

**RESOLUTION 2023-03  
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	\$911.17 to \$1,064.96 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
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 \$3,148.00 Bi-weekly
Survey & Information Manager	\$2,077.43 to \$3,148.00 Bi-weekly
Sewer Crew Manager	\$2,077.24 to \$3,148.00 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	\$22.01 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
Certified Mechanic "A"	\$25.73 to \$27.28 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

**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

**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 – 2<sup>nd</sup> Shift
- \$0.30 per hour – 3<sup>rd</sup> Shift
- \$0.50 per hour – Cold Weather Pay
- \$0.50 per hour – Crew Leader
- \$0.50 per hour – HHW Certification
- \$0.75 per hour – NASSCO 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


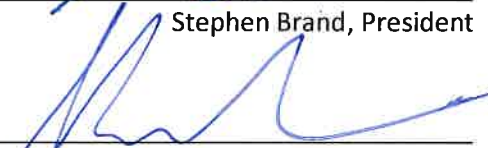

**TEMPORARY EMPLOYMENT:**

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 6 day of March.

Effective Date: March 18, 2024

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

  
\_\_\_\_\_  
Stephen Brand, President  
\_\_\_\_\_  
Adam Leach, Vice-President  
\_\_\_\_\_  
David Smith, Board Member  
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Tim Overton, Board Member  
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Aaron Clark, Board Member