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**RESOLUTION 2023-09
SALARY RESOLUTION FOR 2024
MUNCIE SANITARY DISTRICT**

WHEREAS, the Board of Sanitary Commissioners, having jurisdiction of 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 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 and 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, 2024 pay for the pay period from December 24, 2023 to January 6, 2024 paid on January 12, 2024 will be computed using the Year 2024 rates. Pay days will continue after January 12, 2024 at the Year 2024 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, 2024 and continuing thereafter until duly changed and approved.

ADMINISTRATION (611-90):

| | |
|--------------------------------|------------------------------------|
| Board President | \$911.17 to \$1,064.96 Bi-weekly |
| Board Vice-President | \$792.36 to \$934.79 Bi-weekly |
| Board Secretary | \$792.36 to \$934.79 Bi-weekly |
| Board Member | \$0 to \$934.79 Bi-weekly |
| District Administrator | \$2,386.68 to \$4,298.15 Bi-weekly |
| Financial Manager | \$2,386.68 to \$4,065.77 Bi-weekly |
| HR Director | \$2,386.68 to \$3,393.10 Bi-weekly |
| Health Insurance Administrator | \$2,386.68 to \$3,393.10 Bi-weekly |
| Benefits Coordinator | \$21.91 to \$25.46 Hourly |
| Executive Office Manager | \$23.30 to \$28.32 Hourly |
| Sustainability Coordinator | \$22.65 to \$31.05 Bi-weekly |
| Laborer | \$20.71 to \$22.01 Hourly |
| Receptionist | \$19.59 to \$20.83 Hourly |
| Data Entry | \$17.70 to \$18.84 Hourly |

SANITATION (275-77):

| | |
|----------------------------|------------------------------------|
| Sanitation Superintendent | \$2,386.68 to \$3,393.10 Bi-weekly |
| Sanitation Supervisor | \$2,077.43 to \$2,919.61 Bi-weekly |
| Code Enforcement Officer | \$23.28 to \$24.72 Hourly |
| CNG Fuel System Technician | \$23.28 to \$28.73 Hourly |
| Lead Mechanic | \$23.05 to \$32.19 Hourly |
| Certified Mechanic "A" | \$25.73 to \$27.28 Hourly |
| Mechanic – Non Certified | \$22.71 to \$24.10 Hourly |
| Office Manager | \$22.21 to \$25.20 Hourly |
| Administrative Assistant | \$22.01 to \$23.38 Hourly |
| CDL Driver | \$22.01 to \$23.38 Hourly |
| Maintenance | \$21.81 to \$23.17 Hourly |
| Welder/Metal Fabricator | \$21.63 to \$28.33 Hourly |
| Laborer | \$20.71 to \$22.01 Hourly |
| Receptionist | \$19.59 to \$20.83 Hourly |

ENGINEERING (611-81):

| | |
|------------------------------------|--------------------------------------|
| Director | \$2,386.68 to \$3,393.10 Bi-weekly |
| District Engineer, PE | \$2,868.04 to \$4,074.51 Bi-weekly |
| Field Manager | \$2,077.43 to \$2,919.61 Bi-weekly |
| Survey & Information Manager | \$2,077.43 to \$2,919.61 Bi-weekly |
| Camera Manager | \$2,037.24 to \$2,658.40 Bi-weekly |
| Construction Crew Manager | \$1,977.84 to \$2,403.31 Bi-weekly |
| GIS Specialist | \$27.83 to \$29.48 Hourly |
| Surveyor | \$23.85 to \$25.31 Hourly |
| CAD Draftsman | \$23.85 to \$25.31 Hourly |
| Camera Operator | \$23.85 to \$25.31 Hourly |
| GIS Tech | \$23.85 to \$25.31 Hourly |
| Inspector | \$23.85 to \$25.31 Hourly |
| Construction Crewmember CDL Driver | \$22.51 to \$25.82 Hourly |
| Construction Crewmember | \$22.01 to \$25.82 Hourly |
| Survey Crewmember | \$21.81 to \$23.17 Hourly |
| Office Manager | \$22.21 to \$25.20 Hourly |
| Administrative Assistant | \$22.01 to \$23.38 Hourly |

\$26.32 SB

INFORMATION TECHNOLOGY (611-82):

| | |
|--------------------------------|------------------------------------|
| IT Administrator | \$2,386.68 to \$3,393.10 Bi-weekly |
| Computer Network Specialist | \$30.12 to \$36.66 Hourly |
| Computer Operations Specialist | \$26.56 to \$34.22 Hourly |

WATER POLLUTION CONTROL (611-84):

| | |
|---------------------------------|------------------------------------|
| Plant Superintendent | \$2,386.68 to \$3,393.10 Bi-weekly |
| Maintenance Manager | \$2,077.43 to \$2,919.61 Bi-weekly |
| Operations Manager | \$2,077.43 to \$2,919.61 Bi-weekly |
| Administrative Manager | \$2,077.43 to \$2,919.61 Bi-weekly |
| Welder/Metal Fabricator | \$21.63 to \$28.33 Hourly |
| Electrician | \$26.77 to \$28.38 Hourly |
| Operator | \$21.81 to \$23.17 Hourly |
| Maintenance | \$21.81 to \$23.17 Hourly |
| Solids Handling/Driver Operator | \$21.81 to \$23.17 Hourly |
| Office Manager | \$22.21 to \$25.20 Hourly |
| Administrative Assistant | \$22.01 to \$23.38 Hourly |
| CDL Driver | \$22.01 to \$23.38 Hourly |
| Laborer | \$20.71 to \$22.01 Hourly |

SEWER MAINTENANCE (611-85):

| | |
|---------------------------------|------------------------------------|
| Superintendent | \$2,386.68 to \$3,393.10 Bi-weekly |
| Assistant Superintendent | \$2,077.43 to \$2,919.61 Bi-weekly |
| Lead Mechanic | \$23.05 to \$32.19 Hourly |
| Certified Mechanic "A" | \$25.73 to \$27.28 Hourly |
| Mechanic – Non Certified | \$22.71 to \$24.10 Hourly |
| Office Manager | \$22.21 to \$25.20 Hourly |
| Administrative Assistant | \$22.01 to \$23.38 Hourly |
| Sewer Maintenance Crewmember | \$22.01 to \$23.38 Hourly |
| CNG Mechanical Sweeper Operator | \$21.81 to \$23.17 Hourly |
| Laborer | \$20.71 to \$22.01 Hourly |

SEWAGE UTILITY OFFICE (611-86):

| | |
|--------------------|------------------------------------|
| Billing Manager | \$2,077.43 to \$2,919.61 Bi-weekly |
| Office Manager | \$22.21 to \$25.20 Hourly |
| Account Specialist | \$22.01 to \$23.38 Hourly |

BUREAU OF WATER QUALITY (611-87):

| | |
|--------------------------|------------------------------------|
| Director | \$2,386.68 to \$3,393.10 Bi-weekly |
| Surveillance Supervisor | \$2,077.43 to \$2,919.61 Bi-weekly |
| Lab Manager | \$2,077.43 to \$2,919.61 Bi-weekly |
| Biologist II | \$27.34 to \$28.96 Hourly |
| Surveillance II | \$27.34 to \$28.96 Hourly |
| Chemist | \$27.34 to \$28.96 Hourly |
| Lab Analyst II | \$27.34 to \$28.96 Hourly |
| Biologist I | \$25.73 to \$27.28 Hourly |
| Surveillance I | \$25.73 to \$27.28 Hourly |
| Lab Analyst I | \$25.73 to \$27.28 Hourly |
| Stormwater Inspector | \$26.82 to \$28.43 Hourly |
| Office Manager | \$22.21 to \$25.20 Hourly |
| Administrative Assistant | \$22.01 to \$23.38 Hourly |

LONGEVITY PAY:

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

| After completion of: | <i>Bi-Weekly</i> | <i>Hourly</i> |
|-----------------------------------|------------------|---------------|
| Five (5) years of service | \$52.00 | \$0.65 |
| Ten (10) years of service | \$68.00 | \$0.85 |
| Fifteen (15) years of service | \$84.00 | \$1.05 |
| Twenty (20) years of service | \$100.00 | \$1.25 |
| Twenty-five (25) years of service | \$116.00 | \$1.45 |

DIFFERENTIAL PAYS:

- \$0.20 per hour – 2nd Shift
- \$0.30 per hour – 3rd Shift
- \$0.50 per hour – Cold Weather Pay
- \$0.50 per hour – Crew Leader
- \$0.50 per hour – HHW Certification
- \$1.25 per hour – CNG Certified
- \$2.50 per hour – CNG Tank Certified
- \$1.00 to \$3.00 per hour – Working Foreman

Waste 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 included 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 license 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 the following:

| | |
|---------------------------------------|---------------|
| Wastewater Operator Class I License | \$0.75 Hourly |
| Wastewater Operator Class II License | \$1.00 Hourly |
| Wastewater Operator Class III License | \$1.25 Hourly |
| Wastewater Operator Class IV License | \$1.50 Hourly |

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.:

T1 – Engine Repair – Gasoline

T2 – Engine Repair – Diesel

T3 – Drive Train

T4 – Brakes and Braking Systems

T5 – Suspension and Steering Systems

T6 – Electrical Systems

T7 – Heating, Ventilation and Air Conditioning (HVAC)

T8 – Preventative Maintenance Inspection

HSA-HRA-WELLNESS

\$1,000.00

TEMPORARY EMPLOYMENT:

Part Time with CDL Up to \$18.96

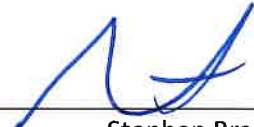
Part Time Up to \$15.00

Seasonal Up to \$15.00

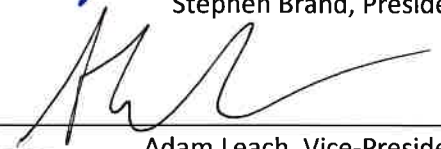
The Muncie Sanitary District's Salary Resolution for 2024 has been approved this 15 day of November.

Effective Date: January 1, 2024

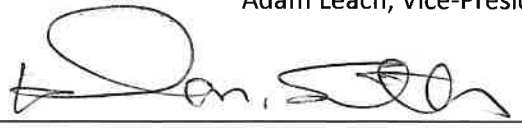
**THE MUNCIE SANTIARY DISTRICT
BOARD OF SANITARY COMMISSIONERS**



Stephen Brand, President



Adam Leach, Vice-President



David Smith, Secretary



Tim Overton, Board Member