

**COMMON COUNCIL  
REGULAR SESSION  
NOVEMBER 2, 2015  
6:00 P.M.**

The Common Council of the City of Warsaw met in a Regular Session on Monday, November 2, 2015 at 6:00 P.M. in the Council Chambers at City Hall. Mayor Joseph M. Thallemer presided and the following persons were noted as present or absent:

**PRESENT:** Council members Elaine Call, Cindy Dobbins, Jeff Grose, Mike Klondaris, Jerry Frush and Diane Quance. Also present Mayor Thallemer, Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, City Planner Jeremy Skinner, Fire Chief Mike Wilson, Police Lieutenant Kip Shuter, Park Superintendent Larry Plummer, Airport Manager Nick King, Human Resource Director Jennifer Whitaker, others as noted on the attached attendance sheet, InkFree News reporter Deb Patterson, and Times-Union reporter David Slone.

**ABSENT:** None

The meeting was called to order by Mayor Thallemer followed by the Invocation and the Pledge of Allegiance.

**MINUTES-**

The minutes from the October 19, 2015 Regular Session were presented for approval. Mayor Thallemer requested that under the heading "2016 Elected Officials Salary Ordinance" the last line be removed and replaced with "After consulting with the City Attorney no action was taken on the Elected Officials Salary Ordinance because there were only three votes for and two against, and the requirement is that a majority of the total of all four to get any action, so there was no action taken on the Elected Officials Salary Ordinance." Motion made by Councilor Klondaris to approve the minutes as presented and amended, seconded by Councilor Frush and carried by unanimous vote.

**REPORTS/ORAL & WRITTEN COMMUNICATION-**

The following item was presented:

- (1) October Investment report.

**UNFINISHED BUSINESS-**

**2016 GENERAL SALARY ORDINANCE-**

**Ordinance #2015-08-01**, an ordinance establishing maximum compensation levels for the year 2016 for Department Heads, Appointive Positions and certain Salaried and Non-Salaried employees of the City of Warsaw was presented for approval. After discussion, a motion was made by Councilor Call to amend and approve the Ordinance, reflecting not more than a 2% (two percent) increase for Department Heads, on second and final reading, seconded by Councilor Klondaris, with Councilors Dobbins and Frush voting aye and Councilors Grose and Quance voting nay. (Copy attached to minutes).

**2016 FIRE TERRITORY SALARY ORDINANCE-**

**Ordinance #2015-08-02**, establishing maximum compensation levels for the year 2016 for employees of the Warsaw-Wayne Township Fire Territory was presented for approval. Motion made by Councilor Call to amend and approve the Ordinance, reflecting not more than a 2% (two percent) increase for the Department Head, on second and final reading, seconded by Councilor Dobbins, with Councilors Klondaris and Frush voting aye and Councilors Grose and Quance voting nay. (Copy attached to minutes).

**2016 ELECTED OFFICIALS SALARY ORDINANCE-**

**Ordinance #2015-08-03**, an ordinance establishing compensation for the year 2016 for Elected Officials was presented for approval. Motion made by Councilor Klondaris to amend and approve the Ordinance reflecting a 2% increase for elected officials, seconded by Councilor Dobbins, with Councilors Call and Frush voting aye, and Councilors Grose and Quance voting nay. Second reading will be during the November 16<sup>th</sup> meeting.

**NEW BUSINESS-**

**RESOLUTION TRANSFERRING FUNDS/PARK-**

Park Superintendent Larry Plummer presented Resolution **#2015-11-01**. The Resolution is to transfer reimbursable grant funds received from the Kosciusko County Community Foundation, to the Parks and Recreation Fund for funds received for the Friday Night Concert Series advertising. The amount to be

refunded is \$1,275.75. Motion made by Councilor Quance to approve the transfer, seconded by Councilor Dobbins, carried by unanimous vote. (Copy attached).

**RESOLUTION TRANSFERING FUNDS/AVIATION-**

Airport Manager Nick King presented Resolution #2015-11-02. The Resolution is to transfer reimbursable grant funds, received from the Federal Aviation Administration for the Airport Improvement Program land purchase. The amount to be refunded is \$380,000.00 to the Rainy Day fund and \$106,000.00 to the Aviation Depreciation Fund. Motion made by Councilor Dobbins to approve the transfer, seconded by Councilor Call, carried by unanimous vote. (Copy attached).

**RESOLUTION CUTTING 2015 BUDGETS-**

Resolution #2015-11-03 setting forth Line 2 cuts from the 2015 Budget was presented for approval. Reductions represent a cut in the General Budget of \$299,800.00; Aviation Budget of \$0; Cemetery Budget of \$2,500.00; Park & Recreation Budget of \$56,000.00; and Warsaw-Wayne Fire Territory Operating Budget of \$31,000.00 for a grand total of \$389,300.00, and more specifically set out in the Resolution. Motion was made by Councilor Grose to approve the Resolution, seconded by Councilor Klondaris, carried by unanimous vote. (Copy attached to minutes).

**LINE 1 REDUCTIONS/2016 BUDGET/DISCUSSION-**

Mayor Thallemer provided information to the Council on Line 1 reductions from the 2016 Budget. Departments came up with amounts that they will not need for 2016. The Council and the Mayor discussed the amounts presented that may be used in response to the 1782 Notice from the Department of Local Government Finance.

**TRANSFER ORDINANCE/FIRE TERRITORY-**

Ordinance #2015-11-01, transferring \$7,500.00 within the Fire Territory Equipment Replacement Fund and more specifically set forth within the Ordinance, was presented for approval. Motion made by Councilor Grose to approve the transfer, seconded by Councilor Quance, carried by unanimous vote. Motion then made by Councilor Quance to suspend the rules and pass the Ordinance on second and final reading, seconded by Councilor Frush, carried by unanimous vote. (Copy attached to minutes).

**ORDINANCE AUTHORIZING THE INVESTMENT OF PUBLIC FUNDS-**

Ordinance #2015-11-02 was presented for approval. The Ordinance allows investing of public funds for more than two (2) years but not to exceed five (5) years. The investment policy will also follow the general objectives of Safety, Liquidity, and Yield. After discussion, Councilor Grose made a motion to pass Ordinance #2015-11-02, seconded by Councilor Klondaris, carried by unanimous vote. Councilor Frush made a motion to suspend the rules and pass on second reading, seconded by Councilor Dobbins, carried by unanimous vote. (Copy attached to minutes).

**ORDINANCE AMENDING CHAPTER 70 OF THE WARSAW CITY CODE/DISCHARGE OF SNOW UPON STREETS-**

Ordinance #2015-11-03 was presented for approval. The Ordinance amends Chapter 70 by adding Section 70-4 "Discharge of snow upon streets", and better described in the Ordinance, along with fines. Motion made by Councilor Quance to approve the amendment on first reading, seconded by Councilor Frush, carried by unanimous vote.

**ORDINANCE AMENDING CHAPTER 70 OF THE WARSAW CITY CODE/UNLAWFUL DRIVING THROUGH SNOW PLACED FOR REMOVAL-**

Ordinance #2015-11-04 was presented for approval. The Ordinance amends Chapter 70 by adding Section 70-3 "Unlawful driving through snow placed for removal", and better described in the Ordinance, along with fines. Motion made by Councilor Klondaris to approve the amendment on first reading, seconded by Councilor Dobbins, carried by unanimous vote.

**ADJOURNED-**

There being no further business to come before the Council by a motion duly made and seconded, the meeting was adjourned.

**ATTEST:**

Lynne Christiansen, Clerk-Treasurer

**ORDINANCE No. 2015-08-01  
2016 Salary Ordinance**

*An Ordinance establishing maximum compensation levels for the year 2016 for Department Heads, Appointed Positions, and certain salaried and non-salaried positions for the City of Warsaw.*

*BE IT Ordained by the Common Council of the City of Warsaw, Indiana, that the following salaried and non-salaried positions are created, or if heretofore created, then continued, and are compensated from funds and in a manner herein defined for the calendar year of 2016, with pay dates in accordance with attached Exhibit A.*

| Department   | WC  | Class       | Title                                  | Maximum Bi-Wkly, Hourly, Other Wage |         |
|--|---|-------------|--|-------------------------------------|---------|
| Aviation   | 8810  | SO          | Manager                                | <del>1,946.00</del>                 | 2000.70 |
|  | 7403  | LTC         | Line Supervisor                        | 20.47                               |         |
|  | 7403  | LTC         | Line Technician                        | 16.41                               |         |
|  | 8810  | COMOT       | Administrative Assistant               | 18.57                               |         |
|  | 7403  | LTC         | Mower                                  | 13.25                               |         |
| Aviation Recording Secretary or Board Member - \$30 per meeting not to exceed 16 per annum   |   |             |  |                                     |         |
| Building / Planning  | 8810  | SO          | City Planner *                         | <del>2,347.92</del>                 | 2325.12 |
|  | 8810  | PAT         | Building Commissioner                  | 28.37                               |         |
|  | 9410  | PAT         | Building Inspector                     | 23.58                               |         |
|  | 9410  | PAT         | Code Enforcement Inspector             | 22.25                               |         |
|  | 9410  | PAT         | Assistant City Planner **              | 22.25                               |         |
|  | 8810  | PAT         | GIS Coordinator **                     | 23.35                               |         |
|  | 8810  | COMOT       | Administrative Assistant               | 18.62                               |         |
|  | *paid 20% from TIF, then 1/2 General and 1/2 Sewer Utility Fund<br>** paid 1/2 from General and 1/2 from Sewer Utility Fund |             |  |                                     |         |
| BZA Recording Secretary or Board Member - \$30 per meeting not to exceed 16 per annum<br>Plan Commission Recording Secretary or Board Member - \$30 per meeting not to exceed 16 per annum |   |             |  |                                     |         |
| Cemetery   | 9220  | SO          | Sexton                                 | <del>1,982.03</del>                 | 1962.79 |
|  | 8380  | LTC         | Mechanic                               | 17.33                               |         |
|  | 9220  | LTC         | Groundskeeper                          | 17.06                               |         |
|  | 8810  | COMOT       | Secretary                              | 17.31                               |         |
| Cemetery Recording Secretary or Board Member - \$30 per meeting not to exceed 16 per annum   |   |             |  |                                     |         |
| Clerk  | 8810  | SO          | Deputy Clerk Treasurer *               | 1,809.56                            |         |
|  | 8810  | COMOT       | Payroll Clerk *                        | 24.49                               |         |
|  | 8810  | COMOT       | Accounts Payable *                     | 17.77                               |         |
|  | 8810  | COMOT       | Contract/Grant Clerk *                 | 19.37                               |         |
| * paid 1/2 from General, 1/2 Fire Territory, 1/2 from Sewer Utility Fund   |   |             |  |                                     |         |
| Engineering  | 8810  | SO          | Engineer                               | 4,356.90                            |         |
|  | 9410  | PAT         | Project Inspector                      | 22.25                               |         |
| *20% wage from TIF, then 1/2 from General, 1/2 Fire Territory, 1/2 from Sewer and/or Storm Utility Fund  |   |             |  |                                     |         |
| Human Resources  | 8810  | SO          | Director *                             | <del>2,260.31</del>                 | 2252.75 |
|  | 8810  | COMOT       | Administrative Assistant               | 18.00                               |         |
|  | 8810  | COMOT       | Janitor/Maintenance **                 | 16.14                               |         |
| * paid 1/2 from General, 1/2 Fire Territory, 1/2 from Sewer Utility Fund<br>** paid 1/2 from General, 1/2 from Sewer Utility Fund  |   |             |  |                                     |         |
| Mayor  | 8810  | SO          | Mayor's Assistant                      | 1,678.61                            |         |
|  | 8810  | COMOT       | Administrative Assistant               | 18.00                               |         |
| Parks & Recreation   | 8810  | SO          | Superintendent                         | <del>2,274.84</del>                 | 2252.75 |
|  | 9102  | SO          | Maintenance Director                   | 2,037.60                            |         |
|  | 9102  | PAT         | Recreation Director                    | 22.08                               |         |
|  | 9102  | LTC         | Supervisor                             | 20.36                               |         |
|  | 9102  | LTC         | Electrician                            | 22.65                               |         |
|  | 8380  | LTC         | Mechanic                               | 19.00                               |         |
|  | 9102  | LTC         | Carpenter                              | 17.42                               |         |
|  | 9102  | LTC         | Laborer                                | 19.32                               |         |
|  | 8810  | COMOT       | Administrative Assistant               | 17.52                               |         |
|  | 9102  | U           | Aquatics Supervisor                    | 14.00                               |         |
|  | 9102  | U           | Head Lifeguard                         | 12.00                               |         |
|  | 9102  | U           | Lifeguard                              | 11.50                               |         |
|  | 9102  | U           | Recreation Supervisor                  | 12.50                               |         |
|  | 9102  | U           | Recreation Leader                      | 11.00                               |         |
|  | 9102  | U           | Campground Manager                     | 16.00                               |         |
|  | 9102  | U           | WSI Certification                      | .50 ¢                               |         |
|  | 9102  | LTC         | Specialty/Technical Applicator License | .25 ¢                               |         |
|  | 9102  | LTC         | CDL Class A                            | .50 ¢                               |         |
| 9102   | LTC   | CDL Class B | .25 ¢                                  |                                     |         |
| Park Board Recording Secretary or Board Member - \$30 per meeting not to exceed 16 per annum   |   |             |  |                                     |         |
| Police   | 7725  | SO/POLE     | Chief                                  | <del>2,515.03</del>                 | 2300.17 |
|  | 7725  | POLE        | Deputy Chief                           | 2,209.74                            |         |
|  | 7725  | POLE        | Captain                                | 2,039.29                            |         |
|  | 7725  | POLE        | Lieutenant                             | 1,989.08                            |         |

|                       |  |       |   |                             |
|-----------------------|--|-------|---|-----------------------------|
|                       | 7725   | POLE  | Detective Sergeant                                  | 1,909.20                    |
|                       | 7725   | POLE  | Sergeant  | 1,883.97                    |
|                       | 7725   | POLE  | Detective   | 1,883.97                    |
|                       | 7725   | POLE  | Corporal  | 1,836.06                    |
|                       | 7725   | POLE  | Patrol Officer (probationary/non-probationary/ILEA) | 1,774.80                    |
|                       | 7725   | POLE  | Animal Control/Code Enforcement Officer             | 1,820.70                    |
|                       | 8810   | PAT   | Chief's Assistant                                   | 1,678.61                    |
|                       | 7725   | POLE  | Parking/Code Enforcement                            | 22.87                       |
|                       | 8810   | PAT   | IT Communications Coordinator                       | 24.02                       |
|                       | 8810   | PAT   | Victims Service Assistance                          | 23.65                       |
|                       | 8810   | COMOT | Records Clerk                                       | 18.12                       |
|                       | 8810   | COMOT | Administrative Assistant                            | 17.27                       |
|                       | 8380   | LTC   | Mechanic  | 18.08                       |
|                       | 9016   | LTC   | Janitor   | 15.85                       |
|                       | 8810   | COMOT | Pension Secretary (one time pay)                    | 815.00                      |
|                       | 8810   | COMOT | Traffic Commission Administrator                    | 70.65                       |
|                       | 7725   | POLE  | Parking & Crossing Guard Controller                 | 15.25                       |
|                       | 7725   | POLE  | Park Bike Patrol                                    | 13.00                       |
|                       | Traffic Board Member - \$30 per meeting not to exceed 16 per annum |       |   |                             |
| Street                | 8810   | SO    | Superintendent *                                    | <del>2,530.32</del> 2507.75 |
|                       | 5506   | PAT   | Assistant Superintendent                            | 2,266.07                    |
|                       | 5506   | LTC   | Garage & Maintenance Supervisor                     | 24.70                       |
|                       | 5506   | LTC   | Supervisor  | 21.15                       |
|                       | 5506   | LTC   | Foreman   | 18.50                       |
|                       | 8380   | LTC   | Inventory & Maintenance Clerk                       | 18.50                       |
|                       | 8380   | LTC   | Mechanic  | 18.50                       |
|                       | 5506   | LTC   | Equipment Operator                                  | 19.00                       |
|                       | 9403   | LTC   | Sanitation Driver                                   | 19.00                       |
|                       | 9403   | LTC   | Sanitation Refuse Collector                         | 16.41                       |
|                       | 5506   | LTC   | Laborer   | 16.65                       |
|                       | 8810   | COMOT | Administrative Assistant                            | 19.50                       |
|                       | 5506   | LTC   | Class A CDL   | + 50¢ /hr.                  |
|                       | 5506   | LTC   | Class B CDL   | + 25¢ /hr.                  |
|                       | 5506   | LTC   | Specialty/Technical Applicator License              | + 25¢ /hr.                  |
|                       | *paid ½ from General and ½ from Sewer Utility Fund                 |       |   |                             |
| Wastewater Stormwater | 8810   | SO    | Utility Manager                                     | <del>2,812.20</del> 2594.45 |
|                       | 7580   | PAT   | Assistant Utility Manager                           | 2,324.72                    |
|                       | 7580   | PAT   | Stormwater Coordinator *                            | 23.96                       |
|                       | 7580   | PAT   | Maintenance Supervisor                              | 19.70                       |
|                       | 7580   | PAT   | Operations Supervisor                               | 19.44                       |
|                       | 7580   | PAT   | Industrial Pretreatment Coordinator                 | 23.70                       |
|                       | 7580   | PAT   | Systems Coordinator                                 | 21.66                       |
|                       | 7580   | LTC   | Electrician   | 23.15                       |
|                       | 7580   | LTC   | Maintenance Mechanic                                | 21.15                       |
|                       | 7580   | LTC   | Maintenance Technician                              | 18.00                       |
|                       | 7580   | LTC   | Pretreatment Technician *                           | 20.88                       |
|                       | 7580   | PAT   | Stormwater Technician *                             | 16.40                       |
|                       | 7580   | LTC   | Plant Operator                                      | 21.80                       |
|                       | 7580   | LTC   | I- IDEM/Municipal                                   | 17.40                       |
|                       | 7580   | LTC   | II- IDEM/Municipal                                  | 18.40                       |
|                       | 7580   | LTC   | III- IDEM/Municipal                                 | 19.40                       |
|                       | 7580   | LTC   | IV- IDEM/Municipal                                  | 20.40                       |
|                       | 7580   | COMOT | Lab Analysis  | 21.68                       |
|                       | 8810   | COMOT | Administrative Assistant                            | 18.34                       |
|                       | 8810   | COMOT | Office Supervisor (payment office)                  | 25.74                       |
|                       | 8810   | COMOT | Sewage Payment Clerk                                | 17.48                       |
|                       | 7580   | LTC   | Class A CDL   | + 50¢ / hr                  |
|                       | 7580   | LTC   | Class B CDL   | + 25¢ / hr                  |
|                       | 7580   | LTC   | Plumber's License                                   | + 1.00 / hr                 |
|                       | 7580   | LTC   | Camera Operator / Technician                        | + 25¢ / hr                  |
|                       | *wage may be paid from Sewer Utility and/or Stormwater Funds       |       |   |                             |

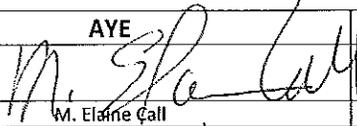
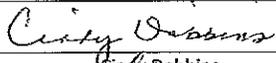
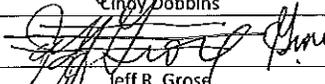
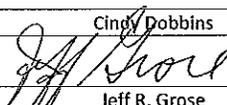
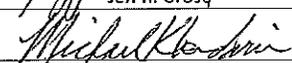
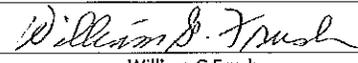
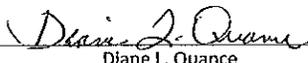
**Base Bi-Weekly Salary** for a non-probationary Patrol Officer is \$1,774.80; 1% is \$17.75; 2% is \$35.50. **Longevity** for Sworn Police Officers is permitted after the first year of service at the rate of one percent (1%) of the base salary of a Patrol Officer, for each year of service the individual has rendered to the city, and is awarded at the next regular pay date following the first full year of service (i.e. hire date). Such longevity pay shall then be awarded on, and computed and recomputed each year on January 1<sup>st</sup> following the first full year of service for a maximum of twenty (20) years of service. Newly hired certified officers or transferring ILEA Certified Officers, upon the Police Chief's recommendation, may be awarded longevity pay based on years of service at transferring department at time of hire, but shall not exceed five years of consideration for longevity consideration purposes, and retroactive for officers hired after January 1, 2010. Longevity pay will then be awarded on, and computed and recomputed, each year on January 1<sup>st</sup> for a maximum of twenty (20) total years of service. Newly hired certified officers must be employed the awarded-years before additional years computed January 1<sup>st</sup> of each year. Civilian employees are not entitled to longevity pay. **Cell Phone Allowance** may be permitted to employees upon department head's recommendation submitted to HR based on department needs to cover city-related costs on their personal cell phone, not to exceed \$37.50 per pay period and may be subject to taxes per IRS regulations. Allowance is included in accordance of attached Exhibit A. **Clothing Allowance** of \$1,000 to full time non-patrol officers is given, paid in equal half amounts semi-annually (January and July) and may be subject to taxes per

IRS regulations. Tool Allowance of \$750 to full time heavy-equipment mechanics may be given, paid in equal half amounts semi-annually (January and July) and may be subject to taxes per IRS regulations. K-9 Unit Police employees who is assigned a K-9 Unit shall be compensated additional one-half-hour (½ hr) per day to care for such dog either by wage, or by allowing employee one-half hour (½ hr) in their normal daily work schedule to care for such dog. Compensation will not be given while the dog is kenneled, or not in the custody of the employee household, or when dog is not on active duty or cleared for duty. Overtime is paid pursuant to applicable laws. Exempt employees may receive compensation over and above their salary (i.e. exempt/non-exempt straight or time and one-half) when they participate in Grant Programs and the grant allows for such payment. Shift Premium to Sworn Officers who are regularly assigned to second (2nd) shift shall receive shift premium pay equal to two percent (2%) of a Patrol Officer's base salary. A Patrol Officer who is regularly assigned to third (3rd) shift shall receive shift premium pay equal to one percent (1%) of a Patrol Officer's base salary. Officers who are assigned to another shift on a temporary basis generally are not eligible for shift premium pay or reduction of shift premium pay unless, the temporary assignment would generally last for more than fourteen (14) consecutive calendar days and recommended by the Chief. If authorized by the Mayor, temporary change may be allowed without Board of Public Works & Safety approval. Wage Increases are allowed upon the department head recommendation based on job development and progress. Fueling Incentive to employees who have the responsibility of fueling aircraft at the Warsaw Municipal Airport during regular business hours, in addition to their regular hourly rate, shall receive a fuel service incentive pay equal to one cent (.01) per gallon of aircraft fuel which they provide to a customer. A three (.03 cent) incentive will be paid to line personnel who must return to the Airport to fuel aircraft after regular business hours. Take Home Vehicles owned/leased by the city are authorized for use by city employees as determined by the Mayor and approved by the Board of Public Works and Safety. The taxable fringe benefit for the personal use of such vehicle is determined in accordance with current IRS regulations. Co-Op/Interns: Employees who are employed as a result of a written agreement between a school system and the city shall be compensated at minimum wage. Interns may or may not be compensated based upon the school systems policy or department. Insurance Benefits to eligible employees shall be offered Health Insurance, Dental Insurance, STD, LTD, Life & AD&D benefits (employee only). Monthly contributions (shown below) are divided in half, and taken the first and second payroll of every month, and in accordance with attached Exhibit A. Voluntary deductions for elected benefits or programs will also be in accordance with Exhibit A. H.S.A. participants are eligible for quarterly city contributions toward their H.S.A. where allowed, as follows: EE-\$125.00, ES-\$156.25, EC-\$168.75, EF-\$187.50.

|                                    | Health<br>P.P.O./Plan D | Health<br>H.S.A./Plan F | Dental<br>Insurance | STD, LTD,<br>LIFE, AD&D |
|------------------------------------|-------------------------|-------------------------|---------------------|-------------------------|
| Employee/Single                    | \$25.72                 | \$22.86                 | \$10.50             | \$2.00                  |
| Employee/Spouse                    | \$51.44                 | \$45.72                 | \$15.00             |                         |
| Employee/Child(ren)                | \$48.88                 | \$43.42                 | \$12.00             |                         |
| Family (employee/spouse/child/ren) | \$74.58                 | \$66.30                 | \$17.50             |                         |

Other: All other paid leave benefits are set forth in personnel policy handbook. Any taxable fringe benefit calculations is in addition to the maximum compensation levels as established by this ordinance.

This Ordinance is to be in full force and effect from and after its passage. ADOPTED BY THE COMMON COUNCIL OF THE CITY OF WARSAW, INDIANA, THIS 2ND DAY OF NOVEMBER 2015.

| AYE  | NAY   |
|--|---|
| <br>M. Elaine Call     | M. Elaine Call  |
| <br>Cindy Dobbins     | Cindy Dobbins   |
| <br>Jeff R. Grose     | <br>Jeff R. Grose    |
| <br>Michael Klondaris | Michael Klondaris   |
| <br>William G Frush   | William G Frush   |
| Diane L. Quance  | <br>Diane L. Quance |

PRESENTED TO AND APPROVED by me on this 2ND day of NOVEMBER 2015

ATTEST:   
Lynne Christiansen, Clerk Treasurer

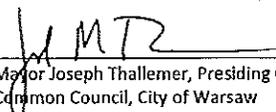
  
Mayor Joseph Thallemer, Presiding Officer  
Common Council, City of Warsaw

Exhibit A

2016 Salaried & Hourly Payroll Dates

| <u>PAYROLL DATES</u> | <u>PAY PERIOD BEG/END DATES</u> |
|----------------------|---------------------------------|
| (1) 01/08/16         | 12/20/15 01/02/16               |
| (2) 01/22/16         | 01/03/16 01/16/16               |
| (3) 02/05/16         | 01/17/16 01/30/16               |
| (4) 02/19/16         | 01/31/16 02/13/16               |
| (5) 03/04/16         | 02/14/16 02/27/16               |
| (6) 03/18/16         | 02/28/16 03/12/16               |
| (7) 04/01/16         | 03/13/16 03/26/16               |
| (8) 04/15/16         | 03/27/16 04/09/16               |
| (9) 04/29/16         | 04/10/16 04/23/16               |
| (10) 05/13/16        | 04/24/16 05/07/16               |
| (11) 05/27/16        | 05/08/16 05/21/16               |
| (12) 06/10/16        | 05/22/16 06/04/16               |
| (13) 06/24/16        | 06/05/16 06/18/16               |
| (14) 07/08/16        | 06/19/16 07/02/16               |
| (16) 07/22/16        | 07/03/16 07/16/16               |
| (16) 08/05/16        | 07/17/16 07/30/16               |
| (17) 08/19/16        | 07/31/16 08/13/16               |
| (18) 09/02/16        | 08/14/16 08/27/16               |
| (19) 09/16/16        | 08/28/16 09/10/16               |
| (20) 09/30/16        | 09/11/16 09/24/16               |
| (21) 10/14/16        | 09/25/16 10/08/16               |
| (22) 10/28/16        | 10/09/16 10/22/16               |
| (23) 11/10/16        | 10/23/16 11/05/16               |
| (24) 11/23/16        | 11/06/16 11/19/16               |
| (25) 12/09/16        | 11/20/16 12/03/16               |
| (26) 12/22/16        | 12/04/16 12/17/16               |

**ORDINANCE No. 2015-08-02**  
**2016 Warsaw-Wayne Fire Territory Salary Ordinance**

An Ordinance establishing maximum compensation levels for the year 2016 for Department Heads, Appointed Positions, and certain salaried and non-salaried positions for the City of Warsaw.

BE IT Ordained by the Common Council of the City of Warsaw, Indiana, that the following salaried and non-salaried positions are created, or if heretofore created, then continued, and are compensated from funds and in a manner herein defined for the calendar year of 2016, with pay dates in accordance with attached Exhibit A.

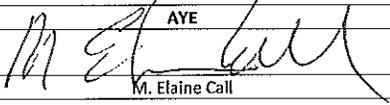
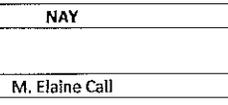
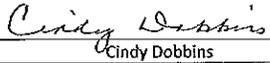
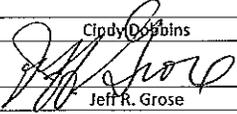
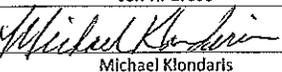
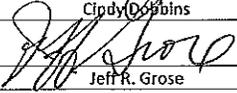
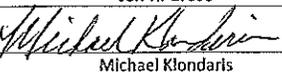
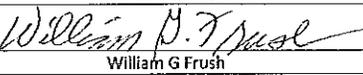
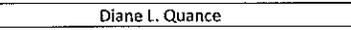
| Department | WC   | Class | Title                                       | Maximum Bi-Wkly, Hourly, Other Wage |
|------------|--|-------|---|-------------------------------------|
| Fire       | 7699   | SO    | Chief                                       | <del>2,322.72</del> 2300.17         |
|            | 7699   | POLE  | Assistant Chief                             | 2,150.00                            |
|            | 7699   | POLE  | Battalion Chief                             | 1,978.16                            |
|            | 7699   | POLE  | Captain                                     | 1,881.87                            |
|            | 7699   | POLE  | Lieutenant                                  | 1,836.06                            |
|            | 7699   | POLE  | Firefighter (probationary/non-probationary) | 1,774.80                            |
|            | 7699   | POLE  | Fire Inspector / Marshall                   | 1,854.54                            |
|            | 7699   | POLE  | Training Officer                            | 1,836.06                            |
|            | 7699   | POLE  | Administrative Assistant                    | 19.93                               |
|            | 7699   | POLE  | Part Time Firefighter                       | 17.00                               |
|            | 7699   | POLE  | Pension Secretary (one time pay)            | 815.00                              |
|            | Fire territory Recording Secretary or Board Member - \$30 per meeting not to exceed 16 per annum |       |   |                                     |

**Base Bi-Weekly Salary** for a non-probationary Firefighter is \$1,774.80; 1% is \$17.75. **Longevity** for Sworn fulltime Firefighters is permitted after the first year of service at the rate of one percent (1%) of the base salary of a Patrol Officer, for each year of service the individual has rendered to the city, and is awarded at the next regular pay date following the first full year of service (i.e. hire date). Such longevity pay shall then be awarded on, and computed and recomputed each year on January 1<sup>st</sup> following the first full year of service for a maximum of twenty (20) years of service. Eligible firefighters who re-enters employment within five years of voluntary separation or lateral transfer from 77-fund department and upon the Department Head recommendation, may be awarded longevity pay based on years of service at the department at time of hire, but shall not exceed five years of consideration for longevity consideration purposes. Longevity pay will then be awarded on, and computed and recomputed, each year on January 1<sup>st</sup> for a maximum of twenty (20) total years of service. Newly hired certified officers must be employed the awarded-years before additional years computed January 1<sup>st</sup> of each year. Civilian employees are not entitled to longevity pay. **Cell Phone Allowance** may be permitted to employees upon department head's recommendation submitted to HR based on department needs to cover city-related costs on their personal cell phone, not to exceed \$37.50 per pay period and may be subject to taxes per IRS regulations. **Clothing Allowance:** A clothing allowance of \$1,000 to full time Firefighter or Fire Officer is given, and \$400 to full time administrative staff, paid in equal half amount semi-annually (January and July). **Take Home Vehicles:** Vehicles owned/leased by the city are authorized for use by certain city employees as determined by the Mayor and approved by the Board of Public Works and Safety. The taxable fringe benefit for the personal use of such vehicle is determined in accordance with current IRS regulations. **Co-Op/Interns:** Employees who are employed as a result of a written agreement between a school system and the city shall be compensated at minimum wage. Interns may or may not be compensated based upon the school systems policy or department. **Insurance Benefits** to eligible employees shall be offered Health Insurance, Dental Insurance, STD, LTD, Life & AD&D benefits (employee only). Monthly contributions (shown below) are divided in half, and taken the first and second payroll of every month, and in accordance with attached Exhibit A. Voluntary deductions for elected benefits or programs will also be in accordance with Exhibit A. H.S.A. participants are eligible for quarterly city contributions toward their H.S.A. where allowed, as follows: EE-\$125.00, ES-\$156.25, EC-\$168.75, EF-\$187.50.

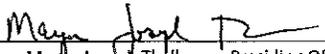
|                                    | Health P.P.O./Plan D | Health H.S.A./Plan F | Dental Insurance | STD, LTD, LIFE, AD&D |
|------------------------------------|----------------------|----------------------|------------------|----------------------|
| Employee/Single                    | \$25.72              | \$22.86              | \$10.50          | \$2.00               |
| Employee/Spouse                    | \$51.44              | \$45.72              | \$15.00          |                      |
| Employee/Child(ren)                | \$48.88              | \$43.42              | \$12.00          |                      |
| Family (employee/spouse/child/ren) | \$74.58              | \$66.30              | \$17.50          |                      |

**Other:** All other paid leave benefits are set forth in personnel policy handbook. Any taxable fringe benefit calculations is in addition to the maximum compensation levels as established by this ordinance.

This Ordinance is to be in full force and effect from and after its passage. ADOPTED BY THE COMMON COUNCIL OF THE CITY OF WARSAW, INDIANA, THIS 2<sup>ND</sup> DAY OF NOVEMBER, 2015.

| AYE  | NAY  |
|--|--|
| <br>M. Elaine Call    | <br>M. Elaine Call   |
| <br>Cindy Dobbins     | <br>Cindy Dobbins     |
| <br>Jeff R. Grose     | <br>Jeff R. Grose     |
| <br>Michael Klondaris | <br>Michael Klondaris |
| <br>William G Frush   | <br>William G Frush  |
| <br>Diane L. Quance   | <br>Diane L. Quance  |

PRESENTED TO AND APPROVED by me on this 2<sup>ND</sup> day of NOVEMBER, 2015

  
Mayor Joseph Thallemer, Presiding Officer  
Common Council, City of Warsaw

ATTEST:   
Lynne Christiansen, Clerk Treasurer

Exhibit A

2016 Salaried & Hourly Payroll Dates

| <u>PAYROLL DATES</u> |          | <u>PAY PERIOD BEG/END DATES</u> |          |
|----------------------|----------|---------------------------------|----------|
| (1)                  | 01/08/16 | 12/20/15                        | 01/02/16 |
| (2)                  | 01/22/16 | 01/03/16                        | 01/16/16 |
| (3)                  | 02/05/16 | 01/17/16                        | 01/30/16 |
| (4)                  | 02/19/16 | 01/31/16                        | 02/13/16 |
| (5)                  | 03/04/16 | 02/14/16                        | 02/27/16 |
| (6)                  | 03/18/16 | 02/28/16                        | 03/12/16 |
| (7)                  | 04/01/16 | 03/13/16                        | 03/26/16 |
| (8)                  | 04/15/16 | 03/27/16                        | 04/09/16 |
| (9)                  | 04/29/16 | 04/10/16                        | 04/23/16 |
| (10)                 | 05/13/16 | 04/24/16                        | 05/07/16 |
| (11)                 | 05/27/16 | 05/08/16                        | 05/21/16 |
| (12)                 | 06/10/16 | 05/22/16                        | 06/04/16 |
| (13)                 | 06/24/16 | 06/05/16                        | 06/18/16 |
| (14)                 | 07/08/16 | 06/19/16                        | 07/02/16 |
| (16)                 | 07/22/16 | 07/03/16                        | 07/16/16 |
| (16)                 | 08/05/16 | 07/17/16                        | 07/30/16 |
| (17)                 | 08/19/16 | 07/31/16                        | 08/13/16 |
| (18)                 | 09/02/16 | 08/14/16                        | 08/27/16 |
| (19)                 | 09/16/16 | 08/28/16                        | 09/10/16 |
| (20)                 | 09/30/16 | 09/11/16                        | 09/24/16 |
| (21)                 | 10/14/16 | 09/25/16                        | 10/08/16 |
| (22)                 | 10/28/16 | 10/09/16                        | 10/22/16 |
| (23)                 | 11/10/16 | 10/23/16                        | 11/05/16 |
| (24)                 | 11/23/16 | 11/06/16                        | 11/19/16 |
| (25)                 | 12/09/16 | 11/20/16                        | 12/03/16 |
| (26)                 | 12/22/16 | 12/04/16                        | 12/17/16 |

**ORDINANCE No. 2015-08-03  
2016 Elected Officials Salary Ordinance**

An Ordinance establishing maximum compensation levels for the year 2016 for Elected Officials and Appointed Positions for the City of Warsaw.

BE IT Ordained by the Common Council of the City of Warsaw, Indiana, that the following salaried and non-salaried positions are created, or if heretofore created, then continued, and are compensated from funds and in a manner herein defined for the calendar year of 2016, with pay dates in accordance with attached Exhibit A.

2,194.33

| Elected Position | Salary                      | Split / Funds  |         |
|------------------|-----------------------------|--|---------|
| Mayor            | 2,574.12 bi-wkly            | 1,287.06 Sewage Operation Fund + 1,287.06 General Fund   | 731.44/ |
| Clerk Treasurer  | <del>2,233.56</del> bi-wkly | <del>744.52</del> Sewage Operation Fund + <del>744.52</del> General Fund + <del>744.52</del> Fire Territory Fund | 731.45/ |
| Common Council   | 5,911.14 annum              | 2,955.57 Sewage Operation Fund + 2,955.57 General Fund   | 731.44  |

Insurance Benefits: Elected Officials (Mayor and Clerk) and Elected Council Members shall be offered health insurance and dental insurance. Elected Officials (Mayor and Clerk) may also elect employee only STD, LTD, and Life & AD&D with monthly contributions/deductions for benefits in accordance with attached Exhibit A. Insurance Benefits to eligible employees shall be offered Health Insurance, Dental Insurance, STD, LTD, Life & AD&D benefits (employee only). Monthly contributions (employee only) (shown below) are divided in half, and taken the first and second payroll of every month with Councils contribution taken on the first payroll of every month, and in accordance with attached Exhibit A. Voluntary deductions for elected benefits or programs will also be in accordance with Exhibit A. H.S.A. participants are eligible for quarterly city contributions toward their H.S.A. where allowed, as follows: EE-\$125.00, ES-\$156.25, EC-\$168.75, EF-\$187.50.

|                                    | Health<br>P.P.O./Plan D | Health<br>H.S.A./Plan F | Dental<br>Insurance | STD, LTD,<br>LIFE, AD&D |
|------------------------------------|-------------------------|-------------------------|---------------------|-------------------------|
| Employee/Single                    | \$25.72                 | \$22.86                 | \$10.50             | \$2.00                  |
| Employee/Spouse                    | \$51.44                 | \$45.72                 | \$15.00             |                         |
| Employee/Child(ren)                | \$48.88                 | \$43.42                 | \$12.00             |                         |
| Family (employee/spouse/child/ren) | \$74.58                 | \$66.30                 | \$17.50             |                         |

Other: All other paid leave benefits are set forth in personnel policy handbook. Any taxable fringe benefit calculations is in addition to the maximum compensation levels as established by this ordinance. Cell Phone Allowance: May be given to the Mayor and Clerk to cover city-related costs on their personal cell phone subject to IRS regulations, not to exceed \$37.50 per pay period and shall be included in accordance of attached Exhibit A. Take Home Vehicles: Vehicles owned/leased by the city are authorized for use by certain city employees as determined by the Mayor and approved by the Board of Public Works and Safety. The taxable fringe benefit for the personal use of such vehicle is determined in accordance with current IRS regulations. The taxable fringe benefit calculation is in addition to the maximum compensation levels as established by this ordinance.

Article 1 – All other ordinances or parts of ordinances in conflict are herewith repealed upon the effective date of this ordinance.

Article 2 – Additional compensation shall be paid for the serving on the following Boards:

|                                  |   |
|----------------------------------|---|
| Board of Public Works and Safety | \$125.00 per month (from sewage Operating Fund)         |
| Plan Commission                  | \$30.00 per meeting not to exceed 16 meetings per annum |
| Fire Territory                   | \$30.00 per meeting not to exceed 16 meetings per annum |
| Traffic Commission               | \$30.00 per meeting not to exceed 16 meetings per annum |

This Ordinance is to be in full force and effect from and after its passage. ADOPTED BY THE COMMON COUNCIL OF THE CITY OF WARSAW, INDIANA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.

| AYE               | NAY               |
|-------------------|-------------------|
| M. Elaine Call    | M. Elaine Call    |
| Cindy Dobbins     | Cindy Dobbins     |
| Jeff R. Grose     | Jeff R. Grose     |
| Michael Klondaris | Michael Klondaris |
| William G. Frush  | William G. Frush  |
| Diane L. Quance   | Diane L. Quance   |

PRESENTED TO AND APPROVED by me on this \_\_\_\_\_ day of \_\_\_\_\_, 2015

\_\_\_\_\_  
Mayor Joseph Thallemer, Presiding Officer  
Common Council, City of Warsaw

ATTEST: \_\_\_\_\_  
Lynne Christiansen, Clerk Treasurer

Exhibit A

2016 Salaried & Hourly Payroll Dates

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| (4) 02/19/16         | 01/31/16 02/13/16               |
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| (8) 04/15/16         | 03/27/16 04/09/16               |
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| (14) 07/08/16        | 06/19/16 07/02/16               |
| (16) 07/22/16        | 07/03/16 07/16/16               |
| (16) 08/05/16        | 07/17/16 07/30/16               |
| (17) 08/19/16        | 07/31/16 08/13/16               |
| (18) 09/02/16        | 08/14/16 08/27/16               |
| (19) 09/16/16        | 08/28/16 09/10/16               |
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| (23) 11/10/16        | 10/23/16 11/05/16               |
| (24) 11/23/16        | 11/06/16 11/19/16               |
| (25) 12/09/16        | 11/20/16 12/03/16               |
| (26) 12/22/16        | 12/04/16 12/17/16               |