

City of Seward, NE
Tuesday, December 1, 2015
Regular Session

Item G7

**CONSIDERATION OF AN ORDINANCE AMENDING THE
COMPREHENSIVE PAY PLAN EFFECTIVE JANUARY 1, 2016
- Bruce Smith**

Administrative Report: The attached pay ordinance reflects the addition of the Golf Course employees and changes to wages to comply with January 1 minimum wage.

Following review and discussion, a motion to adopt the ordinance would be in order.

Staff Contact:

ORDINANCE NO.

AN ORDINANCE TO PROVIDE FOR CLASSIFICATION OF OFFICERS AND EMPLOYEES OF THE CITY OF SEWARD, NEBRASKA; TO PROVIDE FOR LONGEVITY PAY AND PAYMENT OF PART-TIME EMPLOYEES; TO PROVIDE FOR A DATE SUCH CLASSIFICATION AND PAY RANGES OF COMPENSATION SHALL BECOME EFFECTIVE; TO PROVIDE FOR PUBLICATION IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEWARD, NEBRASKA:

Section 1. CLASSIFICATION, RANGES OF COMPENSATION. The classification of officers and employees of the City of Seward, Nebraska, pay grades and ranges of compensation for such classification are as follows:

2015-2016 SALARY SCHEDULE
PAY RANGE RATES
(A) CLERICAL (HOURLY)

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Account Clerk III	15.56	19.90
Util Billing Clerk/ Customer Service Representative	14.10	18.83
Account Clerk I	11.91	15.43
Permits Technician	10.20	14.39
Library Assistant II	13.82	17.13
Library Assistant I	10.25	12.99
Library Clerk I	9.00	11.22
Secretary I	14.85	17.85
Aging Services Commission Assistant	11.48	14.10

(B) LABOR & TRADES (HOURLY)

Civic Center Live/in Caretaker	9.00	10.30
Custodian	12.40	17.32
Asst Power Director/Line Crew Chief	23.56	30.15
Lineman First Class	22.24	27.61
Electric Service Technician	21.93	27.29
Electric Seasonal Groundman	17.18	20.25
Meter Reader	15.22	19.45
Assistant Park Director	19.12	22.88
Public Properties Caretaker II/Horticulturist	15.83	19.21
Public Properties Caretaker II	15.44	18.90
Public Properties Caretaker I	14.21	18.91
Public Properties Summer Laborer	9.03	10.95
Street Division Foreman	19.82	26.23
Street Maintenance Worker III	15.52	20.88
Street Maintenance Worker II	14.20	19.20
Street Maintenance Worker I	13.17	17.28
Recycling Center Worker	9.23	13.15

Facility Maintenance Supervisor	21.57	28.81
WW Treatment/Water Plant Operator	17.93	23.65
Senior Utility Maintenance Worker II	18.47	24.87
Utility Maintenance Worker II	17.59	23.69
Utility Maintenance Worker I	15.06	19.22
W/WW Summer Laborer	9.03	10.95
Recreation Summer Laborer	9.03	10.95
Pool Manager	10.94	13.00
Assistant Pool Manager	9.50	11.25
Swim Program Coordinator	9.25	10.94
Lifeguard	9.00	10.00
Pool Office/Concession Wrk	9.00	10.00
Water Safety Instructor	9.00	10.00
Swim Lesson Aide	6.00	6.50
Golf Shop Seasonal Employee	9.03	10.95

(C) PUBLIC SAFETY (HOURLY)

Police Sergeant	22.09	27.84
Police Officer II	17.85	23.73
Police Officer I	16.99	22.81
Administrative Secretary/Records Clerk	14.07	17.77
Community Service Officer	12.47	16.04

(D) SUPERVISORY, TECHNICAL & ADMINISTRATIVE (MONTHLY)

City Administrator	8,204	8,983
Police Chief	5,707	6,666
Asst. Adm/Clk-Treas/Budget & HR Director	5,200	6,407
Water/Wastewater Director	4,958	6,593
Electric Power/Resource Director	4,779	6,191
Public Facilities/Capital Imp/GIS Director	4,599	6,385
St/Transportation/Recycling Supt.	4,599	6,385
Asst. Chief of Police	4,521	5,617
Parks/Recreation/Cemetery/Golf Director	4,126	5,197
Library Director	4,015	4,815
Deputy Clerk/Fin Director/Asst. Treasurer	3,898	4,571
Golf Course Superintendent	3,898	4,571
Accountant/Budget Administrator	3,825	4,508
Building Zoning/Code Enforcement Director	3,742	4,538
Assistant Library Director	2,947	3,677
Assistant Recreation Director	2,764	3,421
Civic Center Manager	2,663	3,068
Golf Shop Manager	2,450	3,000
Aging Services Commission Assistant	1,989	2,444

Section 2. LONGEVITY PAY. Each employee, who is a full-time employee, will, for each two years of service to the City, receive five dollars (\$5.00) per month in addition to the established base pay in his classification as set forth in Section One of this ordinance.

Section 3. COMPENSATION PAYABLE BIWEEKLY. The compensation and salary fixed for the respective officers and employees of the City by this ordinance shall be paid biweekly.

Section 4. PART-TIME EMPLOYEES. Persons employed by the City on a part-time or occasional basis shall be paid on an hourly rate and at such time as shall be fixed by the Mayor and Council by motion.

Section 5. CLASSIFICATIONS EFFECTIVE. The classifications and pay ranges set forth in Section One of this ordinance shall be effective January 1, 2016.

Section 6. REPEAL. Any City of Seward ordinance, resolution, or employee handbook or part of any ordinance, resolution, or employee handbook of the City of Seward, Nebraska in conflict with this Ordinance is hereby repealed to the extent of such conflict.

Section 7. WHEN OPERATIVE. This ordinance shall be effective from and after its approval, passage and publication as required by law and the ordinances of the City.

Passed and approved this 1st day of December, 2015.

ATTEST:

THE CITY OF SEWARD, NEBRASKA

Marilyn Varner
Deputy Clerk/
Finance Director/
Assistant Treasurer

Joshua Eickmeier, Mayor

CLERICAL (HOURLY)

POSITION	1	2	3	4	5	6	7	8	9
ACCOUNT CLERK III	15.56	\$16.10	\$16.65	\$17.19	\$17.73	\$18.27	\$18.82	\$19.36	19.90
UTIL BILLING CLK-CUST SERV REP	14.10	\$14.69	\$15.28	\$15.87	\$16.47	\$17.06	\$17.65	\$18.24	18.83
ACCOUNT CLERK I	11.91	\$12.35	\$12.79	\$13.23	\$13.67	\$14.11	\$14.55	\$14.99	15.43
PERMITS TECHNICIAN	10.20	\$10.72	\$11.25	\$11.77	\$12.30	\$12.82	\$13.34	\$13.87	14.39
LIBRARY ASSISTANT II	13.82	\$14.23	\$14.64	\$15.06	\$15.47	\$15.89	\$16.30	\$16.72	17.13
LIBRARY ASSISTANT I	10.25	\$10.59	\$10.93	\$11.28	\$11.62	\$11.96	\$12.30	\$12.65	12.99
LIBRARY CLERK	9.00	\$9.28	\$9.56	\$9.83	\$10.11	\$10.39	\$10.67	\$10.94	11.22
SECRETARY I	14.85	\$15.23	\$15.60	\$15.98	\$16.35	\$16.73	\$17.10	\$17.48	17.85
AGING SERV. COMM. ASSISTANT	11.48	11.80	12.13	12.46	12.79	13.11	13.44	13.77	14.10

LABOR & TRADES (HOURLY)

POSITION	1	2	3	4	5	6	7	8	9
CIVIC CENTER LIVE-IN CRTKR	9.00	\$9.16	\$9.33	\$9.49	\$9.65	\$9.81	\$9.98	\$10.14	10.30
CUSTODIAN	12.40	\$13.02	\$13.63	\$14.25	\$14.86	\$15.48	\$16.09	\$16.70	17.32
ASST POWER DIR/LINE CREW CHIEF	23.56	\$24.39	\$25.21	\$26.03	\$26.86	\$27.68	\$28.50	\$29.33	30.15
LINEMAN 1ST CLASS	22.24	\$22.91	\$23.59	\$24.26	\$24.93	\$25.60	\$26.27	\$26.94	27.61
ELEC SERVICE TECHNICIAN	21.93	\$22.60	\$23.27	\$23.94	\$24.61	\$25.28	\$25.95	\$26.62	27.29
ELEC. SEASONAL GROUNDMAN	17.18	\$17.57	\$17.95	\$18.33	\$18.71	\$19.10	\$19.48	\$19.86	20.25
METER READER	15.22	\$15.75	\$16.28	\$16.80	\$17.33	\$17.86	\$18.39	\$18.92	19.45
ASSIST. PARK DIRECTOR	19.12	\$19.59	\$20.06	\$20.53	\$21.00	\$21.47	\$21.94	\$22.41	22.88
PUBLIC PROP. CRTKR HORTICUL	15.83	\$16.26	\$16.68	\$17.10	\$17.52	\$17.94	\$18.37	\$18.79	19.21
PUBLIC PROP. CARETAKER II	15.44	\$15.87	\$16.30	\$16.73	\$17.17	\$17.60	\$18.03	\$18.47	18.90
PUBLIC PROP. CARETAKER I	14.21	\$14.80	\$15.39	\$15.97	\$16.56	\$17.15	\$17.73	\$18.32	18.91
PUB PROP SUMMER LABORER	9.03	\$9.27	\$9.51	\$9.75	\$9.99	\$10.23	\$10.47	\$10.71	10.95
ST. DIVISION FOREMAN	19.82	\$20.62	\$21.42	\$22.22	\$23.02	\$23.82	\$24.63	\$25.43	26.23
ST. MAINT. WORKER III	15.52	\$16.19	\$16.86	\$17.53	\$18.20	\$18.87	\$19.54	\$20.21	20.88
ST. MAINT. WORKER II	14.20	\$14.83	\$15.45	\$16.08	\$16.70	\$17.33	\$17.95	\$18.58	19.20
ST. MAINT. WORKER I	13.17	\$13.68	\$14.19	\$14.71	\$15.22	\$15.74	\$16.25	\$16.76	17.28
RECYCLING WORKER	9.23	\$9.72	\$10.21	\$10.70	\$11.19	\$11.68	\$12.17	\$12.66	13.15

POSITION	LABOR & TRADES (HOURLY)								
	1	2	3	4	5	6	7	8	9
FACILITY MAINTENANCE SUPERV	21.57	\$22.48	\$23.38	\$24.29	\$25.19	\$26.10	\$27.00	\$27.91	28.81
WW PLANT / WATER PLANT OPER	17.93	\$18.64	\$19.36	\$20.07	\$20.79	\$21.50	\$22.22	\$22.93	23.65
SENIOR UTIL. MAINT. WORKER II	18.47	\$19.27	\$20.07	\$20.87	\$21.67	\$22.47	\$23.27	\$24.07	24.87
UTIL MAINT. WORKER II	17.59	\$18.35	\$19.11	\$19.88	\$20.64	\$21.40	\$22.16	\$22.93	23.69
UTIL MAINT. WORKER I	15.06	\$15.58	\$16.10	\$16.62	\$17.14	\$17.66	\$18.18	\$18.70	19.22

WWW SUMMER LABORER	9.03	\$9.27	\$9.51	\$9.75	\$9.99	\$10.23	\$10.47	\$10.71	10.95
REC SUMMER LABORER	9.03	\$9.27	\$9.51	\$9.75	\$9.99	\$10.23	\$10.47	\$10.71	10.95

POOL MANAGER	10.94	\$11.20	\$11.45	\$11.71	\$11.97	\$12.23	\$12.48	\$12.74	13.00
ASST. POOL MANAGER	9.50	\$9.72	\$9.94	\$10.16	\$10.38	\$10.59	\$10.81	\$11.03	11.25
SWIM POOL COORDINATOR	9.25	\$9.46	\$9.67	\$9.88	\$10.09	\$10.31	\$10.52	\$10.73	10.94
POOL LIFEGUARD	9.00	\$9.13	\$9.25	\$9.38	\$9.50	\$9.63	\$9.75	\$9.88	10.00
POOL OFFICE/CONCESSIONS	9.00	\$9.13	\$9.25	\$9.38	\$9.50	\$9.63	\$9.75	\$9.88	10.00
WATER SAFETY INSTR.	9.00	\$9.13	\$9.25	\$9.38	\$9.50	\$9.63	\$9.75	\$9.88	10.00
SWIM LESSON AIDE	6.00	\$6.06	\$6.13	\$6.19	\$6.25	\$6.31	\$6.38	\$6.44	6.50

GOLF SHOP SEASONAL EMPLOYEE	9.03	\$9.27	\$9.51	\$9.75	\$9.99	\$10.23	\$10.47	\$10.71	10.95
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POSITION	POLICE (HOURLY)								
	1	2	3	4	5	6	7	8	9
POLICE SERGEANT	22.09	\$22.81	\$23.53	\$24.24	\$24.96	\$25.68	\$26.40	\$27.12	27.84
POLICE OFFICER II	17.85	\$18.59	\$19.32	\$20.06	\$20.79	\$21.53	\$22.26	\$22.99	23.73
POLICE OFFICER I	16.99	\$17.72	\$18.45	\$19.17	\$19.90	\$20.63	\$21.36	\$22.08	22.81
ADM/SEC RECORDS CLK PD	14.07	\$14.53	\$14.99	\$15.45	\$15.92	\$16.38	\$16.84	\$17.31	17.77
COMMUNITY SERVICE OFFICER	12.47	\$12.91	\$13.36	\$13.81	\$14.25	\$14.70	\$15.15	\$15.60	16.04

POSITION	SUPERVISORY, TECHNICAL, ADMINISTRATIVE (MONTHLY)								
	1	2	3	4	5	6	7	8	9
CITY ADMINISTRATOR	8204	8302	8399	8497	8594	8691	8789	8886	8983
POLICE CHIEF	5707	5827	5947	6067	6186	6306	6426	6546	6666
ASST ADM/CLK-TREAS/BUD/HUMAN	5200	5351	5501	5652	5803	5954	6105	6256	6407
WWW/TW DIRECTOR	4958	5162	5367	5571	5775	5980	6184	6388	6593
ELEC/POWER/ RESOURCE DIRECTOR	4779	4956	5132	5309	5485	5662	5838	6015	6191
PUBL FACIL/CI/GIS DIRECTOR	4599	4823	5046	5269	5492	5715	5938	6161	6385
ST/TRANS/RECYCLING SUPT	4599	4823	5046	5269	5492	5715	5938	6161	6385
ASST CHIEF OF POLICE	4521	4658	4795	4932	5069	5206	5343	5480	5617

SUPERVISORY, TECHNICAL, ADMINISTRATIVE (MONTHLY)

POSITION	1	2	3	4	5	6	7	8	9
PARKS/REC/CEM/GOLF DIRECTOR	4126	4260	4393	4527	4661	4795	4929	5063	5197
LIBRARY DIRECTOR	4015	4115	4215	4315	4415	4515	4615	4715	4815
DEPUTY CLK/FIN/ASST. TREAS.	3898	3982	4066	4150	4234	4319	4403	4487	4571
GOLF COURSE SUPERINTENDENT	3898	3982	4066	4150	4234	4319	4403	4487	4571
ACCOUNTANT/BUDGET ADMINISTRATOR	3825	3910	3996	4081	4167	4252	4338	4423	4508
BLDG/ZONING/CODE ENFORCEMENT	3742	3841	3941	4040	4140	4239	4339	4438	4538
ASST LIB DIRECTOR	2947	3038	3130	3221	3312	3403	3495	3586	3677
ASSISTANT RECREATION DIRECTOR	2764	2846	2928	3010	3092	3175	3257	3339	3421
CIVIC CENTER MANAGER	2663	2713	2764	2815	2866	2916	2967	3018	3068
GOLF SHOP MANAGER	2450	2519	2588	2656	2725	2794	2863	2931	3000