

(passed 9-0)

ORDINANCE 03-21

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 2004

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

SECTION I. Pursuant to Indiana 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 2004 shall be as follows:

For employees not covered by a collective bargaining agreement (non-union), the maximum rates listed below reflect the maximum annual salary for each job grade for a regular full-time employee. These ranges are based on full time hours worked and will be prorated for part-time employees.

For Labor, Trades and Crafts employees, 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	42,350	82,208
Finance Manager	8	31,763	55,259
Accounting Manager	7	31,021	52,819
Managerial Accountant	7	31,021	52,819
Accounts Receivable Coordinator	6	29,831	48,672
Associate Accountant	5	27,127	42,429
Accounting Clerk	4	23,877	37,346
Accounts Payable Clerk	4	23,877	37,346
Payroll Administrator	4	23,877	37,346
Cashier (2)	2	20,804	31,205
Assistant Accounts Payable Clerk	1	19,082	28,868
<u>Administration</u>			
Director	12-A	45,262	91,897
Property Acquisition Specialist	10	35,615	69,135
Office Manager	3	22,674	34,010
Board Member			4,279
<u>Blucher Poole</u>			
Superintendent	9	33,954	63,057
Plant Service Mechanic	5	27,127	42,429
Solids Handling Specialist	5	27,127	42,429
Apprentice MEO / Master MEO (2)	104/108	12.38/12.78	15.10/15.50
Wastewater Plant Operator (9)	106	12.58	15.30
Laborer (2)	104	12.38	15.10
<u>Customer Relations</u>			
Lead Customer Relations Representative	4	23,877	37,346
Customer Relations Representative (3)	2	20,804	31,205
<u>Dillman</u>			
Plant Manager	9	33,954	63,057
Superintendent	9	33,954	63,057
Maintenance Coordinator	7	31,021	52,819

Solids Handling Supervisor	7	31,021	52,819
Plant Service Mechanic (2)	5	27,127	42,429
Secretary	2	20,804	31,205
Plant Maintenance Apprentice / Mechanic (4)	107/111	12.68/13.08	15.40/15.80
Wastewater Plant Operator (8)	106	12.58	15.30
Wastewater Plant Operator	106		21.59*
Wastewater Plant Operator	106		20.51*
<u>Engineering</u>			
Assistant Director - Engineering	11	42,350	82,208
Plant Operations Manager	9	33,954	63,057
Assistant Engineer (2)	9	33,954	63,057
GIS Coordinator	7	31,021	52,819
Senior Project Coordinator (2)	7	31,021	52,819
Assistant GIS Coordinator	6	29,831	48,672
Project Coordinator (2)	6	29,831	48,672
Utilities Inspector (3)	5	27,127	42,429
Utilities Technician (2)	5	27,127	42,429
Web/Information Manager	5	27,127	42,429
Administrative & Project Coordinator	4	23,877	37,346
<u>Environmental Management</u>			
Assistant Director - Environmental Mgt.	11	42,350	82,208
Environmental Projects Coordinator	10	35,615	69,135
Water Quality Coordinator	7	31,021	52,819
Environmental Research Technician	6	29,831	48,672
Communications Operator (8)	1	19,082	28,868
<u>Laboratory</u>			
Chemist	8	31,763	55,259
Lab Technician I (3)	109	12.88	15.60
<u>Meter Services</u>			
Assistant Superintendent	6	29,831	48,672
Meter Services Representative	2	20,804	31,205
Meter Technician II	107	12.68	15.40
Meter Serviceman (4)	105	12.48	15.20
Meter Reader (5)	103	12.28	15.00
<u>Monroe Plant</u>			
Superintendent	9	33,954	63,057
Plant Service Mechanic	5	27,127	42,429
Plant Maintenance Apprentice / Mechanic (2)	107/111	12.68/13.08	15.40/15.80
Water Plant Operator (10)	106	12.58	15.30
<u>Purchasing</u>			
Purchasing Manager	7	31,021	52,819
Inventory Coordinator	4	23,877	37,346
Purchasing Buyer	4	23,877	37,346
Working Foreman	108	12.78	15.50
Laborer (2)	104	12.38	15.10
<u>Transmission & Distribution</u>			
Assistant Director T&D	11	42,350	82,208
Assistant Superintendent (5)	6	29,831	48,672
Engineering Field Technician (4)	5	27,127	42,429
T&D/Meter Operations Coordinator	4	23,877	37,346

Secretary	3	22,674	34,010
Plant Maintenance Apprentice / Mechanic (4)	107/111	12.68/13.08	15.40/15.80
Lineman (7)	110	12.98	15.70
Apprentice MEO / Master MEO (9)	104/108	12.38/12.78	15.10/15.50
Laborer (11)	104	12.38	15.10

* 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 positions.

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 forty-two cent (.42) per hour premium. Employees working on a swing shift shall receive a forty-seven cent (.47) per hour premium.

Wastewater Plant Operators who obtain (Class 1) certifications and T&D Linemen who obtain (DS-L) certifications, issued by the State of Indiana, Department of Environmental Management, shall receive an additional forty-five cents (\$.45) per hour. T&D Plant Maintenance Apprentices and Mechanics who obtain Collection System Class II Certifications, issued by the Indiana Water Pollution Control Association, shall receive an additional thirty cents (\$.30) per hour. Wastewater Plant Operators who obtain Class II, Class III, or Class IV license (s) shall receive an additional thirty cents (\$.30) per hour per classification obtained.

Water Plant Operators who qualify as a grade operator in training (O.I.T.) as defined by 327 IAC 8-12-3.2 will receive an additional forty-five cents (\$.45) per hour after one year of service and an additional thirty cents (\$.30) per hour after two years of service. Water Plant Operators who obtain a grade WT 5 certification will receive additional pay in the amount of one dollar and five cents (\$1.05) per hour.

Incentive pay premiums may be awarded for one certification for all union-eligible Utilities Department employees in addition to those licenses recognized above, with the limitations that follow. Wastewater Plant Operators can be recognized financially for a maximum of four certifications total, no more than one of which may be outside of the specific plant operator certifications listed above. Water plant operators can be recognized financially for a maximum of two (2) certifications total; no more than one may be outside the specific plant operator certifications listed above. Any incentive pay premiums other than the amounts listed above shall be thirty cents (\$.30) an hour.

Where an employee is required by Employer to obtain a CDL, he/she will receive twenty cents (\$.20) per hour additional compensation.

The rates shown below for the pay grades and job classifications for Labor, Trades and Crafts positions are the minimum and maximum rates:

LABOR, TRADES AND CRAFTS (LTC)

<u>GRADE</u>	<u>Minimum</u>	<u>Maximum</u>
101	12.08	14.80
102	12.18	14.90
103	12.28	15.00
104	12.38	15.10
105	12.48	15.20
106	12.58	15.30
107	12.68	15.40
108	12.78	15.50
109	12.88	15.60
110	12.98	15.70
111	13.08	15.80
112	14.13	16.85
113	14.84	17.56

SECTION II B. Non-Union Employees.

The minimum and maximum rates listed below reflect the salary ranges for each job grade for a regular full-time employee. These ranges are based on full time hours worked and will be prorated for part-time employees. Employees whose 2004 pay increase, as determined by the salary adjustment grid (Section II C), causes their 2004 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.

NON-UNION

<u>Grade</u>	<u>Minimum</u>	<u>Maximum</u>
1	19,082	28,868
2	20,804	31,205
3	22,674	34,010
4	23,877	37,346
5	27,127	42,429
6	29,831	48,672
7	31,021	52,819
8	31,763	55,259
9	33,954	63,057
10	35,615	69,135
11	42,350	82,208
12	45,262	91,897

NON-UNION - APPOINTED

<u>Grade</u>	<u>Minimum</u>	<u>Maximum</u>
11-A	42,350	82,208
12-A	45,262	91,897

SECTION II C. Merit Pay Plan for Non-union Employees.

Effective January 1, 2004 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 2003 base salary and will be based on the individual's position in the salary range and 2003 year-end performance evaluation rating as reflected in the table below.

Salary Adjustment Grid
(Percentage Increase to Base Pay)

		<i>Market Position</i>				
		Below Range	Lower Third	Middle Third	Upper Third	Above Range
<i>Merit</i>	5	6.00%	5.50%	5.00%	4.50%	4.00%
<i>Rating</i>	4	4.50%	4.00%	3.50%	3.00%	2.50%
	3	3.50%	3.00%	2.50%	2.00%	1.50%
	2	1.50%	1.00%	0.50%	0.00%	0.00%
	1	0.00%	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.

COMMON LAW POSITIONS

<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	12.78
Law Clerk	5.15	12.00
Leader	5.15	12.00
Lifeguard	7.25	8.00
Manager	7.00	9.50
Motor Equipment Operator	8.00	13.18
Specialist	5.15	25.00
Sports Official	10.00	25.00
Staff Assistant	8.30	10.00
Supervisor	7.00	12.00

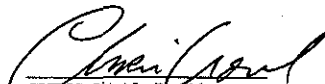
Section II E. This section applies to Labor, Trades and Crafts (LTC) positions. Effective January 2004, management and employees of the City of Bloomington may design and implement a gainsharing program whereby the City can provide, and the employees can be rewarded for, the highest quality and most 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.

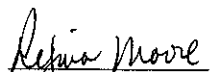
SECTION III. The rates shown as wages and salaries for the positions listed above are maximum rates.

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 10th day of September, 2003.


 CHRIS GAAL, President
 Bloomington Common Council

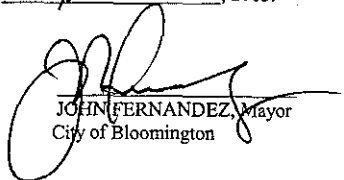
ATTEST:


 REGINA MOORE, Clerk
 City of Bloomington

PRESENTED by me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this 10th
day of September, 2003.

Regina Moore
REGINA MOORE, Clerk
City of Bloomington

SIGNED and APPROVED by me upon this 10th day of September, 2003.


JOHN FERNANDEZ, Mayor
City of Bloomington

SYNOPSIS

This ordinance, approved by the Utilities Service Board, sets the maximum 2004 salary for all appointed officers and employees of the City of Bloomington Utilities Department.

Signed
copies
to:

- legal(s)
- emp. srvc.
- controller
- CA/ctrlr
- clerk
- file
- utilities