

**To:** President and Members of the Munster Town Council

**From:** Wendy Mis, Clerk-Treasurer

**Copy to:** Patricia L. Abbott, Controller  
Dustin C. Anderson, Town Manager

**Date:** December 5, 2022

**Subject:** Ordinance 1890, 2023 Salary and Pay Plan

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Compensation of elected officials must be fixed and the Police Pension Base must be certified before January 1 of the ensuing year. Proposed Ordinance 1890 has been prepared for that purpose and it includes other annual authorizations and clarifications related to payroll. Of note are the following.

1. All regular, full-time employees at Grades 6-8 will receive a 6.00% increase; Grades 9-10 will receive a 5.00% increase. Grades 11-16 will receive 4.00%. Grades 17 and higher, including the Clerk-Treasurer and Town Manager, will receive a 3.00% increase.
2. Town Councilor pay rates will increase by 2.00%. (Elected officials' rates must be set by December 31, 2022.)
3. Firefighter stipends and Officer hourly rates will increase by 5.00%. Firefighter officer hourly rates will increase by 6.00%.
4. The Certified First Class Officers Rate will increase by 5.00%. (This determines the amount of pension retired officers and their dependents receive as well as how much the Town and current officers contribute to the pension plan. The rate must be set and certified to the State of Indiana by December 31, 2022.)
5. Seasonal and Non-Recreational rates have been increased to meet market conditions. The Park Board is expected to approve the pay rates for part-time employees at there December meeting; Exhibit C is what will be presented to the Park Board.
6. New provisions include
  - a. A stipend of \$100.00/pay for employees with a Water Operator license
  - b. Early promotion for employees who get their CDL prior to completion of their first year of employment
  - c. Two personal days for each regular full-time employee in place January 1, 2023.
  - d. Clothing allowance for certain Building Department employees
  - e. One additional Code Enforcement Office authorized in the Police Department
7. All benefits and related provisions (e.g. health insurance, Park discounts, etc.) will continue with the addition of free parking at Centennial Park for Town employees.

**RECOMMENDED ACTION:**

By motion and roll call vote, consider Ordinance 1890 on first reading and schedule second reading for the next regular meeting.