79,955
	Patrol Officer 2		\$73,258
	Exec. Admin. Asst.		\$65,246

Admin. Asst./MAC Professional	\$55,162
Master Designation	\$6,500.00
Canine Officer Stipend	\$3,650.00
Investigator	\$2,500.00
Tier 1 - Highly Specialized Teams	
Special Response Team, Crisis	
Negotiations, Crime Scene, Task Force	\$1,000.00
Tier 2 - Specialized Skills	\$750.00
Psychomotor Skills Instructor, School	
Resource Officer, Field Training Officer	
Tier 3 - General	\$500.00
Physical Fitness, Honor Guard, Non-	
psychomotor Skills Instructor, Car Seat	
Technician, Bike Patrol, LETB Generalist	
Instructor, Mobile Field Force, Bilingual	\$500.00
Special Event Pay (Per 1 hour)	\$50.00
Per Hour Shift Differential - weekend, evening	\$1.00
Professional Education	
30 credit hours	\$500.00
Associates Degree	\$1,000.00
Bachelor's Degree	\$2,000.00
Master's Degree	\$2,500.00
Doctorate	\$3,000.00
<i>Professional Education Maximum - Only</i>	
<i>one Professional Education Stipend may be</i>	
<i>awarded per employee</i>	
<i>Maximum \$2,500 per employee, excluding</i>	
<i>Master Designation, Canine, Physical Fitness,</i>	
<i>SRO, Investigation, Prof Educ.</i>	
Fire	
Chief of Fire	\$131,294
Deputy Chief	\$117,989
Fire Marshal	\$109,210
Division Chief	\$107,181
EMS Manager	\$107,181
Fleet Manager	\$107,181
Battalion Chief	\$99,243
Captain	\$94,807
Lieutenant	\$86,308
Engineer	\$80,700
Firefighter III	\$77,071
Fire Inspector	\$78,479
Administrative Manager	\$75,091
Firefighter II	\$72,871
Public Educator	\$66,202
Firefighter I	\$65,246
Probationary FF	\$61,048
Admin. Asst./MAC Professional	\$59,020
Fleet Mechanic	\$61,247
Paramedic Annual Stipend	\$5,200.00
Engineer/Lieutenant Rideout Pay (per 12 hour	
shift)	\$21.00
FF/Lieutenant Rideout Pay (per 12 hour shift)	\$26.00
FF/Engineer Rideout Pay (per 12 hour shift)	\$13.00

Ambulance Rideout Pay (per 12 hour shift)	\$15.50
B/C Rideout Pay (per 12 hour shift)	\$26.00
CPR Instructor Pay (Per 1 hour)	\$50.00
Special Event Pay (Per 1 hour)	\$50.00
Holiday Pay (per 24 hour shift)	\$210.00
CDL Stipends (Fleet Services Only)	\$1,750.00
Tier 1 - Specialty Position Leadership Status	\$1,500.00
Honor Guard, Shift Training, Recruitment, Peer Support, Technology Support	
Tier 2 - Special Position Member	\$500.00
Honor Guard, Peer Fitness, Peer Support, Recruitment, Committees (Awards, Safety, EMS, SOG, Apparatus), Mentor, Bilingual	
Professional Education	
30 credit hours	\$500.00
Associates Degree	\$1,000.00
Bachelor's Degree	\$2,000.00
Master's Degree	\$2,500.00
Doctorate	\$3,000.00
<i>Professional Education Maximum - Only one Professional Education Stipend may be awarded per employee</i>	
<i>Maximum \$2,500 per employee, excluding Paramedic and Prof Educ.</i>	

**Department of Public
Works**

Director of Department of Public Works	\$131,294
Right-of-Way Manager	\$69,177
Exec. Admin. Asst.	\$65,303
Safety Committee Stipend	\$1,500
CDL Stipend	\$1,750

Engineering

Engineering Supervisor	\$114,333
Engineer	\$90,481
Construction Inspector	\$86,308

Wastewater

Supervisor of Wastewater	\$91,933
Chief Operator	\$78,682
Wastewater Administrative Mgr.	\$75,091
Lab Manager	\$69,959
Plant and Lift Station Manager	\$65,246
Asst. Maint and Lead Operator	\$68,489
Collection Operator	\$56,777
Plant Operator	\$60,631
Lab Technician	\$58,298
Billing Administrator/MAC Professional	\$56,777
IDEM Wastewater License Class I	\$1,000
IDEM Wastewater License Class II	\$1,000
IDEM Wastewater License Class III	\$1,500
IDEM Wastewater License Class IV	\$2,500
IWEA Collection System Operator Class I	\$750
IWEA Collection System Operator Class II	\$750
IWEA Collection System Operator Class III	\$750
IWEA Collection System Operator Class IV	\$750

Streets

Supervisor of Streets	\$88,049
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	Senior Team Lead	\$78,000
	Team Lead	\$73,302
	Technician	\$61,998
Stormwater	Supervisor of Stormwater	\$91,620
	Sr Stormwater Tech	\$72,260
	Stormwater Tech	\$64,106
Facilities	Facilities Manager	\$89,246
	Facilities Tech	\$57,200
Parks and Recreation	Superintendent	\$131,294
	Director of Maintenance Services	\$86,308
	Director of Recreational Services	\$86,308
	Park Maintenance Tech Team Lead	\$67,060
	Golf Course Manager	\$56,777
	Naturalist	\$58,206
	Park Maintenance Tech	\$56,777
	Natural Resource Tech	\$56,777
	Recreational Coordinator	\$56,777
	Admin. Asst./MAC Professional	\$56,777
	Golf Course Team Lead	\$44,209
	Golf Course Maintenance	\$39,104
	Seasonal Parks Maintenance Tech	\$39,104
	Seasonal Recreational Services Asst.	\$34,714
	Golf Pro Shop Staff	\$34,714
Part-time Rate	All Departments (maximum rate)	\$50
	<i>Includes professional, project-based, internships, permanent and intermittent</i>	
Bonus	All Departments	
	<i>Project bonus for exemplary leadership of project or spot bonus for a specific behavior, action, or result.</i>	Up to 5% of salary, Maximum \$3,000
Court	Judge	\$6,000
	Prosecutor	\$220 per session
Council/Boards	Town Council President	\$10,000
	Town Council Member	\$5,000
	Plan Committee Member	\$480
	BZA Member	\$480
	Parks Board	\$480
	Police Commissioner	\$25 per meeting

Exhibit B
Town of Zionsville
Schedule of Holidays 2024

New Year's Day	Monday, January 1, 2024
Martin Luther King Jr. Day	Monday, January 15, 2024
Presidents' Day	Monday, February 19, 2024
Primary Election	Tuesday, May 7, 2024
Memorial Day	Monday, May 27, 2024
Juneteenth Independence Day	Wednesday, June 19, 2024
Independence Day	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024
General Election	Tuesday, November 5, 2024
Veteran's Day	Monday, November 11, 2024
Thanksgiving Day	Thursday, November 28, 2024
Day after Thanksgiving Day	Friday, November 29, 2024
Christmas Eve	Tuesday, December 24, 2024
Christmas Day	Wednesday, December 25, 2024

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.

Attachment C
2024 Salary Ordinance
Town of Zionsville
Longevity Pay

Longevity Pay Schedule			
Start date	# of years	Payment amount	Per year
	1	\$0.00	\$200.00
	2	\$0.00	\$200.00
	3	\$0.00	\$200.00
January 1	4	\$800.00	\$200.00
	5	\$1,000.00	\$200.00
	6	\$1,200.00	\$200.00
	7	\$1,400.00	\$200.00
	8	\$1,600.00	\$200.00
	9	\$1,800.00	\$200.00
January 1	10	\$2,025.00	\$225.00
	11	\$2,250.00	\$225.00
	12	\$2,475.00	\$225.00
	13	\$2,700.00	\$225.00
	14	\$2,925.00	\$225.00
	15	\$3,150.00	\$225.00
	16	\$3,375.00	\$225.00
	17	\$3,600.00	\$225.00
	18	\$3,825.00	\$225.00
	19	\$4,050.00	\$225.00
January 1	20	\$4,300.00	\$250.00
	21	\$4,550.00	\$250.00
	22	\$4,800.00	\$250.00
	23	\$5,050.00	\$250.00
	24	\$5,300.00	\$250.00
	25	\$5,550.00	\$250.00
			\$5,550.00

1. Maximum annual payout per individual is \$5,550.
2. Employee must complete 3 years before payout begins.
3. All years worked will count towards longevity pay, when eligible.
4. Longevity pay is added to annual salary to determine hourly rate.