

**ORDINANCE 2024-01**

**Amending Ordinance 2023-05 reference the 2024 SALARY and WAGES for the TOWN of LONG BEACH, LA PORTE COUNTY, INDIANA**

**WHEREAS**, pursuant to I.C. 36-5-3-2 the Long Beach Town Council must annually fix the compensation for all elected officials, and Town Marshal prior to January 1 of the ensuing year; and,

**WHEREAS**, the annual salary ordinance must define the compensation, including fringe benefits, of all employees of the Town of Long Beach; and,

**WHEREAS**, I.C. 36-5-7-6 requires the Town legislative body to fix the number of deputy Town marshals by ordinance,

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Council, that the Salary and Wages for all employees, elected and appointed members of boards and commissions, and other compensations matters for the year of 2024 retroactive to January 1, 2024, in the amount and manner hereinafter be set forth:

Officer/Employee	Frequency of Payment.	Amount of Compensation
Clerk-Treasurer	Bi-weekly	\$1,400.00 Exempt
Town Council Members (5)	Semi-Annual	2,400.00 each per year
Deputy Clerk Full-time	Bi-weekly	20.50 – 24.50 hourly
Chief Marshal/Town Administrator	Bi-weekly	5,209.42 Exempt
Sergeant	Bi-weekly	36.00 – 41.00 hourly
Deputy Marshal	Bi-weekly	26.00 – 35.00 hourly
Police Admin. Assistant Full-time	Bi-weekly	18.00 – 22.00 hourly
Police Clerk Part-time	Bi-weekly	15.00 - 19.00 hourly
Police Deputy Part-time	Bi-weekly	35.00- 40.00 per hour
Street Superintendent	Bi-weekly	30.00 – 35.00 hourly
Street Laborer Full-time	Bi-weekly	20.00 – 25.00 hourly
Building Inspector Part-Time	Bi-weekly	29.99 hourly
BZA/APC Secretary Part-Time	Bi-weekly	22.06 hourly
Building Secretary part-time	Bi-weekly	16.00- 23.50 hourly
Water Office Manager Full-Time	Bi-weekly	16.00 – 23.00 hourly
Water Superintendent	Bi-weekly	30.00 – 35.00 hourly
Water Assistant Full-time	Bi-weekly	22.00-26.50 hourly
Park Program Director	Bi-weekly	30.28 hourly
Park Prog-Asst. Director	Bi-weekly	19.05 hourly
Park Prog-Supervisors/Counselors Seasonal	Bi-weekly	10.00-20.00 hourly

In addition, the Town will pay all full-time employees longevity compensation in the amount of \$100.00 per year for the number of completed years of service attained by calendar year end. The \$100.00 for each year of service is for years 1-19. Service years 20-29 full-time employees will receive \$200.00 per year. Service years 30+ full-time employees shall receive \$300.00 per year of service. Eligibility for a longevity bonus begins after the employee's completion of 3 full years of employment. This will be paid on the payroll in the succeeding year, not later than the second payroll in March.

Notwithstanding any other provision, the vacation, and other benefits payable to the current Chief Marshal/Town Administrator are based on his service time, experience, and knowledge gained since 1992.

Employees participating in INPRS shall have an amount paid by the Town equal to the employer contribution rate (11.2% effective January 1, 2021) as established by INPRS.

Full-time employees will contribute twenty percent (20%) each month of the premium cost for medical insurance; the remainder paid by the Town. The town will also provide a Health Savings Account (HSA) to each full-time employee in the health insurance program. Employees receiving single coverage will receive an annual HSA payment of \$1,750.00; all other health coverages will receive an annual HSA payment of \$3,500.00. The Town will provide life insurance, short term disability and long-term disability insurance.

Employee use of a privately owned vehicle driven on official town business shall be reimbursed at the state mileage reimbursement rate established by the latest Indiana Department of Administration determination for business miles driven.

All newly hired employees of the Town of Long Beach will not be eligible for a pay increase prior to completing one (1) year of employment with the Town.

The Clerk-Treasurer may participate in the full-time benefits programs, less mandated deductions and withholdings when approved by the Town Council.

**Holiday Pay for 2024:**

- January 1, 2024
- January 15, 2024
- February 19, 2024
- March 29, 2024 (excluding Deputy Marshals)
- March 31, 2024 (Deputy Marshals only)
- May 27, 2024
- July 4, 2024
- September 2, 2024
- November 11, 2024
- November 28, 2024
- November 29, 2024
- December 24, 2024
- December 25, 2024
- December 31, 2024

For all other benefits and paid time off, refer to personnel handbook adopted on June 15, 2022 & its updates.

Salaries contained in this Ordinance are to be deemed the maximum allowable salary payable for each position. See attached salary listing. Salary ranges do not include overtime compensation, deferred compensation, longevity, insurance, and retirement contributions paid by the Town, tax liability added for personal use of Town vehicles, compensation for accrued vacation liability, reimbursement for business related expenses, and imputed income derived from other employee benefits.




New pay rates will take effect and/or be effective with the first payroll check written beginning in January, 2024.

**FURTHERMORE**, the Town Marshal, with the approval of the Town Council, shall appoint such number of Deputy Town Marshals and Reserve Deputy Marshals as the interests of the Town may require, not exceeding twenty-five (25), who shall, on taking the oath of office, have all powers, duties, responsibilities, and limitations of the Town Marshal.

Passed and adopted this 8<sup>th</sup> day of January, 2024.

Town Council  
Town of Long Beach, Indiana

By:

  
Kendra Bartlett  
  
J.D. Haley  
  
Anita Remijas  
  
Joy Schmitt  
  
Shannon Wojcik

Attest:



Margaret Collins, Clerk-Treasurer

**Full/Part Time/Contract Employee 2024 Salary & Wage (3%increase)**

**Town Department:**

**Clerk-Treasurer Office**

		<b>2024 Wages</b>	<b>Increase from 2023</b>
Margaret Collins	Clerk- Treasurer	\$1,400.00 bi-weekly	None
Deanna Carlson	Deputy Clerk	23.33 hourly	\$0.68/hour
Laurel Kuczynski	Deputy Clerk	19.95 hourly	new employee
Honor Adam	Building Commission Secretary	19.57 hourly	\$0.57/hour
Meg Collins	BZA Secretary	22.06 hourly	\$0.64

**Police Department:**

Mark Swistek	Town Marshal/Town Administrator	\$5,209.42 bi-weekly	\$151.72/bi-weekly
James Schooley	Sergeant	39.92 hourly	\$1.16/hour
Jason Yagelski	Deputy	33.17 hourly	\$0.97/hour
Mitchell Sights	Deputy	31.86 hourly	\$0.93/hour
Matthew Farthing	Deputy	29.72 hourly	\$0.87/hour
Renee Richardson	Administrative Assistant	20.55 hourly	\$0.60/hour
Jim Imes	Police Clerk	15.45 hourly	\$0.45/hour
Part-Time Deputy	Deputy Marshal part-time	35.00 hourly	\$5.00/hour

**Street Department:**

Tom Dolph*	Superintendent	33.53 hourly	\$0.98/hour
Brent Soller*	Street Assistant	22.71 hourly	\$0.66/hour

**Water Department:**

Greg Parrish	Superintendent	33.53 hourly	\$0.98/hour
Austin Ashcraft	Water Assistant	24.87 hourly	\$0.72/hour
Diane Heitmann	Water Dept. Office Manager	19.95 hourly	new employee

**Park Department:**

Sarah Plooster	Park Program Director	30.28 hourly	\$0.88/hour
Vacant Position	Park Program Asst. Dir.	19.05 hourly	\$0.55/hour

**Building Department:**

Lou Mellen	Inspector	30.89 hourly	\$0.90/hour
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**\* Street Department salaries will be paid 90% from 201 – MVH and 10% from 244 – Garbage/Leaf**

**The following positions are approved to receive a town cell phone:**

Town Marshal/Town Administrator  
 Chief Deputy Marshal  
 Full-time Deputy Marshals  
 Street Superintendent  
 Street Department Assistant  
 Water Superintendent  
 Water Department Assistant  
 Water Department Office Manager  
 Building Inspector