

SEP 30 2024

CITY CLERK

**SPECIAL ORDINANCE NO. 25, 2024
AS AMENDED**

AN ORDINANCE SETTING THE MAXIMUM SALARY AND ESTABLISHING CERTAIN BENEFITS FOR THE CIVILIAN MEMBERS OF THE POLICE DEPARTMENT FOR THE CITY OF TERRE HAUTE, INDIANA FOR 2025, TO TAKE EFFECT ON JANUARY 1, 2025.

BE IT ORDAINED BY the Common Council of the City of Terre Haute, Indiana:

SECTION 1. Commencing January 1, 2025 the following salary schedule, not to exceed the amounts listed, shall be in full force and effect for civilian members of the Police Department of the City of Terre Haute, Indiana.

CLERK/TYPIST LEVEL I shall be paid an annual salary of \$38,506.

SECRETARY LEVEL II shall be paid an annual salary of \$40,338.

SECRETARY LEVEL III shall be paid an annual salary of \$42,173.

PARKING VIOLATIONS CLERK shall be paid an annual salary of \$38,506.

SOCIAL WORKER shall be paid an annual salary of \$57,000.

SECTION 2. Civilian members of the Terre Haute Police Department will receive nine (9) sick days per year with a cap of sixty (60) sick days. The sick days will accumulate and carry over from year to year.

Each secretarial and clerical employee who works two (2) consecutive months without using any Sick Days will receive one (1) Reward Day for a maximum of six (6) Reward Days per year. These days will accumulate to a maximum of one-hundred twenty (120) hours and may be carried over from one calendar year to the next.

SECTION 3. The City of Terre Haute agrees that all civilian members of the Police Department shall receive five (5) personal days to be used at the member's discretion within one (1) calendar year. Personal days not used by year's end will be forfeited.

SECTION 4. All civilian members of the Terre Haute Police Department shall be entitled to the same number of holidays as afforded all City Hall employees as set forth by the Common Council of the City of Terre Haute.

SECTION 5. Civilian members of the Terre Haute Police Department shall receive the following vacation schedule:

0 - 1 years (after 7 months)	One (1) day per month for a maximum of five (5) days
1 - 5 years	Ten (10) days
6 - 10 years	Fifteen (15) days
11 - 15 years	Twenty (20) days
16 - 20 + years	Twenty-Five (25) days
21+ years	Thirty (30) days

SECTION 6. In addition to salaries set forth in Section 1 of this Ordinance, all civilian members of the Police Department shall receive additional compensation based on the length and service completed prior to January 1, 2025 with said department, in amounts as designated on the following schedule:

- (a) On the first anniversary of employment, an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (b) On the second anniversary of employment, an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (c) On the third anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (d) On the fourth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (e) On the fifth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (f) On the sixth anniversary of employment, an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (g) On the seventh anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (h) On the eighth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (i) On the ninth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (j) On the tenth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (k) On the eleventh anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (l) On the twelfth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (m) On the thirteenth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (n) On the fourteenth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (o) On the fifteenth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (p) On the sixteenth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).

- (q) On the seventeenth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (r) On the eighteenth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (s) On the nineteenth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (t) On the twentieth anniversary of employment an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (u) On the 21st anniversary of employment, an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (v) On the 22nd anniversary of employment, an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (w) On the 23rd anniversary of employment, an additional Four Hundred Eight-One Dollars and Thirty-Three Cents (\$481.33).
- (x) On the 24th anniversary of employment, an additional Nine Hundred, Sixty-Two Dollars and Sixty-Six Cents (\$962.66).

Representing a maximum of Twelve Thousand Thirty-Three Dollars and Twenty-Five Cents (\$12,033.25).

SECTION 7. Commencing January 1, 2025, the City of Terre Haute will provide to each full time, permanent employee whose salary is established by this ordinance, and his or her eligible dependents, health and hospitalization insurance coverage through December 31, 2025. The City will pay no less than seventy percent (70%) of the actual monthly premium.

The payment of the sums contemplated herein to be paid by the employee shall be by means of payroll deduction, through the Office of the City Controller of the City of Terre Haute, as insurance premiums are presently deducted in such office.

SECTION 8. Commencing January 1, 2025, the City of Terre Haute will provide to each full time, permanent employee whose salary is established by this ordinance dental insurance coverage through December 31, 2025. The City will pay no less than Seventy percent (70%) of the actual monthly premium.

SECTION 9. Commencing January 1, 2025, the City of Terre Haute will provide to each permanent member, whose salary is established by this ordinance, Twenty-Five Thousand Dollars (\$25,000.00) of life insurance coverage through December 31, 2025 and Ten Thousand Dollar (\$10,000.00) line of duty death benefit. The City will pay one hundred percent (100%) of the costs of such coverage.

SECTION 10. Overtime or additional pay can be paid to civilian members of the Terre Haute Police Department for work performed in time of emergencies. Said pay must be requested by the Department Head of said employee or employees or the Mayor and approved by the Board of Public Works.

SECTION 11. The salaries of all civilian members of the Police Department of the City of Terre Haute shall be fixed on an annual basis, but the salaries shall be paid bi-weekly in a manner established by the Board of Public Works.

SECTION 12. The illegality or invalidity, for any reason, of any of the sections of this ordinance, or parts thereof, shall invalidate only such sections or sections as are so determined to be illegal or invalid, any such invalidity shall have no effect on the remaining sections of this ordinance.

SECTION 13. Contract items other than those set forth above are covered by a Contract entered into by, civilian members of the Terre Haute Police Department, and the Board of Public Works for the City of Terre Haute.

SECTION 14. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 15. This ordinance shall be in full force and effect from and after the date of its passage according to law and shall be effective as in the salaries and benefits provided on and for January 1, 2025.

Introduced by: Cheryl Loudermilk Cheryl Loudermilk, Councilperson

Passed in open Council this 10 day of October, 2024.

Tammy Boland Tammy Boland, President

ATTEST: Michelle L. Edwards Michelle L. Edwards, City Clerk

Presented by me to the Mayor this 10 day of October, 2024. at 8:10pm
o'clock

Michelle L. Edwards Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this 10 day of October, 2024.

Brandon C. Sakbun Brandon C. Sakbun, Mayor

ATTEST: Michelle L. Edwards Michelle L. Edwards, City Clerk