

RESOLUTION 2016-17

SALARY RESOLUTION FOR 2017

WHEREAS, the Board of Sanitary Commissioners, having jurisdiction over the finances of the Muncie Sanitary District; and

WHEREAS, Indiana State Statute 36-9-30-9 states that the Board of Sanitary Commissioners may employ, fix the compensation of, and assign the duties of engineers, architects, inspectors, superintendents, managers, collectors, attorneys, and other employees it considers necessary in the execution of its power and duties; and

WHEREAS, Indiana State Statute 36-9-25-32 states that the Board of Sanitary Commissioners shall provide money to pay all expenses of the Board, including Salaries of officers and employees; and

WHEREAS, the below listed bi-weekly salary ranges are set with minimum and maximum rates and salary employees with listed salary ranges will be compensated within the listed range; and

WHEREAS, from time to time a non-exempt employee may be required to work overtime and a premium rate of one and one half times the employees hourly rate will be compensated; and

WHEREAS, the amount of salary or hourly rate to be paid for a position is before longevity or differential pay is added to that position; and

WHEREAS, the calculation of the January 1, 2017 pay for the pay period from December 18, 2016 to December 31, 2016 paid on January 6, 2017 will be computed using the Year 2017 rates. Pay days will continue after January 6, 2017 at the Year 2017 rates every two weeks until duly changed and approved.

BE IT THEREFORE RESOLVED, that the Board of Sanitary Commissioners, having jurisdiction over the finances of the Muncie Sanitary District, do hereby fix the bi-weekly salary ranges, the bi-weekly salaries and hourly rates for the positions as set forth below, for the period beginning January 1, 2017, and continuing thereafter until duly changed and approved.

ADMINISTRATIVE OFFICE (611-90):

Board President	756.28 Bi-weekly
Board Vice-President	657.61 Bi-weekly
Board Secretary	657.61 Bi-weekly
District Administrator	1,981.16 to 2,955.02 Bi-weekly
Financial Manager	1,981.16 to 2,737.89 Bi-weekly
Health Insurance Administrator	1,981.16 to 2,737.89 Bi-weekly
Benefits Coordinator	17.83 Hourly
Secretary	17.83 Hourly
Administration Office Manager	18.91 Hourly
Data Entry	14.25 Hourly

SANITATION DEPARTMENT (275-77):

Sanitation Superintendent	1,981.16 to 2,737.89 Bi-weekly
Sanitation Supervisor	1,724.45 to 2,336.25 Bi-weekly
Code Enforcement Officer	18.89 Hourly
Office Manager	17.83 Hourly
Secretary	17.83 Hourly
CDL Driver	17.83 Hourly
Maintenance	17.55 Hourly
Laborer	16.75 Hourly
Receptionist	15.81 Hourly

RECYCLING (275-79):

Recycling Coordinator	1,981.16 to 2,737.89 Bi-weekly
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STORM WATER MANAGEMENT/CNG (617-89):

Stormwater/Recycling Educator	20.81 Hourly
Stormwater Inspector	21.83 Hourly
Laborer	16.75 Hourly
CNG Mechanical Sweeper Operator	17.66 Hourly
CNG Fuel System Technician	18.89-22.07 Hourly

ENGINEERING DEPARTMENT (611-81):

Sewer Maintenance/Engineering Superintendent	1,981.16 to 2,737.89 Bi-weekly
District Engineer, PE	2,380.66 to 3,329.59 Bi-weekly
Assistant Engineer, PE	2,110.13 to 2,705.30 Bi-weekly
Administrative Manager	1,724.45 to 2,336.25 Bi-weekly
Survey Manager	1,724.45 to 2,336.25 Bi-weekly
Surveyor	19.36 Hourly
CAD Draftsman	19.36 Hourly
Inspector	19.36 Hourly
Survey Crewmember	16.84 Hourly
Secretary	17.83 Hourly

INFORMATION TECHNOLOGY (611-82):

IT Administrator	1,981.16 to 2,737.89 Bi-weekly
Computer Operations Specialist	24.01 Hourly
Computer Network Specialist	24.56 Hourly
GIS Specialist	21.57 Hourly
GIS Tech	19.36 Hourly
Assistant Computer Operations Specialist	19.36 Hourly

WATER POLLUTION CONTROL (611-84):

Plant Superintendent	1,981.16 to 2,737.89 Bi-weekly
Maintenance Manager	1,724.45 to 2,336.25 Bi-weekly
Operations Manager	1,724.45 to 2,336.25 Bi-weekly
Administrative Manager	1,724.45 to 2,336.25 Bi-weekly
Welder/Metal Fabricator	17.52 to 21.76 Hourly
Electrician	21.79 Hourly
Secretary	17.83 Hourly
Plant Operator - No License	17.66 Hourly
Maintenance	17.66 Hourly
Solids Handling/Driver Operator	17.66 Hourly
Laborer	16.75 Hourly
CDL Driver	17.83 Hourly

SEWER MAINTENANCE (611-85):

Assistant Superintendent	1,724.45 to 2,336.25 Bi-weekly
Construction Manager	1,690.64 to 1,958.58 Bi-weekly
Camera Manager	1,690.64 to 1,958.58 Bi-weekly
Lead Mechanic	18.70 to 21.95 Hourly
Construction Crewmember	17.88 to 20.00 Hourly
Field Manager	20.31 Hourly

Certified Mechanic "A"	18.70 Hourly
Mechanic – Non-Certified	18.41 Hourly
Secretary	17.83 Hourly
Sewer Maintenance Crewmember	17.66 Hourly
Laborer	16.75 Hourly
CDL Driver	17.83 Hourly
Mechanical Sweeper Operator	17.66 Hourly

SEWAGE UTILITY OFFICE (611-86):

Billing Manager	1,724.45 to 2,336.25 Bi-weekly
Working Foreman	18.91 Hourly
Account Specialist	17.83 Hourly

BUREAU OF WATER QUALITY (611-87):

Director	1,981.16 to 2,737.89 Bi-weekly
Surveillance Supervisor	1,724.45 to 2,336.25 Bi-weekly
Lab Manager	1,724.45 to 2,336.25 Bi-weekly
Biologist II	22.25 Hourly
Surveillance II	22.25 Hourly
Chemist	22.25 Hourly
Lab Analyst II	22.25 Hourly
Biologist I	20.91 Hourly
Surveillance I	20.91 Hourly
Lab Analyst I	20.91 Hourly
Secretary	17.83 Hourly

LONGEVITY PAY:

The District will pay longevity pay for continuous full time employment from last date of hire as follows:

After completion of:	Bi-Weekly	Hourly
Five (5) years of service	\$32.00	\$0.40
Ten (10) years of service	\$48.00	\$0.60
Fifteen (15) years of service	\$64.00	\$0.80
Twenty (20) years of service	\$80.00	\$1.00
Twenty Five (25) years of service	\$96.00	\$1.20

DIFFERENTIAL PAYS:

- \$.20 per hour – 2nd Shift
- \$.30 per hour – 3rd Shift
- \$.50 per hour – Cold Weather Pay
- \$.50 per hour – Crew Leader
- \$.25 per hour – HHW Certification
- \$1.00 to \$3.00 per hour – Working Foreman
- \$1.00 to \$3.00 per hour – Office Manager

Wastewater Operator Certification

The Muncie Sanitary District recognizes the Indiana Department of Environmental Management’s Wastewater Operator Certification. Employees of the Muncie Sanitary District whose job duties include knowledge of wastewater treatment in various forms are eligible for Wastewater Operator Certification. Eligibility for Operator’s Certification is determined by the State via an application process which considers the relevance of the applicant’s job responsibilities to wastewater treatment plant operation. These departments typically include the WPCF and BWQ. Employees must sit for the exam given by the Indiana Department of Environmental Management and pass with at least a 70% or higher. Each level of

certification supersedes the previous level and pay will only be for the highest level achieved. All certifications must be kept up to date and the new licenses or certifications must be kept on file in the personnel records. It will be up to the certified operator to obtain enough contact hours to fulfill the necessary amount needed to renew their license. Each certification level will receive a pay rate of \$0.25 increase. Certificate pay will only be available if it pertains directly to your job as of 2015.

Wastewater Operator Class I License
 Wastewater Operator Class II License
 Wastewater Operator Class III License
 Wastewater Operator Class IV License
Mechanic "A" Certification

The Muncie Sanitary District recognizes the National Institute for Automotive Service Excellence (ASE) levels of certification. Technicians are tested and certified in both automobile and heavy-duty truck repair. All certifications must be kept up to date and the new licenses or certifications must be kept on file in the personnel records. It will be up to the certified mechanic to take the appropriate tests to renew their certifications. Each certification category and level will receive a pay rate of \$0.12.

Automobile and Light Truck Certification categories:

A1 - Engine Repair
 A2 - Automatic Transmission/Transaxle
 A3 - Manual Drive Train and Axles
 A4 - Suspension and Steering
 A5 - Brakes
 A6 - Electrical/Electronic Systems
 A7 - Heating and Air Conditioning
 A8 - Engine Performance

The Medium-Heavy Truck Certification for vehicles over 10,000 pounds G.V.W. are:

T1 - Engine Repair – Gasoline
 T2 - Engine Repair - Diesel
 T3 - Drive Train
 T4 - Brakes & Braking Systems
 T5 - Suspension & Steering Systems
 T6 - Electrical Systems
 T7 - Heating, Ventilation and Air Conditioning (HVAC)
 T8 - Preventative Maintenance Inspection

TEMPORARY EMPLOYMENT:


Part Time with CDL	Up to 12.73 Hourly
Part Time Help	Up to 11.14 Hourly
Temporary Help	Up to 11.14 Hourly
Seasonal Help	Up to 11.14 Hourly

The Muncie Sanitary District's Salary Resolution for 2017 has been approved this 15th day of September 2016.

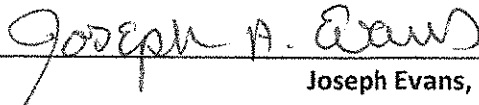
Effective Date: January 1, 2017



William Smith, President



Michael R. Cline, P.E., Vice President



Joseph Evans, Secretary



Deborah Ervin, Financial Manager