

**PLAINFIELD TOWN COUNCIL  
ORDINANCE NO. 15-2020**

**AN ORDINANCE AMENDING AND REPLACING ORDINANCE NO.35-2019,  
FIXING THE COMPENSATION OF ELECTED OFFICIALS, OFFICERS,  
BOARD AND COMMISSION MEMBERS AND EMPLOYEES OF  
THE TOWN OF PLAINFIELD, INDIANA**

Be it ordained the Town Council of the Town of Plainfield, Hendricks County, Indiana, that the compensation for its elected officials, officers, board and commission members and employees for June 29, 2020 through December 31, 2020 shall be as follows:

**ADMINISTRATIVE**

TOWN COUNCIL (5) \$15,000.00 Annually  
Basic Group Life and AD&D not to exceed: \$102.00 Annually

CLERK-TREASURER \$70,000.00 Annually  
Basic Group Life and AD&D, STD/LTD not to exceed: \$405.00 Annually

	<u>Grade</u>	<u>Biweekly Base Salary</u>	
Town Manager	K	\$3,385.00	to \$4,826.00
Executive Director, Development Services (P.E.)	K	\$3,385.00	to \$4,826.00
Assistant Town Manager	J	\$3,039.00	to \$4,355.00
Director of Transportation, Engineer (P.E.)	J	\$3,039.00	to \$4,355.00
Director of Information Technology	J	\$3,039.00	to \$4,355.00
Director of Budget	I	\$2,885.00	to \$4,120.00
Director of Economic Development	I	\$2,885.00	to \$4,120.00
Director of Communications and Marketing	H	\$2,731.00	to \$3,885.00
Director of Planning and Zoning	H	\$2,731.00	to \$3,885.00
Budget Analyst	F	\$2,423.00	to \$3,453.00
Human Resource Manager	E	\$2,231.00	to \$3,178.00
Information Technology Manager	E	\$2,231.00	to \$3,178.00
Business Office Manager	E	\$2,231.00	to \$3,178.00
Building Commissioner	E	\$2,231.00	to \$3,178.00
Fleet and Facilities Manager	E	\$2,231.00	to \$3,178.00
Senior Planner	D	\$1,885.00	to \$2,708.00
Information Technology Specialist	C	\$1,808.00	to \$2,589.00
Staff Accountant	C	\$1,808.00	to \$2,589.00
Planner/GIS	C	\$1,808.00	to \$2,589.00
Building Inspector	C	\$1,808.00	to \$2,589.00
Code Enforcement Inspector	B	\$1,424.00	to \$2,040.00
Executive Assistant to Town Manager	B	\$1,424.00	to \$2,040.00
Executive Assistant to Development Services	B	\$1,424.00	to \$2,040.00
Accounts Payable Clerk	B	\$1,424.00	to \$2,040.00
Accounts Receivable Clerk	B	\$1,424.00	to \$2,040.00
Administrative Assistant	A	\$1,231.00	to \$1,766.00
Interns		\$8.25	to \$18.25 per hour
Part-Time Administrative/Clerical/Support		\$8.25	to \$18.25 per hour

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Part-Time Accounts Receivable Clerk \$8.25 to \$18.25 per hour  
 Clothing Allowance/PPE stipend for qualifying Full-time Employees \$300.00  
 Approved Special Assignment/Certification/Licensure \$.25-\$1.00 per hour

**BOARDS AND COMMISSIONS**

BZA Members (5) \$100.00 per meeting  
 Plan Commission (7) \$100.00 per meeting  
 Secretary BZA \$100.00 per meeting  
 Secretary Plan Commission \$100.00 per meeting  
 Design Review Committee (5) \$100.00 per meeting  
 Exempt Police Security (At meetings) \$100.00 per meeting  
 Police Commissioners (3) \$2,000.00 Annually

**PLAINFIELD POLICE DEPARTMENT SALARIES AND OTHER BENEFITS**

	<u>Grade</u>	<u>Biweekly Salary</u>	
Police Chief	I	\$2,885.00	to \$4,120.00
Deputy Chief	H	\$2,731.00	to \$3,885.00
Captains	*F	Incumbent Salary plus \$250 bi-weekly	
Lieutenants-Promotion from Sergeant	*F	Incumbent Salary plus \$100 bi-weekly	
Sergeants -Promotion from Corporal	*E	Incumbent Salary plus \$100 bi-weekly	
Corporals -Promotion from First Class	*D	Incumbent Salary plus \$100 bi-weekly	
Accreditation Manager	C	\$1,808.00	to \$2,589.00
Crime Scene Investigator	C	\$1,808.00	to \$2,589.00
First Class Patrol Officers	*C	\$1,808.00	to \$2,589.00
Probationary Patrol Officers	*B		\$22.30 per hour
Executive Assistant	B	\$1,424.00	to \$2,040.00
Administrative Assistant	A	\$1,231.00	to \$1,766.00
<u>Records Clerk</u>	<u>A</u>	<u>\$1,231.00</u>	<u>to \$1,766.00</u>
Part Time Admin/CSO (Community Support)		\$8.25	to \$18.25 per hour
Chaplain (1)			\$3,000.00 Annually
Clothing Allowance/PPE stipend for Officers/CSI			\$1,200.00 Annually
Clothing Allowance/PPE for Reserves			\$400.00 Annually
Clothing Allowance/Stipend/PPE for Approved Special Assignment			\$300.00 Annually
Shift Differential (After completion of FTO training)			\$1.00 per hour
Approved Advanced Certification/FTO/Instructor			\$1.00 per hour

All Non-Exempt/Non-Administrative/Shift Assigned Sworn Police Officers will receive 88 hours of holiday incentive per year.

\*All Officers follow the Section 7(k) overtime exemption of the FLSA (14 day tour of duty)

Certified Pension Base is First Class Patrol Officer's Annual Salary + 20 years longevity pay

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\$60,359.80+ \$3,000.00 = \$63,359.80

**PLAINFIELD FIRE TERRITORY SALARIES AND OTHER BENEFITS**

	<u>Grade</u>	<u>Biweekly Salary</u>		
Fire Chief	I	\$2,885.00	to	\$4,120.00
Assistant Fire Chief	H	\$2,731.00	to	\$3,885.00
Division Chief (4)	G	\$2,577.00	to	\$3,688.00
*Promotion to Battalion Chief (Level 3) (3)	*G	Incumbent hourly rate plus \$1.00 per hour		
*Promotion to Captain (Level 2) (3)	*F	Incumbent hourly rate plus \$1.00 per hour		
*Promotion to Lieutenant (Level 1) (9)	*F	Incumbent hourly rate plus \$1.00 per hour		
Fire Prevention Officer	D	\$1,885.00	to	\$2,708.00
First-Class Firefighter/Paramedic (21)	*D	\$1,885.00	to	\$2,708.00
First-Class Firefighter/EMT (37)	*C	\$1,808.00	to	\$2,589.00
Firefighter/Paramedic Probationary	*B			\$16.80 per hour
Firefighter/EMT Probationary	*B			\$15.80 per hour
<u>Executive Assistant</u>	<u>B</u>	<u>\$1,424.00</u>	<u>to</u>	<u>\$2,040.00</u>
Part-Time Ambulance Billing Clerk		\$8.25	to	\$18.25 per hour

\*All Firefighters follow the Section 7(k) overtime exemption of the FLSA (14 day tour of duty)

Clothing Allowance/PPE stipend for Firefighters \$1,000.00 Annually

Approved Special Assignment/Certification/Trainer \$.25-1.00 per hour

All non-exempt/Non-Administrative/Shift Assigned Sworn Firefighters will receive 88 hours of holiday incentive per year.

Certified Pension Base = First Class Firefighter salary with 20 Years Longevity  
 $\$60,359.80 + \$3,000.00 = \$63,359.80$

**TOWN COURT**

Judge				\$39,800.00 Annually
				Basic Group Life and AD&D, STD/LTD not to exceed: \$405.00 Annually
				Dental and Vision Insurance not to exceed: 1,057.80 Annually
Court Administrator	B	\$1,424.00	to	\$2,000.00
<u>Court Clerk</u>	<u>A</u>	<u>\$1,231.00</u>	<u>to</u>	<u>\$1,766.00</u>
Part-time Court Clerk		\$8.25	to	\$18.25 per hour
Bailiff				\$10.00 per hour

**PUBLIC WORKS**

	<u>Grade</u>	<u>Biweekly Salary</u>		
Director of Utilities	H	\$2,731.00	to	\$3,885.00
Director of DPW	H	\$2,731.00	to	\$3,885.00
Utility/DPW Manager(s)	E	\$2,231.00	to	\$3,178.00
Conservation/ Property Manager	E	\$2,231.00	to	\$3,178.00
Water/Wastewater Plant Crew Leader	C	\$1,808.00	to	\$2,589.00
Stormwater Crew Leader	C	\$1,808.00	to	\$2,589.00
Fleet Mechanic Crew Leader	C	\$1,808.00	to	\$2,589.00

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Streets Crew Leader	B	\$1,424.00	to	\$2,040.00
Stormwater Compliance Inspector	B	\$1,424.00	to	\$2,040.00
Construction Crew Leader	B	\$1,424.00	to	\$2,040.00
Fleet Mechanic	B	\$1,424.00	to	\$2,040.00
Operator Wastewater/Water	B	\$1,424.00	to	\$2,040.00
Operator Street Department	A	\$1,231.00	to	\$1,766.00
Operator Stormwater Department	A	\$1,231.00	to	\$1,766.00
<u>Administrative Assistant</u>	<u>A</u>	<u>\$1,231.00</u>	<u>to</u>	<u>\$1,766.00</u>
Part-Time Street Operator		\$8.25	to	\$18.25 per hour
Approved Special Assignment/Certification/Trainer/CDL		\$.25-\$1.25 per hour		
Clothing Allowance/PPE stipend for full-time employees		\$300.00		
Shift Differential		\$1.00 per hour		

**PARKS AND RECREATION**

	<u>Grade</u>	<u>Biweekly Salary</u>		
Director of Parks and Recreation	H	\$2,731.00	to	\$3,885.00
General Manager RAC	D	\$1,885.00	to	\$2,708.00
Recreation Facilities Operations Manager	C	\$1,808.00	to	\$2,589.00
Aquatics Facilities Operations Manager	C	\$1,808.00	to	\$2,589.00
Leisure Services Manager	C	\$1,808.00	to	\$2,589.00
Facility Maintenance Supervisor	B	\$1,424.00	to	\$2,040.00
Parks Maintenance Supervisor	B	\$1,424.00	to	\$2,040.00
Executive Assistant	B	\$1,424.00	to	\$2,040.00
Assistant Aquatic Manager	B	\$1,424.00	to	\$2,040.00
Building Supervisors	A	\$1,231.00	to	\$1,766.00
Recreation Program Coordinator	A	\$1,231.00	to	\$1,766.00
Special Events Coordinator	A	\$1,231.00	to	\$1,766.00
Park Maintenance Operator	A	\$1,231.00	to	\$1,766.00
<u>Splash Island Aquatic Supervisor</u>	<u>A</u>	<u>\$1,231.00</u>	<u>to</u>	<u>\$1,766.00</u>
Part-Time Crew Leaders		\$9.25	to	\$18.25 per hour
Part-Time Park Maintenance		\$9.25	to	\$18.25 per hour
Part-Time Lifeguards		\$9.25	to	\$12.25 per hour
Part-Time Recreation Guest Services		\$8.25	to	\$12.25 per hour
Part-Time Guest Services Indoor and Splash Island		\$8.25	to	\$12.25 per hour
Intern		\$8.25	to	\$12.25 per hour
Part-Time Programmers, Instructors and Events Workers		\$8.25	to	\$32.00 per class
Approved Special Assignment/Certification/Trainer/CDL		\$.25-\$1.25 per hour		
Clothing Allowance/PPE stipend for full-time employees		\$300.00		
Shift Differential (Beyond Scheduled Shift 10pm /or after 6pm)		\$1.00 per hour		

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**HENDRICKS COUNTY COMMUNICATION CENTER**

	<u>Grade</u>	<u>Biweekly Salary</u>	
Director	H	\$2,731.00	to \$3,885.00
Deputy Director	G	\$2,577.00	to \$3,688.00
Operations Manager	E	\$2,231.00	to \$3,178.00
Supervisor	C	\$1,808.00	to \$2,589.00
Accreditation Manager	C	\$1,808.00	to \$2,589.00
Quality Assurance Coordinator	C	\$1,808.00	to \$2,589.00
Assistant Supervisor	B	\$1,424.0	to \$2,040.00
Communications Officer	B	\$1,424.0	to \$2,040.00
Probationary with 5 Skill Sets	A	Incumbent salary plus \$1.00 per hour	
Probationary with 4 Skill Sets	A	Incumbent salary plus \$1.00 per hour	
Probationary with 3 Skill Sets	A	Incumbent salary plus \$.50 per hour	
Probationary with 2 Skill Sets	A	Incumbent salary plus \$.50 per hour	
Probationary with 1 Skill Set	A	Incumbent salary plus \$.50 per hour	
<u>Probationary Communications Officer</u>	<u>A</u>	<u>\$16.41 per hour</u>	
Part-time Fire Dispatch Certification		Additional \$.50 per hour	
Part-time Police Dispatch Certification		Additional \$.50 per hour	
Part-time Headquarters Certification		Additional \$.25 per hour	
Part-time IDACS/Warrants Certification		Additional \$.25 per hour	
Part-time Communication Officer		\$18.00	to \$26.00 per hour
Part-time Technical Assistant		\$18.00	to \$26.00 per hour
Shift Differential (After being certified on three disciplines)		\$1.00 per hour	
Approved Special Assignment/Certification/Trainer		\$1.00 per hour	

All non-exempt/Non-Administrative/Shift Assigned Communication Officers will receive 88 hours of holiday incentive per year.

**MISCELLANEOUS**

A part-time employee may earn an additional \$.25 per hour beginning on the first day of the pay period the month following the employee's anniversary date if the employee is not at the maximum of the grade and if they meets one of the following qualifications:

Part-Time Hendricks County Communication Center employees must average working one shift per week.

Parks and Recreation year-round employees must average working 10 hours per week.

Parks and Recreation seasonal employees must average working 25 hours per week for 10 weeks.

All other part-time employees must average working 12 hours per week.

These annual increases will top out at eight years of service.

Part-time employees not specifically provided for herein shall be paid at an hourly rate ranging from \$8.25 to \$32.00 and shall receive no other compensation or benefits.

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Unless otherwise listed above:

- a. The Town Council may make changes to employee compensation at any time by amending the Salary Ordinance.
- b. Employees may receive performance bonuses as determined by the Town Council when awards are warranted.
- c. The Town of Plainfield assumes 3% of the employee contribution to civilian PERF and Police and Fire 1977 Funds.
- d. The Town of Plainfield assumes the premium for life insurance, short-term disability insurance and long-term disability insurance on behalf of employees and eligible elected officials.
- e. The Town of Plainfield shares in the medical and other health insurance costs with employees and eligible elected officials. Contribution amounts are determined annually.
- f. Elected officials receive personal computer data card benefit of \$51.00 monthly.
- g. Employees receive Paid Time Off, On-Call pay, Comp Time, shift differential, Holiday time, Special Assignment/Certification pay, overtime and other compensation and benefits as provided for in the Employee Handbook beyond base pay.

All full-time Town of Plainfield employees (excluding elected officials) will be paid longevity/retention pay based on the following schedule; for continuous employment (without a break in service). Employees hired between 2016 and September 30, 2019 will have their longevity/retention pay in January 2019. Employees hired prior to 2016 will have 50% of their longevity/retention pay in January and the remaining 50% paid in July 2020. Employees hired between October 1, 2019 and December 31, 2019 will not receive longevity/retention pay.

**LONGEVITY/RETENTION SCHEDULE**

Hired in	Paid in 2019
Pre-2000	\$3,000
2000	\$3,000
2001	\$2,500
2002	\$2,500
2003	\$2,500
2004	\$2,500
2005	\$2,500
2006	\$2,000
2007	\$2,000
2008	\$2,000
2009	\$2,000
2010	\$2,000
2011	\$1,800
2012	\$1,600
2013	\$1,400
2014	\$1,200
2015	\$1,000
2016	\$ 600
2017	\$ 450
2018	\$ 300
2019	\$ 150

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This ordinance shall be in force and effect from and after its adoption by the Town Council and any publication required by law.

Passed and adopted by the Town Council of the Town of Plainfield, Indiana, on the 22nd day of June, 2020.

DocuSigned by:  
*Robin G. Brandgard*  
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Robin G. Brandgard, President

DocuSigned by:  
*Bill Kirchoff*  
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Bill Kirchoff, Vice President

DocuSigned by:  
*Kent McPhail*  
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*Dan Bridget*  
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Daniel Bridget

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*Lance Angle*  
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Lance K. Angle

ATTESTED BY:

DocuSigned by:  
*Mark J. Todisco*  
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Mark Todisco, Clerk-Treasurer  
of the Town of Plainfield, Indiana