



# ZIONSVILLE

FOR ALL THE RIGHT REASONS

**ZIONSVILLE TOWN COUNCIL  
MEETING AGENDA  
FOR  
MONDAY, APRIL 6, 2020 AT 7:00 PM  
ELECTRONIC MEETING  
1100 West Oak Street**

**To join the webinar: <https://zoom.us/j/156545305>; Webinar ID: 156 545 305; Phone: 646-558-8656.**

1. OPENING
  - A. CALL MEETING TO ORDER
  - B. PLEDGE OF ALLEGIANCE
2. APPROVAL OF THE MEMORANDUM OF THE MARCH 2, 2020 REGULAR MEETING (Copy Posted)
3. REQUEST TO SPEAK
4. SWEARING IN OF NEW POLICE CHIEF
5. OLD BUSINESS
6. NEW BUSINESS

- A. A Resolution To Regarding Paid Emergency Leave For Employees Of The Town

Documents:

[RESOLUTION TO ADOPT EMERGENCY PAID LEAVE POLICY \(FINAL\).PDF](#)

- B. An Ordinance Amending The Salary Ordinance Of The Town Of Zionsville, Indiana For The Calendar Year 2020

Documents:

[ZIONSVILLE SALARY ORDINANCE AMENDMENT \(FINAL\).PDF](#)

- C. A Resolution Re-Appropriating Funds For New Positions

Documents:

RE-APPROPRIATION RESOLUTION 2020-.PDF

D. A Resolution Regarding Approval Of Acquisition Of Land

7. OTHER MATTERS

8. APPROVAL OF CLAIMS

9. ADJOURN

The next regular Town Council meeting is scheduled for Monday, April 20, 2020 @ 7:30 a.m. via electronic meeting. In his Executive Orders 20-02, 20-04 AND 20-08 (collectively, the “**Executive Orders**”), Governor Eric J. Holcomb has ordered all political subdivisions of the State of Indiana to limit public gatherings and to implement the Centers for Disease Control and Prevention’s and the Indiana State Department of Health’s recommended virus mitigation strategies. The Executive Orders suspend certain requirements for Essential Governmental Functions that facilitate Essential Infrastructure with respect to public meetings and open door laws, including suspending physical participation requirements by members of public agency governing bodies and permitting public attendance through electronic means of communications. As a political subdivision of the State of Indiana, the Zionsville Town Council must comply with the Executive Orders throughout the duration of the COVID-19 Public Health Emergency. According, all public meetings of the Town Council shall be conducted in the following manner until the end of the COVID-19 Public Health Emergency. Members of the public shall have the right to attend Town Council Public Meetings via the following forms of electronic communication. A zoom link will be provided in the meeting notice.

**RESOLUTION 2020-  
OF THE TOWN OF ZIONSVILLE**

**A RESOLUTION REGARDING PAID EMERGENCY LEAVE FOR  
EMPLOYEES OF THE TOWN**

**WHEREAS**, on March 6, 2020 Governor Eric J. Holcomb, State of Indiana declared a Public Health Emergency by issuing Executive Order 20-2 to respond to the spread of the COVID-19 virus; and

**WHEREAS**, in response to Executive Order 20-2 Mayor Emily Styron closed Town Buildings on March 13th and directed all non-essential Town employees to work remotely where appropriate and feasible; and

**WHEREAS**, since that time the Governor has issued a series of Executive Orders to slow the spread of the COVID 19; and

**WHEREAS**, on March 23, 2020 the Governor issued Executive Order 20-08 requiring all Hoosiers to Stay at Home with certain limited exceptions including for essential business services, access to essential services such as food and emergency medical care; and

**WHEREAS**, Mayor Emily Styron, Town Council President Josh Garrett and the Members of the Town Council of Zionsville want to work to ensure the continuity of pay and employee benefits to the staff of the Town during this Public Health Emergency to the extent possible and feasible under laws and regulations and as long as funding supports such feasibility of this policy, as determined by the Mayor and Town Council.

**NOW, THEREFORE, BE IT RESOLVED BY**, by the Town Council of the Town of Zionsville, Boone County:

Section One. Definitions. For the purpose of this Resolution, the following definitions shall apply unless the content clearly indicates or requires a different meaning:

- (a) “Public Disaster Emergency” is defined as Ind. Code § 10-14-3 *et seq.*
- (b) “Families First Coronavirus Response Act” is defined as United States Public Law No: 116-127 (2020).
- (c) “Essential On-Site Employees” are defined as Town employees whose functions are critical to the Town's operations and service provision during the Public Disaster Emergency. The work they undertake is directly tied to a physical Town location. Therefore, they are required to report to their physical workstation as directed by management.

- (d) “Non--Essential On-Site Only Employees” are defined as Town employees whose functions are not considered critical to the Town's operations and service provision during the Public Disaster Emergency. The majority of the work undertaken in this category is tied to a physical Town location. As a result, the employee is unable to perform the majority of their work due to the Emergency Management situation.
- (e) “Non--Essential Remote Capable Employees” are defined as Town employees whose functions are not considered critical to the Town's operations and service provision during the Public Disaster Emergency. The majority of the work undertaken in this category may be performed in a remote location. As a result, the employee may be able to continue to perform the majority of their work remotely as directed by management.

Mayoral Discretion: The Mayor retains the authority to make necessary adjustments to the definitions included in Section One (c)-(e) as needed. Employees may fall into one or more of these categories as directed by the Mayor.

#### Section Two. Policy Statement.

The Mayor and Town Council are concerned for the care and safety of our employees and their family members during this unprecedented time of public health crisis as we deal with the coronavirus pandemic. We recognize that you may need time off in addition to that granted under our current workplace policies. The Mayor and Town wants to ensure the continuity of services to our citizens, to the best of our abilities, and also to ensure our Town employees are provided with the same level of salary and benefits during this Public Disaster Emergency. Therefore, we will be implementing this Policy effective immediately. Additionally, in compliance with the Families First Coronavirus Response Act (“FFCRA”), we offer Emergency Paid Sick Leave, beginning April 1, 2020 through December 31, 2020, and we expand our Family and Medical Leave policy as described in this Policy. The Mayor and the Town Council recognize that this Policy may need revised from time-to-time as the coronavirus pandemic continues to evolve. The Mayor and the Town Council will be monitoring such developments closely and updating this Policy as necessary in view of employee needs as well as the fiscal viability of the Town.

#### Section Three. Employee Handbook Requirements for Recording Time.

All employees of the Town shall be required to comply with the Town’s Employee Handbook and record your time accurately and only for actual time worked. Consistent with this policy, all non-essential employees may work remotely as they are able if their role and position allow them to do so. Both Non-Essential On-Site Only Employees and Non-Essential Remote Capable Employees must remain available and on-call during typical working hours. All employees must also keep and submit accurate timecards to account for their activities pursuant to the Town’s Employee Handbook and related policies. Additionally, policies and procedures governing employee use of accrued paid time off for reasons other than those addressed in this Policy continue to apply to all employees.

Section Four. Remote Work On Paid Leave.

It is the Town's policy that employees on an approved paid leave pursuant to Section Five shall not perform work, remotely or otherwise, during the time that they are taking leave. Further, pursuant to the Employee Handbook, employees on existing paid leave may not work remotely.

Section Five. Families First Coronavirus Response Act ("FFCRA").

It is the policy of the Town at the time of adoption of this Resolution that all employees are eligible for the benefits provided by the FFCRA and set forth in this Section Five if they qualify pursuant to the terms of the Act. However, the Act does allow for Healthcare Providers and Emergency Responders to be excluded from its provisions at the discretion of the Town. The Mayor and the Town Council will continually monitor the situation and may in the future exclude certain employees from the benefits of the FFCRA if so required, at the discretion of the Mayor and Town Council, to respond to the ongoing COVID-19 emergency and in light of the Town's financial situation.

a. Emergency Paid Sick Leave

Beginning April 1, 2020, all employees, regardless of the length of their employment with the Town, are eligible for emergency paid sick leave if the employee is unable to work or work remotely because:

1. The employee is subject to a federal, state, or local quarantine or isolation order related to COVID-19;
2. The employee has been advised by a health care provider to self-quarantine due to COVID-19-related concerns;
3. The employee is experiencing COVID-19 symptoms and seeking medical diagnosis;
4. The employee is caring for an individual who is subject to a federal, state, or local quarantine or isolation order related to COVID-19 or who has been advised by a health care provider to self-quarantine due to COVID-19 related concerns;
5. The employee is caring for a child whose schools or place of child care is closed or whose child care provider is unavailable for reasons related to COVID-19; or
6. The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services (and pursuant to the FFCRA).

The Town will provide eligible full-time employees with 80 hours of paid time off at their regular rate of pay and eligible part-time employees with paid time off equivalent to the average number of hours they work in a two week period up to a total of 80 hours, subject to the following limitations:

- If leave is taken for reasons 1-3 listed above, employees taking leave shall be paid at their regular rate. However, the maximum amount of paid leave shall be no more than \$511 per day or \$5,110 in the aggregate (over a two-week period).
- If leave is taken for reasons 4-6, employees taking leave shall be paid at 2/3 their regular rate. However, the maximum amount of paid leave shall be no more than \$200 per day or \$2,000 in the aggregate (over a two-week period).

Employees are not required to first use any other accrued paid time off before taking Emergency Paid Sick Leave. The total number of hours for which an employee will receive paid leave under this section is capped at 80 hours.

Notwithstanding the above, for an employee taking leave under this subsection, the Town will provide a supplemental payment in the form of Town Emergency Relief. This payment will be equal to the difference between the employee's regular rate and the amount of pay to which they are entitled under the FFCRA. This payment is intended to supplement any partial pay the employee is otherwise entitled to receive under the FFCRA, and in no circumstance shall the employee be entitled to aggregate pay in excess of their regular rate.

b. Emergency Family and Medical Leave Expansion

Beginning April 1, 2020, the Town will provide 12 weeks of Family and Medical Leave for any eligible employee who is unable to work or work remotely in order to care for a child under the age of 18 whose school or place of child care is closed for COVID-19-related reasons. Eligible employees are those who have been employed with the Town 30 or more days. Eligible employees will be paid according to the following schedule:

- Weeks 1-2 (10 days): Leave is unpaid but employees are eligible for Emergency Paid Sick Leave under Section Five, subsection (a) above.
- Weeks 3-12: Full time employees taking leave shall be paid at 2/3 their regular rate up to a maximum of \$200/day or \$10,000 in the aggregate. Part time employees taking leave shall be paid at 2/3 their regular rate based on their average number of work hours up to a maximum of \$200/day or \$10,000 in the aggregate.

Notwithstanding the above, for an employee taking leave under this subsection, the Town will provide a supplemental payment in the form of Town Emergency Relief. This payment will be equal to the difference between the employee's regular rate and the amount of pay to which they are entitled under the FFCRA. This payment is intended to supplement any partial pay the employee is otherwise entitled to receive under the FFCRA, and in no circumstance shall the employee be entitled to aggregate pay in excess of their regular rate.

Any employee returning from FMLA under these emergency measures shall have the same job restoration rights as set forth in the Town's FMLA policy. Any employee with questions should contact the Town's Director of Human Resources.

Section Six.    Additional Town Emergency Relief.

The Town will provide employees with additional Town Emergency Relief to allow Town employees to be compensated at their regular salary and continue to receive benefits during this time. It is the intention of the Town to comply with the FFCRA and to supplement the benefits provided thereunder to Essential On-Site Employees, Non-Essential On-Site Only Employees, and Non-Essential Remote Capable Employees. Employees receiving Town Emergency Relief will receive their same level of salary and benefits during this Public Disaster Emergency, inclusive of any paid leave for which they qualify under the FFCRA, as illustrated in Section Five (a) and (b) above. In the event an Employee, regardless of their applicable category, does not qualify for benefits under the FFCRA, the Town will ensure the continuity of the employee's salary and benefits during the Public Health Emergency. This Town Emergency Relief will continue as long as funding supports the feasibility of doing so and as determined by the Mayor and the Town Council.

The Town will seek to avail itself of any and all reimbursement that is or shall be available from both the State and Federal government for any of the benefits provided pursuant to this policy and any applicable State or Federal law or program.

Section Seven. If any section, clause, provision, or portion of this Resolution shall be held to be invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution.

Section Eight. Section Five of this Resolution shall take effect April 1, 2020, in accordance with Federal law. All other provisions shall be made effective retroactively to March 13, 2020, upon passage of this Resolution.

**DULY PASSED AND ADOPTED** this 6th day of April, 2020, by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

**TOWN COUNCIL OF THE TOWN OF ZIONSVILLE,  
BOONE COUNTY, INDIANA**

	<b>YEA</b> Signature	<b>NAY</b> Signature
Josh Garrett, President		
Bryan Traylor, Vice President		
Brad Burk, Member		
Alex Choi, Member		
Joe Culp, Member		
Craig Melton, Member		
Jason Plunkett, Member		

I hereby certify that the foregoing Resolution was delivered to Town of Zionsville Mayor Emily Styron on the \_\_\_\_\_ day of \_\_\_\_\_ 2020, at \_\_\_\_\_ m.

ATTEST: \_\_\_\_\_  
Amelia Anne Lacy, Director  
Department of Finance and Records

17047069.1

**ORDINANCE NO. 2020-03  
OF THE TOWN OF ZIONSVILLE, INDIANA**

**AN ORDINANCE CREATING NEW POSITIONS AND AMENDING  
THE SALARY ORDINANCE OF THE TOWN OF ZIONSVILLE, INDIANA  
FOR THE CALENDAR YEAR 2020 PURSUANT TO  
INDIANA CODE § 36-5-3-2(b)**

**WHEREAS**, Ind. Code § 36-5-3-2(b) confers upon the Zionsville Town Council ("Town Council"), the power to provide reasonable compensation for Town of Zionsville ("Town") employees; and

**WHEREAS**, the Town Council adopted Ordinance No. 2019-23 on November 04, 2019 providing for compensation to be paid to officials and employees of the Town for calendar year 2020; and

**WHEREAS**, the administration is restructuring the Department of Finance & Records, eliminating the position of Director of Finance & Records, and transitioning work that was previously outsourced to our internal team, to be led and managed by a Chief Financial Officer who will serve as the Department Head of the Department of Finance and Records; and

**WHEREAS**, because the Town's workforce has grown by nearly 50% over the last four years, it is prudent to create a central management position, Human Resource Manager, that will lead and direct all human resource related functions for the Town; and

**WHEREAS**, The administration desires to add a Municipal Relations Coordinator, the position is being created to fill a need for improved service and communication both internally and externally, the Clerk duties formerly held by the Department of Finance and Records shall be transferred to this new Municipal Relations Coordinator position; and

**WHEREAS**, The administration desires to raise the salary for the Police Chief position; and

**WHEREAS**, a correction of dates in the 2020 Schedule of Holidays is necessary, changing the Independence Day holiday to Friday, July 3, 2020 to correct an error and changing the Primary Election Day holiday to June 2, 2020 due to a State mandate resulting from the COVID-19 pandemic health crisis.

**WHEREAS**, the salary ordinance must be amended to reflect the new positions, new salaries and change of Schedule of Holiday dates.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** by the Town Council of the Town of Zionsville, Indiana that the following exhibits of Ordinance 2019-23 are hereby amended.

Section 1. Chief Financial Officer. There is herein created the position of Chief Financial Officer (“CFO”) who is to be the Department Head of the Department of Finance and Records. The Department of Finance and Records shall retain the Treasurer duties previously transferred to it under Resolution 2014-11 ZR2A3 adopted by the Town Council on May 20, 2014. The CFO shall report to the Mayor and Deputy Mayor. The terms “Department Head” or “Director” of the Department of Finance and Records as they appear in other policies, Ordinances or Resolutions of the Town should be replaced with the term “Chief Financial Officer” of the Department of Finance and Records. For the purposes of the Zionsville Reorganizations the CFO will be the Department Head for the Department of Finance and Records

Section 2. Municipal Relations Coordinator. There is herein created the position of Municipal Relations Coordinator which shall be a part of the Department of Administration and shall report to the Deputy Mayor.

Section 3. Municipal Relations Coordinator and Clerk Duties. The Clerk duties previously transferred to the Department of Finance and Records under Resolution 2014-11 ZR2A3 adopted by the Town Council on May 20, 2014 are hereby transferred to the new position of Municipal Relations Coordinator.

Section 4. Department of Human Resources and Human Resources Director. There is herein created a Department of Human Resources in the Town. There is also herein created the position of Human Resource Manager which shall be the head of the Department of Human Resources. The Human Resource Manager shall report to the Mayor and Deputy Mayor.

Section 5. Amendment. The 2020 Salary Ordinance, Ordinance No. 2019-23, is hereby amended by deleting "Exhibit A" adopted as a part of Ordinance 2019-23 and replacing it with an amended "Exhibit A" attached as a part of this Ordinance amendment to reflect the addition of the aforementioned positions within the Town.

Section 6. Amendment. The 2020 Salary Ordinance, Ordinance No. 2019-23, is hereby amended by deleting "Exhibit B" adopted as a part of Ordinance 2019-23 and replacing it with an amended "Exhibit B" attached as a part of this Ordinance amendment to reflect the changes to the Schedule of Holidays.

Section 7. Construction of Clause Headings. The clause headings appearing herein have been provided for convenience and reference and do not purport and shall not be deemed to define, limit or extend the scope or intent of the clause to which they appertain.

Section 8. Repeal of Conflicting Ordinances. The provisions of all other Town ordinances in conflict with the provisions hereof, if any, are of no further force or effect and are hereby repealed.

Section 9. Severability. If any part of this Ordinance shall be held invalid, such part shall be deemed severable and the invalidity thereof shall not affect the remainder of the Ordinance.

Section 10. Duration and Effective Date The provisions of this Ordinance shall become and remain in full force and effect on following the date of its passage and adoption upon its signature by the Town's executive in the manner prescribed by Ind. Code. § 36-5-2-10(a) and until its repeal by ordinance.

Introduced and filed on the \_\_\_\_\_ day of \_\_\_\_\_, 2020. A motion to consider on First Reading was sustained by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed, pursuant to Indiana Code § 36-5-2-9.8.

**Ordinance No. 2020-\_\_03\_\_**

**DULY PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

**TOWN COUNCIL OF THE TOWN OF ZIONSVILLE,  
BOONE COUNTY, INDIANA**

**YEA  
Signature**

**NAY  
Signature**

Josh Garrett, President		
Bryan Traylor, Vice-President		
Brad Burk, Member		
Alex Choi, Member		
Joe Culp, Member		
Craig Melton, Member		
Jason Plunkett, Member		

I hereby certify that the foregoing Ordinance was delivered to Town of Zionsville Mayor Emily Styron on the \_\_\_\_\_ day of \_\_\_\_\_ 2020, at \_\_\_\_\_ m.

ATTEST: \_\_\_\_\_  
Amelia Anne Lacy, Director,  
Department of Finance and Records

**MAYOR'S APPROVAL**

\_\_\_\_\_  
**Emily Styron, Mayor**

\_\_\_\_\_  
**DATE**

**MAYOR'S VETO**

\_\_\_\_\_  
**Emily Styron, Mayor**

\_\_\_\_\_  
**DATE**

EXHIBIT A  
2020 SALARY  
ORDINANCE

As amended

**EXHIBIT A**

**Town of Zionsville Wage Schedule -  
2020 and Salary Guidelines –  
Amended April 2020**

	Rating #/p*	pay from Performance	pay from MVH FUND	pay from PARK FUND	pay from FIRE FUND	pay from SALARY* FUND	pay from GEN'L Increase	<b>Maximum</b> BASE SEWER  (to base salary)	
<b>Administration</b>									
plan comm member	NA	7	100%				\$480.00		
BZA member	NA	5	100%				\$480.00		
town council member	NA	6	100%				\$5,000.00-		
town council president	NA	1	100%				\$10,000.00		
X X mayor	NA	1	100%				\$124,200.00		
X chief financial officer	86.0	1	100%				\$120,000.00	4.00%	
dir. Of communications	56.9	1	29%	14.28%	14.28%	14.28%	14.28%	\$69,250.08	4.00%
communications ass't.		1	100%				\$62,000.00	4.00%	
chief deputy director	43.3	1	100%				\$56,995.20	4.00%	
deputy director - payroll/hr	39	1	100%				\$52,312.80	4.00%	
court deputy director	35.6	1	100%				\$51,755.76	4.00%	
X deputy mayor	86.5	1	100%				\$103,263.84	4.00%	
municipal relations coordinator	52.5	1	100%				\$64,512.00	4.00%	
X human resource manager	65.8	1	100%				\$80,000.00	4.00%	
Dir. Of Plan. & Ee. Dev.	74.2	1	100%				\$91,675.00	4.00%	
planner I Econ.	43.3	1	100%				\$60,000.00	4.00%	
planner I petitions	43.3	1	100%				\$56,731.00	4.00%	
X planner II/ pre PM	51.7	1	100%				\$64,689.36	4.00%	
planner II post PM	50	1	100%				\$61,373.52	4.00%	
Building tech. coordinator	34.7	1	100%				\$50,396.16	4.00%	
IT director	67.5	1	100%				\$92,000.16	4.00%	
deputy IT director	55	1	100%				\$70,377.61	4.00%	
technology coordinator	35.5		100%				\$65,000.00	4.00%	
sr. inspector/p.a.	51.9	1	100%				\$69,087.36	4.00%	
building inspector	50	1	100%				\$67,281.12	4.00%	
building inspector FOG	50	1	100%				\$61,229.28	4.00%	
planner I-zoning	43.3	1	100%				\$58,857.12	4.00%	
town mgr admin assist	40.8	1	100%				\$63,000.00	4.00%	
planning admin assist	31.9	1	100%				\$51,427.92	4.00%	
judge	NA	1	100%				\$6,000.00		
prosecutor	NA	1	100%			per court session	\$220.00		
Safety board member	NA	2	100%				\$360.00		
Safety board president	NA	1	100%				\$540.00		
Safety board president	NA	1	100%				\$540.00		
<b>Police</b>									
X chief of police	77.7	1	100%				\$102,441.84	4.00%	
X captain - uniform services	60	1	100%				\$77,133.36	4.00%	
X captain - ac;Jmin.	60	1	100%				\$77,133.36	4.00%	
X captain - investigations	60.	1	100%				\$77,133.36	4.00%	
lieutenant	54.4	4	100%				\$70,866.72	4.00%	
sergeant	47.9	5	100%				\$65,163.36	4.00%	
corporals	46.2	2	100%				\$63,027.12	4.00%	
corporal - K9	46.2	1	100%				\$66,677.03	4.00%	
detective/specialist	46.2	3	100%				\$63,026.88	4.00%	

police officer II/K9	43.3	1	100%	PSLIT	\$64,820.24	4.00%
police officer II	43.3	11	100%	PSLIT	\$61,170.24	4.00%
police officer I	38.8	7	100%	PSLIT	\$54,855.00	4.00%
police officer I - first year	38.8	0	100%	PSLIT	\$49,369.50	4.00%
admin assistant	31.9	1	100%		\$40,000.08	4.00%
executive admin. asst.	45.2	1	100%		\$56,650.08	
				4.00% part time - maintenance		100% max
per hour				\$12.00		
police commissioner		2	100%	(non T.C. member) per meeting	\$25.00	

**Town of Zionsville Wage Schedule -  
2020 and Salary Guidelines –  
Amended April 2020**

**Wastewater**

x	superintendent	73.3	1	100%		\$81,595.00	4.00%
	plant and lift station man.	50.9	1	100%		\$63,000.00	4.00%
	assist. Maint. & lead op.	45.6	1	100%		\$48,000.00	4.00%
	lab manager	45.2	1	100%		\$56,000.00	4.00%
	collection operator	36.9	0	100%		\$57,011.00	4.00%
	plant operator II	33.5	0	100%		\$52,505.00	4.00%
	plantoperator I	27.3	1	100%		\$48,052.00	4.00%
	plantoperator I	27.3	1	100%		\$46,930.00	4.00%
	plantoperator I	27.3	1	100%		\$45,982.00	4.00%
	plantoperator I	27.3	2	100%		\$44,861.00	4.00%
	admin assistant	43.3	1	100%		\$56,000.00	4.00%
	billing administrator	37.3	1	100%		\$45,000.00	4.00%
	finance & record staff. Ass. (Admin. position)	31.5	1	100%		\$42,000.00	4.00%
	labor - part time			100%	max per hour	\$12.00	

**Street & Stormwater**

X	superintendent	80.6	1	100%		\$95,724.00	4.00%
X	ass't. superin streets	55.6	1	100%		\$69,772.00	4.00%
X	ass't. superin. stormwater	56.7	1	100%		\$72,794.00	4.00%
	right-of-way utility coord.	38.5	1	100%		\$56,783.00	4.00%
	team leader	40.6	2	8%	92%	\$60,169.00	4.00%
	stormwater technician	34.8	1		100%	\$53,159.00	4.00%
	technician II	31.3	5	8%	92%	\$50,621.00	4.00%
	technician I	25.8	3	8%	92%	\$45,803.52	4.00%
	labor - . part time				100%	max per hour	\$1-1.00
	admin assistant	33.8	1		100%	\$53,693.00	4.00%

**Parks & Recreation**

	park board member	NA	6		100%	\$480.00	
X X	superintendent	65.2	1		100%	\$83,367.18	4.00%
	dir. of maintenance serv.	45	1		100%	\$61,138.95	4.00%
	park technician II	27.1	1		100%	\$49,482.70	4.00%
	park technician II	27.1	1		100%	\$46,633.44	4.00%
	park technician II	27.1	1		100%	\$39,600.00#	4.00%
	park technician I	21.7	1		100%	\$42,575.76	4.00%
X	admin assistant	32.9	1		100%	\$53,560.00	4.00%
	park naturalist	39	1		100%	\$54,451.35	4.00%
	golf course manager		1		golf fund 100%	\$45,000.00	4.00%
	labor - part time				max per hour 100%	\$12.00	

\*salary for time worked in 2020

This is the base salary for the position. X = exempt status per FLSA

#/p = number of people in that position at that salary

See "Zionsville Salary Administration" for guidelines to be used for administering salary increases - attached.

**Town of Zionsville  
Wage Schedule -  
2020 and Salary  
Guidelines –**

**Amended April 2020**

DEPARTMENT/POSITION	Rating #/p*	pay from FIRE FUND	pay from GEN'L FUND	pay from SEWER FUND	pay from MVH FUND	BASE SALAR	Maximum Performance Increase (to base salary)
<b>Fire</b>							
fire chief	85.4	1			100%	\$102,441.8	4.00
x deputy chief	73.1	3		PSLIT	100%	\$90,901.9	4.00%
x division chief	63.1	1		PSLIT	100%	\$81,252.0	4.00%
x division chief	63.1	2		PSLIT	100%	\$80,819.2	4.00
x division chief	63.1	1		PSLIT	100%	\$73,929.3	4.00
battalion chief	58.5	3		PSLIT	100%	\$76,026.9	4.00
captain	54	4			100%	\$70,763.2	4.00
lieutenant	51.5	1		PSLIT	100%	\$68,603.0	4.00%
lieutenant	51.5	5		PSLIT	100%	\$68,236.8	4.00
engineer	47.3	9		PSLIT	100%	\$64,026.2	4.00%
firefighter III	44.8	2			100%	\$62,928.4	4.00%
firefighter III	44.8	4			100%	\$62,592.4	4.00
firefighter III	44.8	13			100%	\$62,258.4	4.00%
firefighter III	44.8	1			100%	\$60,769.6	4.00
firefighter III	44.8	1			100%	\$59,316.4	4.00%
firefighter II	43.1	11			100%	\$59,815.4	4.00
firefighter I	39.4	1			100%	\$60,769.4	4.00
firefighter I	39.4	7			100%	\$56,025.8	4.00
firefighter I	39.4	1			100%	\$54,685.9	4.00
probationary firefighter I	39.4	7			100%	\$50,423.2	4.00%
part time				max per hour	100%	\$22.00	
executive admin. assist.	36.5	1			100%	\$53,078.6	4.00
admin assistant	31.9	1			100%	\$48,446.4	4.00%
fire inspector	35.2	0			100%	\$51,806.1	4.00
fire inspector/investigator	38.1	1			100%	\$54,762.7	4.00%
public educator	37.7	1			100%	\$54,341.5	4.00
x facilities manager	53.5	1			100%	\$70,342.0	4.00%
** paramedic					100%	\$4,000.0	
Engineer-Lieutenant	Pay			per 12 hour	100%	\$15.0	
FF-Lieutenant Ride-out				per 12 hour	100%	\$22.0	
FF-Engineer Ride-out				per 12 hour	100%	\$6.00	
B/C Ride-Out Pay				per 12 hour	100%	\$29.00	
Special Position Pay (Honor instructor, Support, Peer Fitness)					100%	\$1,200.0	

\*\* Annual stipend is based upon semi-annual performance reviews completed by the Fire Chief or designee. Amounts shall be compensated in arrears one half on July 1, 2020 and one half on December 15, 2020.

**EXHIBIT B**  
**2020 SALARY ORDINANCE**

**As amended**

EXHIBIT B  
2020 SALARY ORDINANCE

Town of Zionsville

SCHEDULE OF HOLIDAYS - 2020

New Year's Day	Wednesday	January 1, 2020
Martin Luther King Jr. Day	Monday	January 20, 2020
Presidents' Day	Monday	February 17, 2020
Primary Election Day	Tuesday	June 2, 2020
Memorial Day	Monday	May 25, 2020
Independence Day	Friday	July 3, 2020
Labor Day	Monday	September 7, 2020
Election Day	Tuesday	November 3, 2020
Veteran's Day	Wednesday	November 11, 2020
Thanksgiving	Thursday	November 26, 2020
Day after Thanksgiving	Friday	November 27, 2020
Christmas Eve	Thursday	December 24, 2020
Christmas	Friday	December 25, 2020

In addition to the schedule above, employees shall receive two "floating holidays" which may be taken by the employee at any time during the calendar year (subject to prior approval by their Department head).

**RESOLUTION NO. 2020-\_\_\_\_\_**  
**OF THE TOWN OF ZIONSVILLE**

**A RESOLUTION**  
**RE-APPROPRIATING FUNDS**

Whereas, it has been determined that certain existing appropriations have un-obligated balances which will not be needed for the purposes for which appropriated and will be needed to fund salaries of new positions for 2020.

Now, therefore, be it resolved by the Zionsville Town Council of the Town of Zionsville, Boone County, Indiana that the following existing funds be re-appropriated as follows:

<u>FUND/LINE ITEM</u>	<u>AMOUNT RE-APPROPRIATED</u>
<b><u>GENERAL FUND (101)</u></b>	
<b><u>FROM Line Item</u></b>	
3-19 Accountant	\$110,000.00
3-15 Legal Reserve	<u>\$ 39,529.06</u>
	<b>\$149,529.06</b>
<b><u>TO Line Item</u></b>	
1-11 CFO	\$ 26,264.06
1-27 HR MANAGER	\$ 11,900.00
1-29 MUNICIPAL RELATIONS COORD.	\$ 45,700.00
1-21 PERF	\$ 19,700.00
1-20 FICA/MEDI	\$ 6,715.00
1-22 HEALTH INS	\$ 35,100.00
1-44 NATIONWIDE	<u>\$ 4,150.00</u>
	<b>\$149,529.06</b>

**DULY PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_ 2020,  
 by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by  
 a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

**TOWN COUNCIL OF THE TOWN OF ZIONSVILLE,  
 BOONE COUNTY, INDIANA**

	YEA Signature	NAY Signature
Josh Garrett, President		
Bryan Traylor, Vice-President		
Jason Plunkett, Member		
Alexander Choi, Member		
Brad Burk, Member		
Joe Culp, Member		
Craig Melton, Member		

I hereby certify that the foregoing Resolution was delivered to Town of Zionsville Mayor  
 Emily Styron on the \_\_\_\_\_ day of \_\_\_\_\_ 2020, at \_\_\_\_\_ m.

ATTEST: \_\_\_\_\_ Amelia Anne Lacy, Director,  
 Department of Finance and Records

**MAYOR'S APPROVAL**

\_\_\_\_\_  
**Emily Styron, Mayor**

\_\_\_\_\_  
**DATE**

**MAYOR'S VETO**

\_\_\_\_\_  
**Emily Styron, Mayor**

\_\_\_\_\_  
**DATE**