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Warrick County Council Ordinance Number 2020-02
WARRICK COUNTY, INDIANA
2021 SALARY ORDINANCE

WHEREAS, Indiana Code 36-2-3-7, Indiana Code 36-2-5-11, and Indiana Code 6-1.1-17-5 require that annually, on any date after August 15, but before November 1st, the Warrick County Council, hereinafter also referred to as "the Council", adopt an ordinance fixing the compensation for all County officers, deputies, and other employees;

WHEREAS, pursuant to Indiana Code 36-2-5-3 the Council has the power to fix the number, job classifications, and compensation of officers, deputies, and employees;

NOW, THEREFORE BE IT ORDAINED that the Council hereby adopts the 2021 Salary Ordinance:

SECTION 1. FACTOR EVALUATION SYSTEM JOB CATEGORIES

Each position is assigned to a job category according to established criteria. The job categories as established by the job classification system are as follows:

COMOT	Clerical, Office Machine Operators, Technician
LTC	Labor, Trades and Crafts
PAT	Professional, Administrative, Technological
POLE	Protective Occupations and Law Enforcement(Matrix)
SO	Special Occupations
SE	Special Excluded
SPEX	Special Exempt

All SO, SE, and SPEX positions are classified as exempt positions and are not to be compensated monetarily for overtime.

SECTION 2: FACTOR EVALUATION SYSTEM JOB FACTORING

The Factor Evaluation System, hereinafter also referred to as "FES" only compares a position to jobs within the same job category. For example, COMOT jobs cannot be compared to PAT jobs.

SECTION 3: PERSONNEL COMMITTEE

The Warrick County Personnel Committee, hereinafter also referred to as "the Committee", is established to oversee job classification maintenance procedures, study the job classification system and job descriptions, review compensation policies and schedules, and make recommendations to the Council concerning such matters.

The Committee shall have three (3) voting members as follows:

Three (3) County Council members, to be appointed by the Council.
The appointed members shall serve on the Committee until December 31, 2021.
The Committee shall elect a Chairperson and a Vice Chairperson from its own membership.
The Chairperson shall preside at the meetings of the Committee, and in the absence of the Chairperson, the Vice Chairperson shall preside. The Council shall establish committee policies and procedures.

The Council's designee shall serve as Secretary for the Committee and shall prepare and post the agenda and give notices as required by the Indiana Open Door Law.

SECTION 4: FAIR LABOR STANDARDS ACT

The salary and hourly pay rates of all classified jobs are established on a forty (40) hour work week, pursuant to the provisions of the Federal Fair Labor Standards Act (FLSA). The County has established timekeeping and payroll policies and procedures to comply with applicable provisions of the FLSA. A listing of all classified positions and their status under the FLSA is on file in the Auditor's office and is incorporated as part of this ordinance.

SECTION 5: WARRICK COUNTY COMPENSATION SCHEDULES

1. Pay schedules for each job category are attached to this Salary Ordinance and are hereby adopted.

2. Pay steps are determined by employee longevity as of January 1. In the event that a position becomes vacant, a current County employee who is appointed to the position shall be compensated at the appropriate step for the new position according to his/her eligible of County service.

3. All employees within the COMOT, PAT, LTC and SPEX categories hired after January 1, 2004 will be compensated at the initial rate for the position and will receive longevity pay based upon the initial hire rate calculated on a three year interval at the pay rate of $250.00 as follows:

YEARS	LONGEVITY PAY
5	$ 250.00
8	$ 500.00
11	$ 750.00
14	$ 1,000.00
17	$ 1,250.00
20	$ 1,500.00
23	$ 1,750.00
26	$ 2,000.00
29	$ 2,250.00

Any deviation from the salaries specified herein shall be made only after a request to the Council for approval. Job classifications and salary classes are based on the evaluation of the job description for each position.

WARRICK COUNTY COUNCIL

Greg Richmond, President

David Hachmeister

Richard Reid

Ted Metzger, Vice President

Cindy Ledbetter

Brad Overton

Charles Christmas

ATTEST: Debbie Stevens- Auditor Attest

Deborah Stevens