



**AGENDA ITEM # 8D**

**AGENDA ITEM EXECUTIVE SUMMARY**

**Village Board Meeting**

**January 24, 2022**

**Item Title:**            **Salary Ordinance Amendment**

**Staff Contact:**        Jason Bielawski, Village Administrator

**VILLAGE BOARD ACTION**

**Pass an ordinance amending Ordinance No. 80-949 establishing a pay plan for Village officers and employees.**

**Executive Summary:**

The attached ordinance makes modifications to the salary ordinance. The changes in the ordinance are as follows:

- **Appendix A:** The decrease of the authorized strength for Police Sergeant from 6 to 5 and an increase of the authorized strength for Police Deputy Chief from 1 to 2.

**Implications:**

**Is this item budgeted?**    Yes, the FY 2022 Budget includes funding for the changes contained within the attached ordinance.

**Any other implications to be considered?**

**Attachments:**

Ordinance and accompanying Appendix

**ORDINANCE NO. 2022-**

**AN ORDINANCE AMENDING ORDINANCE NO. 80-949  
ESTABLISHING A PAY PLAN  
FOR VILLAGE OFFICERS AND EMPLOYEES**

WHEREAS, on July 7, 1980, the President and Board of Trustees of the Village of Roselle passed Ordinance No. 80-949 entitled "An Ordinance Repealing Previous Salary Ordinances, Establishing a Pay Plan, and Establishing the Authorized Strength of Various Job Classifications;" and

WHEREAS, it is desired and necessary to amend said Ordinance to accomplish the following:

Appendix A:

- 1) Decrease the authorized strength of Police Sergeant from 6 to 5.
- 2) Increase the authorized strength of Police Deputy Chief from 1 to 2.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Roselle, DuPage and Cook Counties, Illinois, that said Ordinance shall be amended in words and figures as follows:

**SECTION 1:** That Appendix "A" is hereby repealed and rescinded in its entirety and replaced with a new Appendix "A" entitled "Appendix A: General Employees" dated January 24, 2022, which is attached hereto and incorporated into this Ordinance as Exhibit 1.

**SECTION 2:** That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 3:** That should any clause, sentence, paragraph or part of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid.

**SECTION 4:** That this Ordinance and all exhibits attached hereto shall be in full force and effect January 24, 2022.

PASSED and APPROVED this 24<sup>th</sup> day of January 2022.  
PUBLISHED in PHAMPLET form this 24<sup>th</sup> day of January 2022.

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

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Mayor, Village of Roselle

ATTEST:

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Village Clerk

**APPENDIX A - GENERAL EMPLOYEES  
EFFECTIVE JANUARY 24, 2022**

JOB CLASSIFICATION	PAY RANGE		AUTHORIZED STRENGTH
	MIN.	MAX.	
<b>ADMINISTRATIVE/SUPPORT SERVICES</b>			
Police Records Assistant	\$41,680	\$63,657	3
Finance Assistant	\$44,181	\$67,474	2
Community Service Officer	\$44,181	\$67,474	4
Administrative Assistant	\$46,831	\$71,525	3
Accounting Specialist	\$49,642	\$75,815	1
Permit Coordinator	\$49,642	\$75,815	1
Customer Service and Billing Coordinator	\$52,621	\$80,365	1
Assistant to the Village Administrator	\$52,621	\$80,365	1
<b>TOTAL</b>			<b>16</b>
<b>TECHNICAL</b>			
Code Compliance Inspector	\$59,436	\$88,944	1
Fire Marshal	\$59,436	\$88,944	1
Management Analyst	\$59,436	\$88,944	1
Planner	\$59,436	\$88,944	1
Community Relations Coordinator	\$63,003	\$94,280	1
Police Resource Coordinator	\$63,003	\$94,280	1
Chief Accountant	\$63,003	\$94,280	1
<b>TOTAL</b>			<b>7</b>
<b>PROFESSIONAL/SUPERVISORY</b>			
Civil Engineer	\$74,022	\$110,772	2
Police Services Manager	\$74,022	\$110,772	1
Police Social Worker	\$74,022	\$110,772	2
<b>Sergeant *</b>	<b>\$84,973</b>	<b>\$127,431</b>	<b>6 <u>5</u></b>
Public Works Manager	\$92,679	\$129,752	2
Battalion Chief**	\$115,609	\$131,346	3
<b>TOTAL</b>			<b>16 <u>15</u></b>
* (Sergeant assigned to detective duty additional annual \$1500 added to base pay range)			
**(Battalion Chief additional compensation rate pursuant to Section 4-10 of Personnel Policy)			
<b>MANAGEMENT</b>			
Assistant Director of Public Works/Village Engineer	\$95,460	\$146,229	1
<b>Deputy Police Chief</b>	<b>\$95,460</b>	<b>\$146,229</b>	<b>4 <u>2</u></b>
Deputy Fire Chief	\$95,460	\$146,229	1
Director of Community Development	\$102,755	\$157,400	0
Assistant Village Administrator	\$102,755	\$157,400	1
Director of Public Works	\$106,608	\$163,303	1
Director of Finance	\$106,608	\$163,303	1
Chief of Police	\$106,608	\$163,303	1
Fire Chief	\$106,608	\$163,303	1
Village Administrator	Per Board Approval		1

**TOTAL**

**9 10**

**Part-Time Employees - Hourly Rate**

Seasonal Public Works Engineering Intern	\$15.00	\$18.00	1
Building Maintainer	\$15.97	\$17.95	1
Community Development Assistant	\$21.88	\$33.41	1
Assistant to the Village Clerk	\$24.59	\$36.45	1
Accounting Specialist	\$26.06	\$38.64	1
Building Inspector (Structural)	\$31.83	\$40.31	0
Plumbing Inspector	\$38.42		0
Electrical Inspector	\$38.42		1
<b>TOTAL</b>			<b>6</b>

**GRAND TOTAL GENERAL EMPLOYEES**

**54**