

ORDINANCE 02-19

(Passed 9-0)

AN ORDINANCE FIXING THE SALARIES OF APPOINTED OFFICERS AND EMPLOYEES OF THE UTILITIES DEPARTMENT OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, FOR THE YEAR 2003

BE IT HEREBY ORDAINED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

SECTION I. Pursuant to Ind. Code § 36-4-7-3 and the resolution of the Utilities Service Board of the City of Bloomington, Indiana, the salary and pay schedule for the employees of the said Board from and after the first day of January 2003 shall be as follows:

For positions in the Clerical, Technical, Professional, and Managerial and the Appointed job families, the maximum rates listed below reflect the salary ranges for each job grade for a regular full-time employee. These ranges may be adjusted based on the hours worked of a part-time employee.

For positions in the Labor, Trades and Crafts job family, the maximum rates listed below reflect the maximum longevity-based wage rate for each job grade in accordance with the Step Charts contained in the Work Agreement and Memorandum of Understanding Between City of Bloomington and Local 2487 CBME, A.F.S.C.M.E.

Where more than one position share the same job title in the department indicated, the number of positions that share the job title is given in parentheses after the job title.

<u>Department/Job Title</u>	<u>Grade</u>	<u>Minimum</u>	<u>Maximum</u>
<u>Accounting & Finance</u>			
Assistant Director - Finance	11	40,333	78,293
Finance Manager	8	30,250	52,628
Accounting Manager	7	29,544	50,304
Managerial Accountant	7	29,544	50,304
Accounts Receivable Coordinator	6	28,410	46,354
Associate Accountant	5	25,835	40,409
Payroll Administrator	4	22,740	35,568
Accounts Payable Clerk	4	22,740	35,568
Accounting Clerk	4	22,740	35,568
Computer Operator	3	21,594	32,390
Cashier (2)	2	19,813	29,719
Assistant Accounts Payable Clerk	1	18,173	27,493
<u>Administration</u>			
Director	12 -A	43,107	87,521
Property Acquisition Specialist	10	33,919	65,843
Office Manager	3	21,594	32,390
Board Members			4,279
<u>Blucher Poole</u>			
Superintendent	9	32,337	60,054
Plant Service Mechanic	5	25,835	40,409
Solids Handling Specialist	5	25,835	40,409
Plant Maintenance Apprentice / Mechanic	107/111	12.28/12.68	14.72/15.12
MEO II (2)	106	12.18	14.62
Standby Operator (2)	106	12.18	14.62
Wastewater Plant Operator (9)	106	12.18	14.62
Laborer I (2)	102	11.78	14.22
<u>Customer Relations</u>			
Lead Customer Relations Representative	4	22,740	35,568
Customer Relations Representative (3)	2	19,813	29,719
Communications Operator (8)	1	18,173	27,493
<u>Dillman</u>			
Superintendent	9	32,337	60,054
Plant Manager	9	32,337	60,054
Solids Handling Supervisor	7	29,544	50,304
Maintenance Coordinator (Acting)	7	29,544	50,304
Plant Service Mechanic (2)	5	25,835	40,409

Secretary	2	19,813	29,719
Plant Maintenance Apprentice / Mechanic (5)	107/111	12.28/12.68	14.72/15.12
Wastewater Plant Operator (9)	106	12.18	14.62
Wastewater Plant Operator	106		20.91*
Wastewater Plant Operator	106		19.83*

Engineering

Assistant Director - Engineering	11	40,333	78,293
Property Acquisition Specialist	10	33,919	65,843
Assistant Engineer (2)	9	29,544	50,304
Senior Project Coordinator (2)	7	29,544	50,304
GIS Coordinator	7	29,544	50,304
Assistant GIS Coordinator	6	28,410	46,354
Project Coordinator (2)	6	28,410	46,354
Utilities Inspector (3)	5	25,835	40,409
Utilities Technician (2)	5	25,835	40,409
Administrative & Project Coordinator	4	22,740	35,568
Web/Information Manager	5	25,835	40,409

Environmental Management

Asst. Director - Environmental Management	11	40,333	78,293
Environmental Projects Coordinator	10	33,919	65,843
Plant Operations Manager	9	32,337	60,054
Water Quality Coordinator	7	29,544	50,304
Environmental Research Technician	6	28,410	46,354

Laboratory

Chemist	8	30,250	52,628
Lab Technician I (3)	109	12.48	14.92

Meter Services

Assistant Superintendent	6	28,410	46,354
Meter Services Representative	2	19,813	29,719
Meter Technician II	107	12.28	14.72
Meter Technician I	105	12.08	14.52
Meter Serviceman (4)	105	12.08	14.52
Meter Reader (5)	103	11.88	14.32

Monroe Plant

Superintendent	9	32,337	60,054
Plant Service Mechanic	5	25,835	40,409
Plant Maintenance Apprentice / Mechanic (2)	107/111	12.28/12.68	14.72/15.12
Water Plant Operator (10)	106	12.18	14.62

Purchasing

Purchasing Manager	7	29,544	50,304
Purchasing Buyer	3	21,594	32,390
Inventory Coordinator	3	21,594	32,390
Working Foreman	108	12.38	14.82
Laborer I (2)	102	11.78	14.22

Transmission & Distribution

Assistant Director T&D	11	40,333	78,293
Assistant Superintendent (5)	6	28,410	46,354
Engineering Field Technician (3)	5	25,835	40,409
T&D/Meter Operations Coordinator	4	22,740	35,568
Secretary	3	21,594	32,390
Plant Maintenance Apprentice / Mechanic (5)	107/111	12.28/12.68	14.72/15.12
Lineman (7)	110	12.58	15.02
MEO III (9)	108	12.38	14.82
Laborer II (10)	104	11.98	14.42
Laborer I	102	11.78	14.22

* Wage set in accordance with Memorandum of Understanding in Regard to the Elimination of the Position of "Chief Operator."

SECTION II A. Job rates and Maximum Grandfather rates for Labor, Trades and Crafts job family.

Any employee who transfers laterally or is promoted to another position in the Pay Plan shall be paid at the wage for the new position in accordance with the relevant longevity step as determined by the Step Charts contained in the Work Agreement and Memorandum of Understanding Between City of Bloomington and Local 2487 CBME, A.F.S.C.M.E. Provided however, no current employee shall receive a pay reduction upon lateral transfer or promotion, but will not receive an additional increase due to promotion or longevity until so merited within the step pay system for the job classification. An employee who is demoted for disciplinary reasons or in lieu of layoff shall receive the wage for the relevant step within the job classification to which the employee is demoted. Also, the employee's longevity of service is "carried" to the new position. Internal promotions shall be paid at ninety-five percent (95%) of the salary of the relevant grade and step for the first thirty (30) days after promotion. If the ninety-five percent (95%) payment would result in a loss of pay from the previous position, the employee will receive the pay of the previous position for the initial thirty (30) days after promotion. Employees who transfer to a pay grade below their current pay grade shall be paid at the relevant grade and step for the new position.

Employees whose present rate of pay is higher than indicated by the Step Charts, based on the employee's pay grade and longevity, will not receive a pay cut, but will not receive any increase due to longevity until the step chart for the year in question shows an amount greater than the employee's current wage rate plus any across-the-board increase for the year in question.

In accordance with Article 4 of the Work Agreement and Memorandum of Understanding Between City of Bloomington and Local 2487 CBME, A.F.S.C.M.E., employees working on the evening or night shift shall receive a thirty-seven cent (.37) per hour premium. Employees working on a swing shift shall receive a forty-two cent (.42) per hour premium.

Water Plant Operators who obtain (CT) certifications, Wastewater Plant Operators who obtain (Class 1) certifications and T&D Working Foremen and T&D Water Linemen who obtain (DS-L) certifications, issued by the State of Indiana Department of Environmental Management, shall receive an additional forty cents (.40) per hour certification pay in addition to the position's hourly rate of pay. T&D Plant Maintenance Mechanics and T&D Pump Station Mechanics who obtain Collection System Class II certifications, issued by the State of Indiana Water Pollution Control Association, shall receive an additional twenty-five cents (.25) per hour certification pay in addition to the position's hourly rate of pay.

Wastewater Plant Operators who obtain Class II, Class III or Class IV license(s) shall receive an additional twenty-five (.25) per hour per certification obtained and Water Plant Operators who obtain PF or AT certification(s) shall receive an additional twenty-five cents (.25) per hour per certification obtained for a maximum of four (4) certifications total for Wastewater and Water Plant Operators.

Treatment Operators: Treatment plant operators must maintain a current license for the classification which they hold in order to receive the certification pay.

Incentive Pay: All union-eligible employees who achieve state certification, but are in non-operator of T&D Working Foremen or Water Linemen classifications, shall receive a twenty-five cent (.25) per hour incentive pay premium. These personnel must maintain a current license/certification in order to continue receiving the incentive pay.

The rates shown below for the pay grades and job classification within the Labor, Trades and Crafts job family are the minimum and maximum rates:

JOB FAMILY: LABOR, TRADES AND CRAFTS (LTC)

<u>GRADE</u>	<u>Minimum</u>	<u>Maximum</u>
101	11.68	14.12
102	11.78	14.22
103	11.88	14.32
104	11.98	14.42
105	12.08	14.52
106	12.18	14.62
107	12.28	14.72
108	12.38	14.82
109	12.48	14.92
110	12.58	15.02
111	12.68	15.12
112	13.73	16.17
113	14.44	16.88

SECTION II B. All job families, with the exception of the Labor, Trades and Crafts job family.

The minimum and maximum rates listed below reflect the salary ranges for each job grade for a regular full-time employee. These ranges may be adjusted based on the hours worked of a part-time employee. Employees whose 2003 pay increase, as determined by the salary adjustment grid (Section II C), causes their 2003 salary to be higher than the maximum of the salary range shall nonetheless receive their total salary, including the increase indicated by the grid, provided their job resides in Grade 1 through 5.

JOB FAMILY: CLERICAL, TECHNICAL, PROFESSIONAL, AND MANAGERIAL

<u>Grade</u>	<u>Minimum</u>	<u>Maximum</u>
1	18,173	27,493
2	19,813	29,719
3	21,594	32,390
4	22,740	35,568
5	25,835	40,409
6	28,410	46,354
7	29,544	50,304
8	30,250	52,628
9	32,337	60,054
10	33,919	65,843
11	40,333	78,293
12	43,107	87,521

JOB FAMILY: APPOINTED

<u>Grade</u>	<u>Minimum</u>	<u>Maximum</u>
11-A	40,333	78,293
12-A	43,107	87,521

SECTION II C. Merit Pay Plan for the Clerical, Technical, Professional and Managerial and Appointed job families.

Effective January 1, 2003 an increase based on market and merit components will be included in the employee's base salary. This increase will be calculated as a percent (%) of the year-end 2002 base salary and will be based on the individual's position in the salary range and 2002 year-end performance evaluation rating as reflected in the table below.

Salary Adjustment Grid
(Percentage Increase to Base Pay)

		<i>Market Position</i>			
		<u>Lower</u>	<u>Middle</u>	<u>Upper</u>	<u>Above</u>
		<u>Third</u>	<u>Third</u>	<u>Third</u>	<u>Range</u>
<i>Merit Rating</i>	5	5.50%	5.00%	4.50%	4.00%
	4	4.00%	3.50%	3.00%	2.50%
	3	3.00%	2.50%	2.00%	1.50%
	2	1.00%	0.50%	0.00%	0.00%
	1	0.00%	0.00%	0.00%	0.00%

SECTION II D. All positions which are filled on an ad hoc basis and are of a temporary or seasonal nature. The rates shown below are the maximum rates for employees within the job classifications.

JOB FAMILY: COMMON LAW

<u>Job Title</u>	<u>Minimum</u>	<u>Maximum</u>
Administrative Assistant	5.15	12.00
Attendant	6.00	7.25
Cashier	6.00	6.70
Clerical Assistant	5.15	9.00
Crossing Guard	12.00/day	18.00/day
Instructor	7.00	25.00
Intern	5.15	12.00
Laborer	6.50	12.00
Law Clerk	5.15	12.00

Leader	5.15	9.50
Lifeguard	6.75	7.25
Manager	7.00	9.50
Mechanical Equipment Operator	8.00	10.00
Specialist	5.15	25.00
Sports Official	10.00	25.00
Staff Assistant	8.30	9.15
Supervisor	7.00	12.00

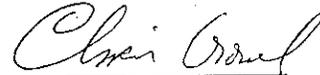
Section II E. This section applies to the Labor, Trades and Crafts (LTC) job family. Effective January 2003, management and employees of the City of Bloomington may design and implement a gainsharing program whereby the City can provide, and the employees can be rewarded for, the highest quality and most cost-effective public service possible for the citizens of Bloomington.

In the event that a gainsharing program is implemented, the terms and application of such program shall be approved by Ordinance of the Bloomington Common Council.

SECTION III. The rates shown as wages and salaries for the positions listed above are maximum rates.

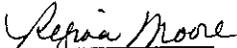
SECTION IV. This ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this 11th day of September, 2002.

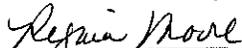


CHRIS GAAL, President
Bloomington Common Council

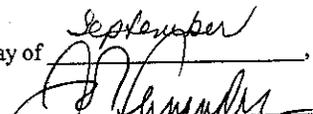
ATTEST:


REGINA MOORE, Clerk
City of Bloomington

PRESENTED by me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this 12th day of September, 2002.


REGINA MOORE, Clerk
City of Bloomington

SIGNED and APPROVED by me upon this 13th day of September, 2002.


JOHN FERNANDEZ, Mayor
City of Bloomington

SYNOPSIS

This ordinance, approved by the Utilities Service Board, sets the maximum 2003 salary for all appointed officers and employees of the City of Bloomington Utilities Department.

Signet copied to:

controller utilities CA/KA(2)
legals file exp. stas