



AGENDA ITEM #8B

**AGENDA ITEM EXECUTIVE SUMMARY
Village Board Meeting
4/10/2023**

Item Title: **Salary Ordinance Amendment**

Staff Contact: Brian Joanis, Assistant Village Administrator

CONSENT

VILLAGE BOARD ACTION:

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

Executive Summary:

The attached ordinance makes modifications to the salary ordinance that are consistent with the FY 2023 Budget and have been previously reviewed by the Village Board. The changes in the ordinance are as follows:

- **Appendix A:**
 - The addition of a Permit and Project Coordinator with authorized strength of 1 added to the Appendix, and reduction in authorized strength of the Permit Coordinator from 1 to 0.
 - Renamed the Permit Coordinator position to Permit Technician to better align with the International Code Council (ICC) certifications and responsibilities of the position.

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? N/A

Strategic Priority:

Operational Sustainability

Attachments:

Ordinance and accompanying Appendix

THE VILLAGE OF ROSELLE
COOK AND DUPAGE COUNTIES, ILLINOIS

ORDINANCE
NUMBER 2023-

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

DAVID PILESKI, Mayor
AMANDA HAUSMAN, Village Clerk

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

Village Board

Published in pamphlet form by authority of the
Mayor and the Board of Trustees of the Village of Roselle
on this the 10th day of April, 2023

ORDINANCE NO. 2023-

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

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 Ordinance 1980-949 that establishing a pay plan 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 change the classification and salaries of the respective officers and employees as set forth in the proposed plan; 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 amend Ordinance Number 80-949 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 – Amendment to Salary Ordinance

The corporate authorities hereby amend Salary Ordinance Number 80-949 as follows:

Appendix A, titled, “General Employees” and dated January 1, 2023 of the Pay Plan is hereby repealed and rescinded in its entirety and replaced with a new Appendix A titled “General Employees” dated April 10, 2023 attached hereto as Exhibit A.

Section Three – Effective Date

That this ordinance shall become effective immediately after its passage.

Section Four- 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 Five - Passage Clause

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

Section Six - 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 or the Roselle Municipal Code.

Section Seven - Publication

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

Section Eight - 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	ABSTAIN
Bruce Berkshire				
Wayne D. Domke				
Cheryl Lenisa				
Tom Della Penna				
Tom Piorkowski				
Lee Trejo				
David Pileski (if necessary)				
TOTAL				

PASSED AND APPROVED by the Village of Roselle Board of Trustees on the 10th day of April, 2023:

David Pileski
Mayor

ATTEST:

Amanda Hausman
Village Clerk

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

CLERK’S CERTIFICATION

I, _____ hereby certify that I am the duly elected 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 ORDINANCE NO. 80-949
 ESTABLISHING A PAY PLAN
 FOR THE VILLAGE OF ROSELLE
 OFFICERS AND EMPLOYEES**

adopted and approved by the Mayor and the Board of Trustees at an official meeting held on August 8, 2022 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 Code of Ordinances, 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

APPENDIX A - GENERAL EMPLOYEES

EFFECTIVE APRIL 10, 2023

JOB CLASSIFICATION	PAY RANGE		AUTHORIZED STRENGTH
	MIN.	MAX.	
ADMINISTRATIVE/SUPPORT SERVICES			
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			
<u>Permit Technician</u>	\$50,635	\$77,331	4 0
Executive Assistant/Deputy Clerk	\$52,170	\$77,332	1
<u>Permit and Project Coordinator</u>	<u>\$53,673</u>	<u>\$81,972</u>	<u>1</u>
Customer Service and Billing Coordinator	\$53,673	\$81,972	1
Human Resources Generalist	\$53,673	\$81,972	1
TOTAL			19
<u>TECHNICAL</u>			
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
TOTAL			6
<u>PROFESSIONAL/SUPERVISORY</u>			
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
TOTAL			17

* (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)

MANAGEMENT

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
TOTAL			10

Part-Time Employees - Hourly Rate

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	1
TOTAL			5

****(Pay range is identical to range contained in full-time police officer collective bargaining agreement)*

GRAND TOTAL GENERAL EMPLOYEES**57**

**APPENDIX B - FULL-TIME FIREFIGHTER UNION
EFFECTIVE JANUARY 1, 2023**

**JOB
CLASSIFICATION**

EMPLOYEES HIRED
BEFORE JANUARY 1, 2013

PAY RANGE

MIN. MAX.

Firefighter III (Advanced)	-	\$97,450.30
Fire Lieutenant	-	\$111,376.55

EMPLOYEES HIRED
AFTER JANUARY 1, 2013

PAY RANGE

MIN. MAX.

Firefighter II/Paramedic (Basic)	\$69,123.50	\$99,556.40
Firefighter III/Paramedic (Advanced)	\$72,336.44	\$104,183.91
Lieutenant/Paramedic	\$109,393.10	\$116,313.66

TOTAL (combined authorized strength for all positions) 18

**Effective 4/1/2022; 18 = 3 Lieutenants and 15 Firefighters*

**APPENDIX C - POLICE OFFICERS UNION
EFFECTIVE JANUARY 1, 2023**

JOB CLASSIFICATION	EMPLOYEES HIRED BEFORE JANUARY 1, 2013	EMPLOYEES HIRED AFTER JANUARY 1, 2013		AUTHORIZED STRENGTH
	PAY RANGE MAX.	PAY RANGE MIN.	PAY RANGE MAX.	
Police Officer	\$109,498.82	\$74,087.05	\$109,498.82	25

**Individuals assigned to detective duty have an additional annual \$1,500 added to the base pay range*

**APPENDIX D - PUBLIC WORKS OPERATOR'S UNION
EFFECTIVE JANUARY 1, 2022**

JOB CLASSIFICATION	EMPLOYEES HIRED BEFORE JULY 1, 2012		EMPLOYEES HIRED AFTER JULY 1, 2012		AUTHORIZED STRENGTH
	PAY RANGE		PAY RANGE		
	MIN.	MAX.	MIN.	MAX.	
Street Maintenance Worker	\$ 56,161	\$ 77,368	\$ 54,422	\$ 73,094	5
Lead Street Maintenance Worker	\$ 60,016	\$ 82,535	\$ 56,862	\$ 78,112	1
Wastewater Plant Operator	\$ 59,449	\$ 81,754	\$ 57,609	\$ 77,374	4
Water Operator	\$ 59,449	\$ 81,754	\$ 57,609	\$ 77,374	2
Laboratory Technician	\$ 61,787	\$ 84,849	\$ 59,874	\$ 80,415	1
Engineering Technician	\$ 65,481	\$ 90,262	\$ 63,455	\$ 85,225	0
Lead Wastewater Plant Operator	\$ 65,795	\$ 90,262	\$ 63,758	\$ 85,633	2 <u>1</u>
Lead Water Operator	\$ 65,795	\$ 90,262	\$ 63,758	\$ 85,633	1
Equipment Mechanic	\$ 69,772	\$ 95,559	\$ 67,612	\$ 90,809	2
Foreman	\$ 76,749	\$ 105,115	\$ 74,293	\$ 101,768	3 <u>4</u>
TOTAL					<u>21</u>

**APPENDIX D - PUBLIC WORKS OPERATOR'S UNION
EFFECTIVE JANUARY 1, 2023**

JOB CLASSIFICATION	EMPLOYEES HIRED BEFORE JULY 1, 2012		EMPLOYEES HIRED AFTER JULY 1, 2012		AUTHORIZED STRENGTH
	PAY RANGE		PAY RANGE		
	MIN.	MAX.	MIN.	MAX.	
Street Maintenance Worker	\$ 57,846	\$ 79,690	\$ 56,055	\$ 75,287	5
Lead Street Maintenance Worker	\$ 61,817	\$ 85,011	\$ 58,568	\$ 80,455	1
Wastewater Plant Operator	\$ 61,232	\$ 84,207	\$ 59,337	\$ 79,695	4
Water Operator	\$ 61,232	\$ 84,207	\$ 59,337	\$ 79,695	2
Laboratory Technician	\$ 63,640	\$ 87,395	\$ 61,670	\$ 82,828	1
Engineering Technician	\$ 67,446	\$ 92,970	\$ 65,359	\$ 87,782	0
Lead Wastewater Plant Operator	\$ 67,769	\$ 92,970	\$ 65,671	\$ 88,202	2 1
Lead Water Operator	\$ 67,769	\$ 92,970	\$ 65,671	\$ 88,202	1
Equipment Mechanic	\$ 71,865	\$ 98,426	\$ 69,641	\$ 93,533	2
Foreman	\$ 79,052	\$ 108,268	\$ 76,522	\$ 104,821	3 4
TOTAL					<u>21</u>

**APPENDIX E - PART-TIME FIREFIGHTER UNION
EFFECTIVE JANUARY 1, 2022**

JOB CLASSIFICATION	Hourly Rate	AUTHORIZED STRENGTH
<u>Part-time Firefighters</u>		
No Certification	\$ 13.25	
Basic Operations Firefighter & EMT-B	\$ 16.20	
Advanced Firefighter & EMT-B	\$ 16.95	
Basic Operations Firefighter & Paramedic	\$ 18.40	
Advanced Firefighter & Paramedic	\$ 19.15	
<i>TOTAL</i>		29

Number of Authorized Full-Time Employees

Full Time Non-Union	48
Full Time Firefighters Union	15
Police Officer Union	25
PW Operators Union	21
TOTAL	109

Number of Authorized Part-Time Employees

Other Part-Time Employees	5
Part Time Firefighters Union	29
TOTAL	34