

ORDINANCE 1895

AMENDMENT #1 TO THE 2023 SALARY ORDINANCE

WHEREAS, The Town Council adopted Ordinance 1890 which established the 2023 Pay Plan for the Town of Munster at their meeting of December 19, 2022; and

WHEREAS, The Town Council believes in paying employees fairly and equitably; and

WHEREAS, It is necessary from time to time to add, subtract, modify, correct, or otherwise amend the terms of an adopted ordinance; now, therefore, be it

ORDAINED, By the Town Council of the Town of Munster, Lake County, Indiana, that Ordinance 1890 be amended by changing the following.

1. Increasing the number of Police Officers in PD Grade 10 from 30 to 31. This brings the total number of Sworn Officers, including the Police Chief, to 43.
2. Correct two scrivener's errors on Exhibit D: Distribution of Payroll by Fund.
 - a. the omission of the Maintainer IV-Parks position
 - b. the Grade number for the Chief of Police position

ADOPTED AND PASSED this ____ day of _____ 2023, by a vote of ____ in favor and ____ opposed.

**TOWN COUNCIL OF THE TOWN OF MUNSTER,
LAKE COUNTY INDIANA**

Chuck Gardiner, President

ATTEST:

Wendy Mis, Clerk-Treasurer

ORDINANCE 1895
EXHIBIT B
PAY STEP AND GRADE FOR SWORN POLICE OFFICERS

Grade	Position Title	Department	Description	Authorized Personnel	Pay Rate	Frequency
PD 10.1	Probationary Police Off.	Police Dept.	Year 1	31 total for all five PD 10 titles	\$ 24.93	hourly
PD 10.2	2nd Class Police Officer	Police Dept.	Year 2		\$ 30.23	hourly
PD 10.3	1st Class Police Officer	Police Dept.	Start of yr. 3 w/ Munster PD. Or Yr. 1 as Lateral Hire		\$ 31.13	hourly
PD 10.4	1st Class Regular Off.	Police Dept.	Start of yr. 6 w/ Munster PD.		\$ 32.78	hourly
PD 10.5	1st Class Veteran Off.	Police Dept.	Start of yr. 10 w/Munster PD.		\$ 35.50	hourly
*PD 10.6	Special 1st Class Off.	Police Dept.	After 34 yrs. LE & 20 yrs. w/Munster	Pension Salary	\$37.60 + 20 yr. Longevity	hourly
PD 13.1	Sergeant	Police Dept.	Starting	9 total for all 3 titles	\$ 37.34	hourly
PD 13.2	1st Class Sergeant	Police Dept.	Start of yr. 6 as Sgt.		\$ 38.96	hourly
PD 13.3	Veteran Sergeant	Police Dept.	Start of yr. 10 as Sgt.		\$ 40.58	hourly
PD 16.2	1st Class Lieutenant	Police Dept.	Starting	2 total for both titles	\$ 3,571.00	biweekly
PD 16.3	Veteran Lieutenant	Police Dept.	Start of yr. 5 as Lt.		\$ 3,803.75	biweekly
PD 19.1	Chief of Police	Police Dept.		1	\$ 4,385.35	biweekly

*There is established a pay grade styled as Special 1st Class Officer. An officer possessing the rank of 1st Class Police Officer, that possesses at least thirty-four years of service as a police officer, the last twenty-five of which have been served consecutively and successfully with the Munster Police Department, shall be paid the identified hourly salary as base pay. For the purposes of establishing pension benefits under IC 36-8-1-11, IC 36-8-6-9, IC 36-8-6-9.6, IC 36-8-8.5, and IC 36-8-8-11, employee contributions under IC 36-8-6-4(3) and IC 36-8-8-8, or employer contributions under IC 36-8-8-6, the salary of the Special 1st Class Officer plus the longevity pay fixed for twenty years shall be used.

ORDINANCE 1895
2023 SALARY ORDINANCE

EXHIBIT D: DISTRIBUTION OF PAYROLL BY FUND

Grade	Position Title	Department or Area	General 101	MVH 201	Parks 204	Tech. 247	Sewer 280	CCD 402	Redev. Oper. 406	Water 601	Solid Waste 623
6	Deputy Clerk II	CT - Cust. Srv.	60%				10%			20%	10%
	Deputy Clerk II	CT - Clerical	40%		25%		10%			20%	5%
	Deputy Clerk II	CT - Accts. Pay.	35%		25%		10%			25%	5%
	Deputy Clerk II	CT - Water					30%			60%	10%
7	Administrative Secretary	Town Mgr.	25%		5%	30%	10%			30%	
	Administrative Secretary	Bldg. Com. Dev.	60%				20%			20%	
	Administrative Secretary	Public Works	10%				30%			30%	30%
	Administrative Secretary	Park & Rec.			100%						
	Administrative Secretary	Fire Dept.	100%								
	Maintainer II	Public Works		40%			30%			30%	
	Maintainer II	PW - Water					50%			50%	
	Maintainer II	PW - SW		30%			15%			15%	40%
	Maintainer II	Park & Rec.			100%						
8	Police Records Clerk	Police Dept.	100%								
	Administrative Assistant	Town Mgr.	30%				15%		25%	25%	5%
	Administrative Assistant	Police Dept.	100%								
	Administrative Assistant	Bldg. Com. Dev.	60%				20%			20%	
	Administrative Assistant	Public Works	10%				30%			30%	30%
	Deputy Clerk III	CT - Payroll	40%		30%		5%			20%	5%
	Deputy Clerk III	CT - Water					30%			60%	10%
	Maintainer III	Public Works		40%			30%			30%	
	Maintainer III	PW - Water					50%			50%	
	Maintainer III	Park & Rec.			100%						
	Recreation Supervisor	Park & Rec.			100%						
	Marketing Coordinator	Park & Rec.			100%						
9	Maintainer IV	Public Works		40%			30%			30%	
	Maintainer IV	PW - Water					50%			50%	
	Maintainer IV	Parks			75%						25%
	Mechanic	Public Works		40%			30%			30%	
	Multi-Discipline Inspector	Bldg. Com. Dev.	60%				20%			20%	
	Zoning Enfor. Insp.	Bldg. Com. Dev.	60%				20%			20%	
	Community Service Off.	Police Dept.	100%								
	Intelligence Analyst	Police Dept.	100%								
	Asst. Tech. Specialist	Town Mgr.				50%	20%			25%	5%
	Civilian Accreditation/ Public										
	Records Manager	Police Dept.	100%								

Grade	Position Title	Department or Area	General 101	MVH 201	Parks 204	Tech. 247	Sewer 280	CCD 402	Redev. Oper. 406	Water 601	Solid Waste 623
10	Crew Leader Crew Leader Crew Leader Accounting Analyst	PW - Mechanics PW - Streets PW - Utilities Clerk-Treas.	40%	40% 30%	15%		30% 30% 50% 15%			30% 30% 50% 20%	10% 10%
PD 10.1	Probationary Police Officer	Police Dept.	100%								
PD 10.2	2nd Class Police Officer	Police Dept.	100%								
PD 10.3	1st Class Police Officer	Police Dept.	100%								
PD 10.4	1st Class Regular Off.	Police Dept.	100%								
PD 10.5	1st Class Veteran Off.	Police Dept.	100%								
PD 10.6	Special 1st Class Officer	Police Dept.	100%								
11	Chief Building Inspector	Bldg. Com. Dev.	60%				20%			20%	
12	Data Processing Spec.	Town Mgr.				50%	20%			25%	5%
PD 13.1	Sergeant	Police Dept.	100%								
PD 13.2	1st Class Sergeant	Police Dept.	100%								
PD 13.3	Veteran Sergeant	Police Dept.	100%								
14	Supt. of Operations Supt. of Operations Sup. of Recreation	Park & Rec. Public Works Park & Rec.		25%	95% 100%		25%			25%	5% 25%
PD 16.1	1st Class Lieutenant	Police Dept.	100%								
PD 16.2	Veteran Lieutenant	Police Dept.	100%								

Grade	Position Title	Department or Area	General 101	MVH 201	Parks 204	Tech. 247	Sewer 280	CCD 402	Redev. Oper. 406	Water 601	Solid Waste 623
17	Fire Chief Deputy Town Manager Planning Director Controller	Fire Dept. Town Mgr. Bldg. Com. Dev. Clerk-Treas.	100% 10% 10% 30%		10% 10% 20%		20% 20% 10%		30% 15% 10%	25% 25% 25%	5% 20% 5%
18	Director of Operations Director of Parks & Rec.	Public Works Park & Rec.		25%	100%		25%			25%	25%
19	Chief of Police	Police Dept.	100%								
Uncl.	Town Council Clerk-Treasurer C-T part-time staff Town Manager		35% 30% 100% 10%		10%		25% 25% 20%		10% 30%	25% 30% 25%	15% 5% 5%

Updated: 02/20/23