



**AGENDA ITEM #8B**

**AGENDA ITEM EXECUTIVE SUMMARY  
Village Board Meeting  
1/23/2023**

**Item Title:** Salary Ordinance Amendment

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

CONSENT

**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:** Increase authorized strength for Part-time patrol officer from 1 to 2.

**Implications:**

**Is this item budgeted?** Yes, the FY2023 Budget includes funding for the changes contained within the attached ordinance.

**Estimated cost:** N/A

**Any other implications to be considered?** None.

**Strategic Priority:**

Operational Sustainability

**Attachments:**

Ordinance and accompanying Appendix

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**THE VILLAGE OF ROSELLE**  
COOK AND DUPAGE COUNTIES, ILLINOIS

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**ORDINANCE**  
NUMBER \_\_\_\_\_

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**AN ORDINANCE  
AMENDING SALARY ORDINANCES ESTABLISHING  
STRENGTH OF JOB CLASSIFICATIONS FOR  
PART-TIME PATROL OFFICERS**

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DAVID PILESKI, Mayor  
AMANDA HAUSMAN, Village Clerk

BRUCE BERKSHIRE  
WAYNE D. DOMKE  
CHERYL LENISA  
TOM DELLA PENNA  
TOM PIORKOWSKI  
LEE TREJO

Village Board

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Published in pamphlet form by authority of the  
Mayor and the Board of Trustees of the Village of Roselle  
on this the 23rd day of January, 2023

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ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE  
AMENDING SALARY ORDINANCES ESTABLISHING  
STRENGTH OF JOB CLASSIFICATIONS FOR  
PART-TIME PATROL OFFICERS**

**WHEREAS**, the Village of Roselle (hereinafter referred to as the “Village”) is an Illinois Municipal Corporation organized pursuant to the laws of the State of Illinois;

**WHEREAS**, the Village has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs that protect the health, safety and welfare of its residents;

**WHEREAS**, the Corporate Authorities of the Village previously adopted ordinances establishing salaries and/or compensation for Village officers and employees (hereinafter referred to as “Pay Plan”);

**WHEREAS**, the Corporate Authorities of the Village will, from time to time, restructure or change the classification, compensation, and authorized strength of employees, as may suit the current or future needs of the Village;

**WHEREAS**, in consideration of the current needs of the Village, the Corporate Authorities of the Village desire to amend the Pay Plan in order to increase the strength of job classification for part-time patrol officers; and

**WHEREAS**, the Corporate Authorities of the Village of Roselle are of the opinion that it is in the best interests of the safety, health and welfare of the residents to adopt the salaries and/or compensation for Village of Roselle employees and officers and as provided for herein.

**NOW, THEREFORE, BE IT ORDAINED**, in open meeting assembled, by the Mayor and Board of Trustees of the Village of Roselle, Cook and DuPage Counties, Illinois as follows:

**Section One - Recitals**

The Board of Trustees hereby find that all of the recitals hereinbefore stated as contained in the preamble to this ordinance are full, true and correct and do hereby, by reference, incorporate and make them part of this ordinance as legislative findings.

**Section Two – Increase in Authorized Strength of Part-Time Patrol Officers**

The corporate authorities hereby amend the previously adopted salary ordinances to increase the authorized strength of part-time patrol officers from 1 to 2.

**Section Three - Conflict Clause**

That all ordinances, parts of ordinances, resolutions, parts of resolutions or board actions in conflict with the terms of this ordinance shall be repealed to the extent of said conflict.

#### **Section Four - Passage Clause**

That this ordinance shall take full force and effect from and after its passage, approval and publication as provided by law.

#### **Section Five - Constitutionality Clause**

Any part or parts of this ordinance declared by a court of law to be invalid or unconstitutional shall not affect the validity of the remaining provisions of this ordinance.

#### **Section Six - Publication**

This ordinance shall be published in book or pamphlet form as provided by the Illinois Municipal Code.

#### **Section Seven - Recording**

This ordinance shall be entered into the minutes and upon the journals of the Board of Trustees of the Village of Roselle.

The Remainder of this Page has been Intentionally Left Blank / Roll Call Vote to follow:

**DECIDED** pursuant to a Roll Call Vote:

	YES	NO	ABSENT	PRESENT
Bruce Berkshire				
Wayne D. Domke				
Cheryl Lenisa				
Tom Della Penna				
Tom Piorkowski				
Lee Trejo				
David Pileski				
TOTAL				

**PASSED AND APPROVED** by the Village of Roselle Board of Trustees on the 23rd day of January, 2023:

\_\_\_\_\_  
David Pileski  
Mayor

ATTEST:

\_\_\_\_\_  
Amanda Hausman  
Village Clerk

STATE OF ILLINOIS )  
 ) SS  
 COUNTIES OF DUPAGE AND COOK )

**CLERK’S CERTIFICATION**

I, Amanda Hausman, hereby certify that I am the duly appointed and qualified Village Clerk in and for the Village of Roselle, DuPage and Cook Counties, Illinois; that I am the keeper of the files, records, and seal of said Village, and that the following is a true and correct copy of Ordinance No. \_\_\_\_\_

**AN ORDINANCE  
 AMENDING SALARY ORDINANCES ESTABLISHING  
 STRENGTH OF JOB CLASSIFICATIONS FOR  
 PART-TIME PATROL OFFICERS**

adopted and approved by the Mayor and the Board of Trustees at an official meeting held on January 23, 2023 and that the vote on the motion for adoption was as follows:

	YES	NO	ABSENT	PRESENT
Bruce Berkshire				
Wayne D. Domke				
Cheryl Lenisa				
Tom Della Penna				
Tom Piorkowski				
Lee Trejo				
David Pileski				
TOTAL				

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Village Code of the Village of Roselle, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

I further state that this Certification is issued under my hand and the seal of the Village of Roselle as required in the Illinois Compiled Statues 65 ILCS 5/1-2-4.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused to be affixed the Corporate Seal of said Village of Roselle, DuPage and Cook Counties, Illinois on the date set forth herein.

\_\_\_\_\_  
 Amanda Hausman, Village Clerk

(SEAL)

**APPENDIX A - GENERAL EMPLOYEES  
EFFECTIVE JANUARY 23, 2023**

JOB CLASSIFICATION	PAY RANGE		AUTHORIZED STRENGTH
	MIN.	MAX.	
<b>ADMINISTRATIVE/SUPPORT SERVICES</b>			
Police Records Assistant	\$45,065	\$68,823	3
Finance Assistant	\$45,065	\$68,823	2
Community Development Assistant	\$45,065	\$68,823	1
Community Service Officer	\$45,065	\$68,823	4
Administrative Assistant	\$47,768	\$72,956	3
Accounting Specialist	\$50,635	\$77,331	2
Permit Coordinator	\$50,635	\$77,331	1
Executive Assistant/Deputy Clerk	\$52,170	\$77,332	1
Customer Service and Billing Coordinator	\$53,673	\$81,972	1
Human Resources Generalist	\$53,673	\$81,972	1
<b>TOTAL</b>			<b>19</b>
<b>TECHNICAL</b>			
Code Compliance Inspector	\$60,625	\$90,723	1
Fire Marshal	\$60,625	\$90,723	1
Economic Development Analyst	\$60,625	\$90,723	1
Planner	\$60,625	\$90,723	0
Community Relations Coordinator	\$64,263	\$96,166	1
Police Resource Coordinator	\$64,263	\$96,166	1
Chief Accountant	\$64,263	\$96,166	1
<b>TOTAL</b>			<b>6</b>
<b>PROFESSIONAL/SUPERVISORY</b>			
Civil Engineer	\$75,502	\$112,987	1
Senior Civil Engineer	\$84,148	\$126,193	1
Police Services Manager	\$75,502	\$112,987	1
Police Social Worker	\$75,502	\$112,987	2
Community Development Manager	\$75,502	\$112,987	1
Sergeant *	\$86,672	\$129,980	5
Public Works Manager	\$94,533	\$132,347	3
Battalion Chief**	\$117,921	\$133,973	3
<b>TOTAL</b>			<b>17</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 Manual is \$60.00 per hour)			
<b>MANAGEMENT</b>			
Assistant Director of Public Works/Village Engineer	\$97,369	\$149,154	1
Deputy Police Chief	\$97,369	\$149,154	2
Deputy Fire Chief	\$97,369	\$149,154	1
Director of Community Development	\$104,810	\$160,548	0
Assistant Village Administrator	\$104,810	\$160,548	1
Director of Public Works	\$108,740	\$166,569	1
Director of Finance	\$108,740	\$166,569	1
Chief of Police	\$108,740	\$166,569	1
Fire Chief	\$108,740	\$166,569	1
Village Administrator	Per Board Approval		1
<b>TOTAL</b>			<b>10</b>
<b>Part-Time Employees - Hourly Rate</b>			
Seasonal Public Works Engineering Intern	\$15.00	\$18.00	1
Community Development Intern	\$15.00	\$18.00	1
Building Maintainer	\$16.29	\$18.31	1
Building Inspector (Structural)	\$31.83	\$40.31	0
Plumbing Inspector	\$38.42		0
Electrical Inspector	\$38.42		1
Patrol Officer***	\$33.92	\$50.14	<del>1</del> <b>2</b>
<b>TOTAL</b>			<del>5</del> <b>6</b>
*** (Pay range is identical to range contained in full-time police officer collective bargaining agreement)			
<b>GRAND TOTAL GENERAL EMPLOYEES</b>			<b>57- 58</b>