

MINUTES OF THE CONTINUATION OF THE REGULAR MEETING
ON MAY 28, 1985 OF THE MAYOR AND COUNCIL
OF THE TOWN OF CHAPEL HILL,
MUNICIPAL BUILDING, MONDAY JUNE 3, 1985, 7:30 P.M.

Mayor Joseph L. Nassif called the meeting to order. Council Members present were:

- Marilyn Myers Boulton
- David Godschalk
- Jonathan Howes
- Beverly Kawalec
- David Pasquini
- Nancy Preston
- Bill Thorpe

Council Member R.D. Smith was absent, excused. Also present were Town Manager David R. Taylor, Assistant Town Managers Sonna Loewenthal and Ron Secrist and Acting Town Attorney Michael Patrick.

COUNCIL MEMBER BOULTON MOVED, SECONDED BY COUNCIL MEMBER PRESTON TO MOVE THE EXECUTIVE SESSION TO THE END OF THE AGENDA. THE MOTION PASSED UNANIMOUSLY, (8-0).

1985-86 BUDGET AND RELATED MATTERS

Human Services Performance Agreements

COUNCIL MEMBER BOULTON MOVED, SECONDED BY COUNCIL MEMBER GODSCHALK TO ADOPT RESOLUTION 85-R-97.

Council Member Thorpe asked what would happen to the balance of funds resulting from what the Human Services Advisory Board recommended and what the Manager recommended. Manager Taylor replied that it would remain available in the account, and if not expended, it would go over next year as fund balance. Council Member Thorpe replied that he didn't like having extra money in the account.

THE MOTION PASSED UNANIMOUSLY, (8-0).

The resolution, as adopted, reads as follows:

A RESOLUTION APPROVING 1985-86 FUNDING FOR SERVICE AGREEMENTS WITH HUMAN SERVICE AGENCIES AS RECOMMENDED BY THE HUMAN SERVICES ADVISORY BOARD (85-R-97)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby approves the following appropriations for agreements with human services agencies in 1985-86 to address the community's priority human services needs identified by the Human Services Advisory Board:

	<u>Amount</u>
Chapel Hill-Carrboro Meals on Wheels, Inc.	\$2,250
Child Care Networks, Inc.	3,000
Drive-A-Teen	1,000
Dispute Settlement Center, Inc.	5,000
Joint Orange-Chatham Community Action, Inc.	6,200
North State Legal Services, Inc.	4,000
Orange County Rape Crisis Center, Inc.	4,500
Orange County Women's Center, Inc.	4,000
Orange-Durham Coalition for Battered Women, Inc.	7,000
Planned Parenthood of Orange County, Inc.	2,000
Safety Haven	500
Volunteers for Youth, Inc.	2,000

BE IT FURTHER RESOLVED that the Council hereby approves, and authorizes the Town Manager to execute on behalf of the Town, agreements with the above agencies for services described in the Human Services Advisory Board's report on May 13, 1985.

BE IT FURTHER RESOLVED by the Council that the appropriations for payments pursuant to the above agreements shall be from non-property tax sources.

This the 3rd day of June, 1985.

South Orange Rescue Squad

COUNCIL MEMBER HOWES MOVED, SECONDED BY COUNCIL MEMBER GODSCHALK TO ADOPT 85-R-98.

Council Member Pasquini expressed appreciation for the service provided by the South Orange Rescue Squad. He asked who else provided ambulance service to the community. Manager Taylor replied that no one else did, however, the Public Safety Department would probably have to provide the service if the South Orange Rescue Squad did not exist. He stated that the organization received most of its funding from fund raisers and from Orange County. Manager Taylor also said they operated out of the Town's Fire Station on Elliott Road.

Council Member Thorpe asked if South Orange Rescue Squad received any funds from UNC or NC Memorial Hospital. Manager Taylor replied that he was not aware of any funds from the hospital.

THE MOTION PASSED UNANIMOUSLY, (8-0).

The resolution, as adopted, reads as follows:

A RESOLUTION REGARDING A PERFORMANCE AGREEMENT WITH THE SOUTH ORANGE RESCUE SQUAD (85-R-98)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby approves, and authorizes the Town Manager to execute on behalf of the Town, an agreement with the South Orange Rescue Squad for funding of \$2,500 by the Town toward the purchase of an advanced life support heart monitor to be used in emergency medical and rescue services in Southern Orange County, including Chapel Hill.

This the 3rd day of June, 1985.

Employee Pay Plan Amendment

COUNCIL MEMBER BOULTON MOVED, SECONDED BY COUNCIL MEMBER KAWALEC TO ADOPT ORDINANCE 85-O-26. THE MOTION PASSED UNANIMOUSLY, (8-0).

See page 12 for copy of the ordinance, as adopted.

Employee Pay Plan 1985-86

COUNCIL MEMBER KAWALEC MOVED, SECONDED BY COUNCIL MEMBER HOWES TO ADOPT ORDINANCE 85-O-27.

Council Member Pasquini asked what were the percentages of employee salary raises last year for Greensboro as compared to Chapel Hill and what Greensboro was projecting to give in merit increases this year as compared to Chapel Hill. He felt the Town's pay plan should mimic what Greensboro is doing. Council Member Pasquini said it appeared Chapel Hill was providing more than Greensboro but he wasn't exactly sure. He said he wasn't happy with the Performance Based Pay Plan and the explanation information provided and he hoped that by next year this would change.

Manager Taylor replied that the Town's Pay Plan worked essentially the same way Greensboro's plan worked. Each year when salary ranges are adjusted, the Town has identified what percentage of the increase is attributed to merit or market changes. Greensboro doesn't separate the increase into different categories. They refer to the entire increase as merit. Manager Taylor also said that Chapel Hill's adjustment takes place in October whereas Greensboro's takes place between July and January. He concluded by reiterating that the two systems were essentially the same.

Mayor Nassif stated that he liked the Performance-Based Pay Plan because it gave employees an incentive to produce, however he felt the system needed improvement with regard to those employees who do not produce.

Council Member Thorpe said he felt the time period an employee was allowed to bring a Below Expected Level performance rating up to At Expected Level should be the same throughout all Town departments. He also said he'd like a memorandum detailing the changes and justification for change of each position due to market surveys and reclassifications.

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Council Member Thorpe questioned the reclassification of a Public Safety Officer (PSO) position to Administrative Assistant performing crime analysis functions. He said Council had authorized a PSO position and therefore that position should remain in the field as such. He also questioned why the policy statement regarding reclassification of vacant firefighter positions to be automatically reclassified as Public Safety Officer is listed in Section VII of the Classification and Pay Plan when this policy is known and previously approved by the Council.

Council Member Thorpe also said he still felt that longevity pay should be based solely on length of service and not tied to recent performance.

Mayor Nassif suggested that if an employee were rated at Below Expected Level at his/her normal performance rating time then the employee would be given a designated amount of time in which to improve his/her performance. If at the end of this period the employee had not improved performance then the employee would be terminated. Mayor Nassif said by having this rating and review period prior to December, when longevity is given, it would eliminate the problem of paying or not paying longevity to those employees whose performance was Below Expected Level, i.e. those employees whose performance was below expected level would either be terminated from employment or improve their performance to At Expected Level prior to the granting of longevity pay.

Council Members agreed to delete the last sentence in Section IX of Ordinance 85-0-27 which stated that "Employees with Below Expected Level Performance will not be eligible for longevity pay," and to include a policy statement to say that if an employee were rated at Below Expected Level for the period ending June 30 (the rating would probably occur by August) that employee had until November 15th to bring his/her performance level to At Expected Level or his/her employment would be terminated.

COUNCIL MEMBER THORPE MOVED, SECONDED BY COUNCIL MEMBER PASQUINI TO AMEND THE MOTION TO INCLUDE A PART-TIME COUNCIL ASSISTANT'S POSITION.

Council Member Boulton asked if this person could be someone already on staff, saying that research for the Council was part of the Mayor's Assistant's job. She asked if secretarial assistance couldn't be provided by the Manager's staff.

Council Member Preston spoke in support of having a Council Assistant.

Council Member Godschalk spoke against the motion saying that Council had been trying to hold the line on the budget in other areas, therefore he felt Council should also hold the line in this area. He said that Council should take advantage of those people already on staff who could provide assistance.

Council Member Thorpe said he felt Council needed an assistant. He said there were a lot of personnel changes proposed by the Manager (reclassifications, upgrading, part-time to full-time) that was costing the Town, and that all he was asking for was a 20 hour per week part-time position.

Council Member Pasquini said he was sympathetic to Council Member Thorpe's position especially since he felt Council needed research assistance, but that he couldn't support an increase in personnel since Council had been adamant about cutting spending in other areas.

COUNCIL MEMBER BOULTON MOVED, SECONDED BY COUNCIL MEMBER PRESTON FOR A SUBSTITUTE MOTION TO HAVE THE MANAGER MAKE AVAILABLE TO THE COUNCIL SECRETARIAL ASSISTANCE.

THE SUBSTITUTE MOTION CARRIED, (7-1) WITH COUNCIL MEMBER THORPE VOTING AGAINST.

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THE MOTION CARRIED, (7-1) WITH COUNCIL MEMBER THORPE VOTING AGAINST.

THE MOTION, AS AMENDED CARRIED, (6-2) WITH COUNCIL MEMBER PASQUINI AND THORPE VOTING AGAINST.

See page ___ for the ordinance, as adopted.

Transportation Grants

COUNCIL MEMBER PRESTON MOVED, SECONDED BY COUNCIL MEMBER BOULTON TO ADOPT RESOLUTION 85-R-99. THE MOTION PASSED UNANIMOUSLY, (8-0).

The resolution, as adopted, reads as follows:

A RESOLUTION AUTHORIZING THE FILING OF APPLICATIONS WITH THE DEPARTMENT OF TRANSPORTATION, UNITED STATES OF AMERICA, FOR GRANTS UNDER THE URBAN MASS TRANSPORTATION ACT OF 1964, AS AMENDED (85-R-99)

WHEREAS, the Secretary of Transportation is authorized to make grants for mass transportation projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs; and

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of applications for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant give an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the applicant that minority business enterprise be utilized to the fullest extent possible in connection with these projects, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment contracts, or consultant and other services;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill:

1. That the Town Manager is authorized to execute and file applications on behalf of the Town of Chapel Hill with the U.S. Department of Transportation and the North Carolina Department of Transportation, to aid in the financing of operating, capital, ride-sharing, and planning assistance projects pursuant to Sections 5, 9A, and 9 of the Urban Mass Transportation Act of 1964, as amended.
2. That the Town Manager is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.
3. That the Town Manager is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the applications for the projects.
4. That the Town Manager is authorized to set forth and execute affirmative minority business policies in connection with the project's procurement needs.
5. That the Town Manager is authorized to execute grant agreements on behalf of the Town of Chapel Hill with the U.S. Department of Transportation for aid in the financing of the operating, capital, ride-sharing, and planning assistance projects.

This the 3rd day of June, 1985.

Transportation Service Agreements

COUNCIL MEMBER THORPE MOVED, SECONDED BY COUNCIL MEMBER BOULTON TO ADOPT RESOLUTION 85-R-100. THE MOTION PASSED UNANIMOUSLY, (8-0).

The resolution, as adopted, reads as follows:

A RESOLUTION AUTHORIZING EXECUTION OF CONTRACTS WITH THE UNIVERSITY OF NORTH CAROLINA, TOWN OF CARRBORO AND THE TRIANGLE J COUNCIL OF GOVERNMENTS IN 1985-86 (85-R-100)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby approves, and authorizes the Town Manager to execute on behalf of the Town, contracts with the University of North Carolina and the Town of Carrboro for the Town to provide them public transportation services, substantially in accord with the adopted budget of the Town of Chapel Hill. Said contracts may reflect public transportation services to the University and Carrboro which differ from those in the 1985-86 proposed budget submitted to Council on April 22, 1985, provided that such differences do not increase the overall Transportation Fund Budget.

BE IT FURTHER RESOLVED that the Council approves, and authorizes the Manager to execute on behalf of the Town, a contract with the Triangle J Council of Governments to pass UMTA funds for a regional Tri-A-Ride (ridesharing) through to the Triangle J Council of Governments. Said contract shall provide that the Town is not responsible for the operation of the programs, the Town is not liable for any claims or actions arising out of such operation, and that the Triangle J Council of Governments and N.C. Department of Transportation shall provide all required local matching funds.

This the 3rd day of June, 1985.

Transportation User Fees Policy

COUNCIL MEMBER BOULTON MOVED, SECONDED BY COUNCIL MEMBER PASQUINI TO ADOPT RESOLUTION 85-R-101b. THE MOTION PASSED UNANIMOUSLY, (8-0).

The resolution, as adopted, reads as follows:

A RESOLUTION ADOPTING A TRANSPORTATION DEPARTMENT USER FEE POLICY, REFUND AND WAIVER POLICY, AND SCHEDULES (85-R-101b)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby adopts the attached Transportation Department User Fee Policy, Refund and Waiver Policy, and schedules of charges for transit passes, tickets, fares and parking fees as recommended by the Manager.

This the 3rd day of June, 1985.

Parks and Recreation User Fees Policy

COUNCIL MEMBER PRESTON MOVED, SECONDED BY COUNCIL MEMBER PASQUINI, TO ADOPT RESOLUTION 85-R-102. THE MOTION PASSED UNANIMOUSLY, (8-0).

The resolution, as adopted, reads as follows:

A RESOLUTION ADOPTING A PARKS AND RECREATION DEPARTMENT USER FEE POLICY, WAIVER POLICY, AND POLICY REGARDING RENTAL OF EQUIPMENT AND FACILITIES (85-R-102)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby adopts the attached Parks and Recreation Department User Fee Policy, Waiver Policy and Policy Regarding Rental of Equipment and Facilities as recommended by the Manager.

This the 3rd day of June, 1985.

Library User Fees Policy

COUNCIL MEMBER GODSCHALK MOVED, SECONDED BY COUNCIL MEMBER HOWES TO ADOPT RESOLUTION 85-R-103.

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Council Member Pasquini asked what was the status of obtaining funding from the County. Manager Taylor replied that the Mayor and he were to make a presentation before the County Commissioners on June 4, 1985 and he expected that the Town would receive funds.

THE MOTION PASSED UNANIMOUSLY, (8-0).

The resolution, as adopted, reads as follows:

A RESOLUTION ADOPTING A LIBRARY FINES AND FEE POLICY AND WAIVER POLICY (85-R-103)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby adopts the attached Library Fines and Fees Policy and Waiver Policy as recommended by the Manager.

This the 3rd day of June, 1985.

Budget Ordinance for 1985-86

COUNCIL MEMBER GODSCHALK MOVED, SECONDED BY COUNCIL MEMBER PRESTON TO ADOPT ORDINANCE 85-O-28.

COUNCIL MEMBER THORPE MOVED, SECONDED BY COUNCIL MEMBER BOULTON TO AMEND THE MOTION TO INCLUDE A RAISE IN THE SALARIES FOR THE COUNCIL TO \$4000 AND THE MAYOR TO \$8000 ANNUALLY.

Council Members Boulton, Howes and Thorpe spoke in support of the amendment.

Council Member Godschalk spoke against the motion citing the fact that the Council was not spending money on a lot of things citizens's have asked for including new services and open space.

Council Member Pasquini spoke against the motion saying he didn't see any justification for increasing the salaries. He said that if Council was asking Mr. Taylor to run an efficient government then Council should set an example.

COUNCIL MEMBER PASQUINI MOVED TO AMEND THE AMENDMENT TO HAVE INCREASES IN MAYOR AND COUNCIL'S SALARIES TO BE EFFECTIVE IN DECEMBER, 1985. THE MOTION FAILED FOR LACK OF A SECOND.

THE AMENDMENT CARRIED, (5-3) WITH COUNCIL MEMBERS GODSCHALK, PASQUINI AND MAYOR NASSIF VOTING AGAINST.

THE MOTION, AS AMENDED, PASSED UNANIMOUSLY, (8-0).

The ordinance, as adopted, reads as follows:

AN ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY, 1985 (85-O-28)

ARTICLE 1

BE IT ORDAINED by the Council of the Town of Chapel Hill, the following appropriations are hereby made:

<u>Department</u>	<u>Division</u>	<u>Total Division</u>	<u>Total Department</u>
GENERAL FUND			
Mayor			47,139
Council			107,785
Town Manager	Administration	310,010	
	Human Services	90,843	
	Information Services/ Town Clerk	193,293	594,146
Personnel			169,360

Finance		291,990	
Legal		81,727	
Planning		335,799	
Inspections		227,069	
Engineering		257,753	
Public Works	Administration	107,883	
	Construction	102,758	
	Streets	1,006,744	
	Equipment Services	567,916	
	Solid Waste Collection	1,123,511	
	Public Buildings and Grounds	449,874	3,358,686
Police	Administration	217,265	
	Support Services	354,640	
	Social Work	91,765	
	Patrol	1,482,685	
	Detectives	305,064	2,451,419
Fire	Administration	143,861	
	Suppression	1,141,432	
	Prevention	94,905	1,380,198
Parks and Recreation	Administration	83,839	
	General Recreation	291,251	
	Athletics	270,030	
	Parks Maintenance	349,437	994,557
Library			609,463
Non-Departmental			1,235,717
	General Fund Total		12,142,808
Other Funds			
Debt Service Fund			1,166,524
Solid Waste Disposal Fund			421,350
Parking Facilities Fund			62,500
Parking Facilities Bond Fund			142,480
Church Street Parking Facilities Bond Fund			249,905
Transportation Fund	Administration	305,585	
	Operations	1,764,200	
	Maintenance	435,950	
	Non-Departmental	112,800	
Transportation Fund Total			2,618,535
General Revenue Sharing Fund			296,582
Housing Loan Trust Fund			35,000
Library Gift Fund			14,000
Capital Reserve Fund			552,582
Capital Improvement Fund			250,000
TOTAL - ALL FUNDS			17,952,266

ARTICLE II

It is estimated that the following revenues will be available during the fiscal year beginning July 1, 1985 and ending June 30, 1986, to meet the foregoing appropriations. It is determined that where estimated revenues are higher than the previous year, the increases are warranted.

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General Fund	Property Taxes	5,687,806
	Licenses and Permits	216,250
	Fines and Forfeitures	121,500
	State-Shared Revenues	4,217,500
	Grants	208,934
	Service Charges	492,278
	Other	15,200
	Revenue from Money and Property	332,380
	Interfund Transfers	250,960
	Fund Balance Appropriated	600,000
	General Fund Total	12,142,808
Debt Service Fund		1,166,524
Solid Waste Disposal Fund		421,350
Parking Facilities Fund		62,500
Parking Facilities Bond Fund		142,480
Church Street Parking Facilities Bond Fund		249,905
Transportation Fund		2,618,535
General Revenue Sharing Fund		296,582
Housing Loan Trust Fund		35,000
Library Gift Fund		14,000
Capital Reserve Fund		552,582
Capital Improvement Fund		250,000
TOTAL - ALL FUNDS		17,952,266

ARTICLE III

There is hereby levied the following tax on each one hundred dollars (\$100) valuation of taxable property, located within the Town of Chapel Hill, as listed for taxes as of January 1, 1985, for the purpose of raising revenue from property tax as set forth in the foregoing estimates of revenues, and in order to finance the foregoing appropriations.

General Fund (for the general operations expense of the Town of Chapel Hill)	\$0.635/\$100
Transportation Fund (for the payment of expenses related to transportation approved by referendum)	\$0.05/\$100
TOTAL	\$0.685/\$100

This the 3rd day of June, 1985.

Funds for Paving Marcus Road

COUNCIL MEMBER THORPE MOVED, SECONDED BY COUNCIL MEMBER PASQUINI TO ADOPT ORDINANCE 85-0-29. THE MOTION PASSED UNANIMOUSLY, (8-0).

The ordinance, as adopted reads as follows:

AN ORDINANCE TO AMEND "THE ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 1984 (85-0-29)

BE IT ORDAINED by the Council of the Town of Chapel Hill that the Budget Ordinance entitled "An Ordinance Concerning Appropriations and the Raising of Revenue for the Fiscal Year Beginning July 1, 1984" as duly adopted on May 29, 1984, be and the same is hereby amended as follows:

Section II - That \$80,000 in Fund Balance in the Capital Reserve Fund for capital improvements is hereby removed from the Capital Reserve Fund and transferred to the Capital Projects Fund for Street Improvements as follows:

For petitioned improvements to Marcus Road	\$80,000
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This the 3rd day of June, 1985.

COUNCIL MEMBER KAWALEC MOVED, SECONDED BY COUNCIL MEMBER HOWES TO ADOPT ORDINANCE 85-0-30. THE MOTION PASSED UNANIMOUSLY, (8-0).

The ordinance, as adopted, reads as follows:

AN ORDINANCE TO AMEND THE CAPITAL PROJECTS ORDINANCE FOR STREET IMPROVEMENTS (85-0-30)

BE IT ORDAINED by the Council of the Town of Chapel Hill that, the Budget Ordinance 85-0-19 entitled "A Capital Projects Ordinance for Street Improvements for Merritt Mill Road and Street Petition Improvements is hereby amended as follows:

Section III - Revenues anticipated to be available for the project are amended as follows:

	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
From Capital Reserve Fund	350,000	80,000		430,000

Section IV - Appropriations for project are amended as follows:

For petitioned street improvements:

	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
Marcus Road	350,000	80,000		430,000

This the 3rd day of June, 1985.

COUNCIL MEMBER PRESTON MOVED, SECONDED BY COUNCIL MEMBER HOWES TO REOPEN THE DISCUSSION ON ORDINANCES 85-0-26 and 85-0-27. THE MOTION PASSED, (6-2) WITH COUNCIL MEMBERS GODSCHALK AND PASQUINI VOTING AGAINST.

COUNCIL MEMBER HOWES MOVED, SECONDED BY COUNCIL MEMBER PRESTON TO AMEND ORDINANCE 85-0-26 TO INCLUDE THE ADDITION OF THE SALARY CHANGE FOR THE MAYOR AND COUNCIL. THE MOTION CARRIED, (6-2) WITH COUNCIL MEMBERS GODSCHALK AND PASQUINI, VOTING AGAINST.

The ordinance, as adopted, reads as follows:

AN ORDINANCE AMENDING THE POSITION CLASSIFICATION AND PAY PLAN (85-0-26)

BE IT ORDAINED by the Council of the Town of Chapel Hill that the Council hereby amends the "Ordinance Establishing a Position Classification and Pay Plan and Longevity Plan for Employees of the Town of Chapel Hill and Bonds of Officials beginning October 1, 1984 (84-0-37)" as follows:

In SECTION I, ADD the following:

<u>Salary Grade Number</u>	<u>Hiring Rate</u>	<u>Job Rate</u>	<u>Maximum Rate</u>
1	\$3.35/hour	\$4.00/hour	\$4.75/hour
2	3.50/hour	4.25/hour	5.00/hour
3	3.75/hour	4.50/hour	5.25/hour

In SECTION IV, DELETE the line:

In SECTION B

	<u>No.</u>	
Mayor	1	\$ 7,000
Council Members	8	\$ 3,000

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In SECTION C

	<u>Full-Time</u>		<u>Part-Time</u>		<u>Grade</u>
	<u>No.</u>	<u>Hrs.</u>	<u>No.</u>	<u>Hrs.</u>	
under POLICE					
Animal Control Officer I	1	37½	-	-	12
under PLANNING					
Drafting Technician	-	-	1	20	15
under LIBRARY					
Secretary IV	-	-	1	30	13

and ADD the following lines:

In SECTION B

	<u>No.</u>	
Mayor	1	\$ 8,000
Council Members	8	\$ 4,000

In SECTION C

under PLANNING					
	<u>No.</u>	<u>Hrs.</u>			
Drafting Technician	1	37½	-	-	15
under LIBRARY					
Secretary IV	1	37½	-	-	13

In SECTION IV D. REPLACE the entire section with the following:

D. Specific Contract Classifications

<u>General</u>	<u>No.</u>	<u>Hrs.</u>	<u>Salary</u>
Bus Driver I	varies	avg 6-20	Grade 14
Call Firefighter	4	1 meeting/month	\$23.00/month
Legal Assistant	1	varies	\$1000 per month
Library Aide (summer months)	2	37½	Grade 7
Library Page	2	10; 20 in summer	Grade 1
Maintenance Aide	varies	40	Grade 1
Football Parking Monitor	15	28/season	Grade 1
Relief Parking Lot Attendant	5	varies	Grade 8
School Crossing Guard	5	10	\$ 4.00 - 8.00/hour
Student Intern	varies	varies	\$ 3.35 - 10.00/hour
<u>Parks and Recreation</u>			
Assistant Pool Manager	varies	varies	Grade 3
Athletic Supervisor	varies	varies	\$ 3.35 - 7.00/hour
Class Instructor	varies	varies	\$ 5.00 - 25.00/hour
Clerk	1	20	Grade 1
Desk Attendant	varies	varies	Grade 2
Game Official	varies	varies	\$ 4.00 - 12.50/game
Gym/Center Supervisor (MAE)	varies	varies	\$ 4.00 - 5.00/hour
Lifeguard	varies	varies	Grade 1
Park Maintenance Aide	varies	varies	Grade 1
Program Assistant I	varies	varies	Grade 1
Scorer-Timer	varies	varies	\$ 4.00 - 5.25/game
Swim Instructor	varies	varies	\$ 4.00 - 5.50/hour
Program Assistant II	varies	varies	Grade 2

Summer Classifications (used for 7 to 8 weeks during the Summer):

Day Camp Counselor	26	varies	Grade 1
Day Camp Director	6	varies	Grade 3

* Permanent classifications or other titles may be used for contract positions on a temporary basis, as approved by the Manager.

This the 3rd day of June, 1985.

COUNCIL MEMBER BOULTON MOVED, SECONDED BY COUNCIL MEMBER THORPE TO AMEND ORDINANCE 85-0-27 TO INCLUDE THE CHANGE IN SALARY FOR THE MAYOR AND COUNCIL. THE MOTION CARRIED, (6-2) WITH COUNCIL MEMBERS GODSCHALK AND PASQUINI VOTING AGAINST.

The ordinance, as adopted, reads as follows:

AN ORDINANCE ESTABLISHING A POSITION CLASSIFICATION AND PAY PLAN AND LONGEVITY PLAN FOR EMPLOYEES OF THE TOWN OF CHAPEL HILL AND BONDS OF OFFICIALS BEGINNING OCTOBER 1, 1985 (85-0-27)

BE IT ORDAINED by the Council of the Town of Chapel Hill that the salaries, bonds, wages, weekly work hours, certain benefits, and the number of Officials and employees of the Town of Chapel Hill are hereby fixed as follows:

SECTION I

SCHEDULE OF SALARY GRADES

SALARY GRADE NUMBER	HIRING RATE	JOB RATE	MAXIMUM RATE
-----	-----	-----	-----
1	3.35/hr	4.00/hr	4.75/hr
2	3.50/hr	4.25/hr	5.00/hr
3	3.75/hr	4.50/hr	5.25/hr
4	8291.45	10078.28	11666.85
5	8706.02	10582.19	12250.19
6	9141.32	11111.30	12862.70
7	9598.39	11666.87	13505.83
8	10078.31	12250.21	14181.13
9	10582.22	12862.72	14890.18
10	11111.33	13505.86	15634.69
11	11666.90	14181.15	16416.43
12	12250.24	14890.21	17237.25
13	12862.76	15634.72	18099.11
14	13505.89	16416.45	19004.07
15	14181.19	17237.28	19954.27
16	14890.25	18099.14	20951.98
17	15634.76	19004.10	21999.58
18	16416.50	19954.30	23099.56
19	17237.32	20952.02	24254.54
20	18099.19	21999.62	25467.27
21	19004.15	23099.60	26740.63
22	19954.36	24254.58	28077.66
23	20952.07	25467.31	29481.54
24	21999.68	26740.67	30955.62
25	23099.66	28077.71	32503.40
26	24254.64	29481.59	34128.57
27	25467.38	30955.67	35835.00
28	26740.75	32503.46	37626.75
29	28077.78	34128.63	39508.09
30	29481.67	35835.06	41483.49
31	30955.76	37626.81	43557.67
32	32503.54	39508.15	45735.55
33	34128.72	41483.56	48022.33
34	35835.16	43557.74	50423.44
35	37626.91	45735.63	52944.62

SECTION II

52

SALARIES BASED ON 40 HOUR WORK WEEK (B)

ANNUAL	BI-WEEKLY	WEEKLY	STRAIGHT TIME HOURLY	TIME & ONE-HALF
8291.45	318.90	159.45	3.986	5.979
8706.02	334.85	167.42	4.186	6.279
9141.32	351.59	175.79	4.395	6.593
9598.39	369.17	184.58	4.615	6.923
10078.31	387.63	193.81	4.845	7.268
10582.22	407.01	203.50	5.088	7.632
11111.33	427.36	213.68	5.342	8.013
11666.90	448.73	224.36	5.609	8.414
12250.24	471.16	235.58	5.890	8.835
12862.76	494.72	247.36	6.184	9.276
13505.89	519.46	259.73	6.493	9.740
14181.19	545.43	272.72	6.818	10.227
14890.25	572.70	286.35	7.159	10.739
15634.76	601.34	300.67	7.517	11.276
16416.50	631.40	315.70	7.893	11.840
17237.32	662.97	331.49	8.287	12.431
18099.19	696.12	348.06	8.702	13.053
19004.15	730.93	365.46	9.137	13.706
19954.36	767.48	383.74	9.593	14.390
20952.07	805.85	402.92	10.073	15.110
21999.68	846.14	423.07	10.577	15.866
23099.66	888.45	444.22	11.106	16.659
24254.64	932.87	466.44	11.661	17.492
25467.38	979.51	489.76	12.244	18.366
26740.75	1028.49	514.25	12.856	19.284
28077.78	1079.91	539.96	13.499	20.249
29481.67	1133.91	566.96	14.174	21.261
30955.76	1190.61	595.30	14.883	22.325
32503.54	1250.14	625.07	15.627	23.441
34128.72	1312.64	656.32	16.408	24.612
35835.16	1378.28	689.14	17.228	25.842
37626.91	1447.19	723.59	18.090	27.135
39508.26	1519.55	759.77	18.994	28.491
41483.67	1595.53	797.76	19.944	29.916
43557.86	1675.30	837.65	20.941	31.412
45735.75	1759.07	879.53	21.988	32.982
48022.54	1847.02	923.51	23.088	34.632
50423.66	1939.37	969.69	24.241	36.363
52944.62	2036.33	1018.17	25.451	38.181

SALARIES BASED ON 37 1/2 HOUR WORK WEEK (A)

ANNUAL	BI-WEEKLY	WEEKLY	STRAIGHT TIME HOURLY	TIME & ONE-HALF
8291.45	318.90	159.45	4.252	6.378
8706.02	334.85	167.42	4.465	6.698
9141.32	351.59	175.79	4.688	7.032
9598.39	369.17	184.58	4.922	7.383
10078.31	387.63	193.81	5.168	7.752
10582.22	407.01	203.50	5.427	8.141
11111.33	427.36	213.68	5.698	8.547
11666.90	448.73	224.36	5.983	8.975
12250.24	471.16	235.58	6.282	9.423
12862.76	494.72	247.36	6.596	9.894
13505.89	519.46	259.73	6.926	10.389
14181.19	545.43	272.72	7.272	10.908
14890.25	572.70	286.35	7.636	11.454
15634.76	601.34	300.67	8.018	12.027
16416.50	631.40	315.70	8.419	12.629
17237.32	662.97	331.49	8.840	13.260
18099.19	696.12	348.06	9.282	13.923
19004.15	730.93	365.46	9.746	14.619
19954.36	767.48	383.74	10.233	15.350
20952.07	805.85	402.92	10.745	16.118
21999.68	846.14	423.07	11.282	16.923
23099.66	888.45	444.22	11.846	17.769
24254.64	932.87	466.44	12.438	18.657
25467.38	979.51	489.76	13.060	19.590
26740.75	1028.49	514.25	13.713	20.570
28077.78	1079.91	539.96	14.399	21.599
29481.67	1133.91	566.96	15.119	22.679
30955.76	1190.61	595.30	15.875	23.813
32503.54	1250.14	625.07	16.668	25.002
34128.72	1312.64	656.32	17.502	26.253
35835.16	1378.28	689.14	18.377	27.566
37626.91	1447.19	723.59	19.296	28.944
39508.26	1519.55	759.77	20.261	30.392
41483.67	1595.53	797.76	21.274	31.911
43557.86	1675.30	837.65	22.337	33.506
45735.75	1759.07	879.53	23.454	35.181
48022.54	1847.02	923.51	24.627	36.941
50423.66	1939.37	969.69	25.858	38.787
52944.62	2036.33	1018.17	27.151	40.727

SALARIES BASED ON 56 HOUR WC K (D)

SALARIES BASED ON 42 HOUR WORK WEEK (C)

SALARIES BASED ON 56 HOUR WC K (D)				SALARIES BASED ON 42 HOUR WORK WEEK (C)					
ANNUAL	BI-WEEKLY	WEEKLY	STRAIGHT TIME HOURLY	TIME & ONE-HALF	ANNUAL	BI-WEEKLY	WEEKLY	STRAIGHT TIME HOURLY	TIME & ONE-HALF
8291.45	318.90	159.45	3.796	5.694	8291.45	318.90	159.45	3.796	5.694
8706.02	334.85	167.42	3.986	5.979	8706.02	334.85	167.42	3.986	5.979
9141.32	351.59	175.79	4.186	6.279	9141.32	351.59	175.79	4.186	6.279
9598.39	369.17	184.58	4.395	6.593	9598.39	369.17	184.58	4.395	6.593
10078.31	387.63	193.81	4.615	6.923	10078.31	387.63	193.81	4.615	6.923
10582.22	407.01	203.50	4.845	7.268	10582.22	407.01	203.50	4.845	7.268
11111.33	427.36	213.68	5.088	7.632	11111.33	427.36	213.68	5.088	7.632
11666.90	448.73	224.36	5.342	8.013	11666.90	448.73	224.36	5.342	8.013
12250.24	471.16	235.58	5.609	8.414	12250.24	471.16	235.58	5.609	8.414
12862.76	494.72	247.36	5.890	8.835	12862.76	494.72	247.36	5.890	8.835
13505.89	519.46	259.73	6.184	9.276	13505.89	519.46	259.73	6.184	9.276
14181.19	545.43	272.72	6.493	9.740	14181.19	545.43	272.72	6.493	9.740
14890.25	572.70	286.35	6.818	10.227	14890.25	572.70	286.35	6.818	10.227
15634.76	601.34	300.67	7.159	10.739	15634.76	601.34	300.67	7.159	10.739
16416.50	631.40	315.70	7.517	11.276	16416.50	631.40	315.70	7.517	11.276
17237.32	662.97	331.49	7.893	11.840	17237.32	662.97	331.49	7.893	11.840
18099.19	696.12	348.06	8.287	12.431	18099.19	696.12	348.06	8.287	12.431
19004.15	730.93	365.46	8.702	13.053	19004.15	730.93	365.46	8.702	13.053
19954.36	767.48	383.74	9.137	13.706	19954.36	767.48	383.74	9.137	13.706
20952.07	805.85	402.92	9.593	14.390	20952.07	805.85	402.92	9.593	14.390
21999.68	846.14	423.07	10.073	15.110	21999.68	846.14	423.07	10.073	15.110
23099.66	888.45	444.22	10.577	15.866	23099.66	888.45	444.22	10.577	15.866
24254.64	932.87	466.44	11.106	16.659	24254.64	932.87	466.44	11.106	16.659
25467.38	979.51	489.76	11.661	17.490	25467.38	979.51	489.76	11.661	17.490
26740.75	1028.49	514.25	12.244	18.356	26740.75	1028.49	514.25	12.244	18.356
28077.78	1079.91	539.96	12.856	19.254	28077.78	1079.91	539.96	12.856	19.254
29481.67	1133.91	566.96	13.499	20.189	29481.67	1133.91	566.96	13.499	20.189
30955.76	1190.61	595.30	14.174	21.161	30955.76	1190.61	595.30	14.174	21.161
32503.54	1250.14	625.07	14.883	22.166	32503.54	1250.14	625.07	14.883	22.166
34128.72	1312.64	656.32	15.627	23.201	34128.72	1312.64	656.32	15.627	23.201
35835.16	1378.28	689.14	16.408	24.271	35835.16	1378.28	689.14	16.408	24.271
37626.91	1447.19	723.59	17.228	25.374	37626.91	1447.19	723.59	17.228	25.374
39508.26	1519.55	759.77	18.090	26.508	39508.26	1519.55	759.77	18.090	26.508
41483.67	1595.53	797.76	18.994	27.671	41483.67	1595.53	797.76	18.994	27.671
43557.86	1675.30	837.65	19.944	28.861	43557.86	1675.30	837.65	19.944	28.861
45735.75	1759.07	879.53	20.941	30.081	45735.75	1759.07	879.53	20.941	30.081
48022.54	1847.02	923.51	21.988	31.331	48022.54	1847.02	923.51	21.988	31.331
50423.66	1939.37	969.69	23.088	32.611	50423.66	1939.37	969.69	23.088	32.611
52944.62	2036.33	1018.17	24.242	33.911	52944.62	2036.33	1018.17	24.242	33.911

STRAIGHT TIME HOURLY	WEEKLY	BI-WEEKLY	ANNUAL	TIME & ONE-HALF
2.847	159.45	318.90	8291.45	4.271
2.990	167.42	334.85	8706.02	4.485
3.139	175.79	351.59	9141.32	4.709
3.296	184.58	369.17	9598.39	4.944
3.461	193.81	387.63	10078.31	5.192
3.634	203.50	407.01	10582.22	5.451
3.816	213.68	427.36	11111.33	5.724
4.006	224.36	448.73	11666.90	6.009
4.207	235.58	471.16	12250.24	6.311
4.417	247.36	494.72	12862.76	6.626
4.638	259.73	519.46	13505.89	6.957
4.870	272.72	545.43	14181.19	7.305
5.113	286.35	572.70	14890.25	7.670
5.369	300.67	601.34	15634.76	8.054
5.638	315.70	631.40	16416.50	8.457
5.919	331.49	662.97	17237.32	8.879
6.215	348.06	696.12	18099.19	9.323
6.526	365.46	730.93	19004.15	9.789
6.852	383.74	767.48	19954.36	10.278
7.195	402.92	805.85	20952.07	10.793
7.555	423.07	846.14	21999.68	11.333
7.933	444.22	888.45	23099.66	11.900
8.329	466.44	932.87	24254.64	12.494
8.746	489.76	979.51	25467.38	13.119
9.183	514.25	1028.49	26740.75	13.775
9.642	539.96	1079.91	28077.78	14.463
10.124	566.96	1133.91	29481.67	15.186
10.630	595.30	1190.61	30955.76	15.945
11.162	625.07	1250.14	32503.54	16.743
11.720	656.32	1312.64	34128.72	17.580
12.306	689.14	1378.28	35835.16	18.459
12.921	723.59	1447.19	37626.91	19.382
13.567	759.77	1519.55	39508.26	20.351
14.246	797.76	1595.53	41483.67	21.369
14.958	837.65	1675.30	43557.86	22.437
15.706	879.53	1759.07	45735.75	23.559
16.491	923.51	1847.02	48022.54	24.737
17.316	969.69	1939.37	50423.66	25.974
18.182	1018.17	2036.33	52944.62	27.273

SECTION III

CLASSIFICATIONS GROUPED BY SALARY GRADE

- 8 • (10078/12350/14181)**
 - Laborer
 - Parking Lot Attendant
- 9 • (10582/12853/14890)
 - Secretary I
 - Information Services Technician
 - Buildings and Groundskeeper
 - Mason's Helper
 - Library Assistant I
- 10 • (11111/13506/15635)
 - Assistant Parking Services Supervisor
 - Truck Driver
 - Weighmaster
 - Traffic Assistant I
 - Equipment Services Attendant I
- 11 • (11667/14181/16416)
 - Surveyor's Assistant
 - Sanitation Collector I
 - Equipment Service Attendant II
 - Library Assistant II
- 12 • (12250/14890/17237)
 - Secretary II
 - Accounting Clerk
 - Records Clerk
 - Receptionist
 - Sanitation Collector II
 - Equipment Operator I
 - Assistant Tree Trimmer
- 13 • (12853/15635/18099)
 - Secretary III
 - Word Processor
 - Traffic Assistant II
- 14 • (13506/16416/19004)
 - Maintenance Mechanic I
 - Secretary IV
 - Purchasing Assistant
 - Sanitation Equipment Operator I
 - Equipment Operator II
 - Animal Control Officer
 - Bus Driver I
 - Personnel Technician
 - Accounting Technician I
 - Library Technical Assistant
- 15 • (14181/17237/19954)
 - Drafting Technician
 - Permits Technician
 - Sanitation Equipment Operator II
 - Mason
 - Equipment Mechanic I
 - Grounds Specialist
 - Tree Trimmer
 - Assistant Recreation Center Supervisor
 - Parks Supervisor
 - Bus Driver II
 - Parts and Service Manager I
- 16 • (14890/18099/20952)
 - Executive Secretary
 - Information Services Supervisor
 - Equipment Operator III
 - Firefighter
 - Police Inf. & Communications Specialist
 - Bus Driver II/Dispatcher
 - Revenue Collector
- 17 • (15635/19004/23000)
 - Maintenance Mechanic II
 - Parts and Service Manager II
 - Recreation Specialist I
 - Bus Dispatcher
 - Transit Supervisor
 - Parking Services Supervisor
- 18 • (16416/19954/23100)
 - Equipment Mechanic II
 - Fire Equipment Operator
 - Fire Mechanic
 - Landfill Supervisor
 - Streets Supervisor
 - Sanitation Supervisor
- 19 • (17237/20952/24255)
 - Accounting Technician II
 - Engineering Technician
 - Recreation Specialist II
 - Recreation Center Supervisor
 - Mechanic Supervisor I
 - Librarian I
- 20 • (18099/23000/25467)
 - Electrical Inspector
 - Housing Inspector
 - Plumbing Inspector
 - Building Inspector
 - Engineering Inspector
 - Assistant Fire Marshall
 - Public Safety Officer
 - Librarian II
 - Assistant Transit Superintendent
 - Mechanic Supervisor II
- 21 • (19004/23100/26741)
 - Planner I
 - Administrative Assistant I
 - Master Officer
 - Crisis Counselor
 - Personnel Analyst I
- 22 • (19954/24255/28078)
 - Fire Captain
 - Librarian III
- 23 • (20952/25467/29482)
 - Grants Coordinator
 - Buildings and Grounds Superintendent
 - Construction Superintendent
 - Crisis Unit Supervisor
 - Field Operations Supervisor
 - Parks Superintendent
- 24 • (22000/26741/30956)
 - Administrative Assistant II
 - Assistant to the Mayor
 - Human Services Coordinator
 - Planner II
 - Information Services Coord./Town Clerk
 - Police Lieutenant
 - Recreation Superintendent
- 25 • (23100/28078/32504)
 - Comm. Dev. Program Coord.
 - Purchasing Agent
 - Personnel Analyst II
 - Streets Superintendent
 - Sanitation Superintendent
 - Equipment Services Superintendent
 - Assistant to the Manager
 - Assistant Fire Chief
 - Fire Marshall
- 26 • (24255/29482/34129)
 - Accounting Services Manager
 - Planner III
 - Police Captain
 - Transportation System Superintendent
 - Assistant Town Engineer
- 27 • (25467/30956/35835)
 - Deputy Fire Chief
- 28 • (26741/32504/37627)
 - Police Major
- 29 • (28078/34129/39508)
 - Inspections Director
 - Library Director
- 30 • (29482/35835/41483)
 - Personnel Director
- 31 • (30956/37627/43558)
 - Fire Chief
 - Parks and Recreation Director
- 32 • (32504/39508/45736)
 - Finance Director
 - Town Engineer
- 33 • (34129/41483/48022)
 - Planning Director
 - Public Works Director
 - Police Chief
 - Transportation Director
- 34
- 35 • (37627/45736/52945)
 - Assistant Town Manager

*Eligible for overtime compensation.
 **Annual Salary Rates. First figure is hiring rate/middle figure is Job Rate/third figure is

SECTION IV
BUDGETED POSITIONS

A. Bonded Positions

<u>Position</u>	<u>Bond</u>
Director of Finance	\$100,000
Other Employees (blanket)	\$100,000

B. Mayor, Council, and Town Manager

<u>Position</u>	<u>No.</u>	
Mayor	1	\$ 8,000
Council Members	8	\$ 4,000
Town Manager	1	\$60,000
Town Attorney	1	**

C. Full- and Part-Time Positions

<u>Positions</u>	<u>Full-Time</u>		<u>Part-Time</u>		<u>Grade No.</u>
	<u>No.</u>	<u>Hrs.</u>	<u>No.</u>	<u>Hrs.</u>	
MAYOR AND LEGISLATIVE OFFICE					
Assistant to the Mayor	1	-	-	-	24
TOWN MANAGER'S OFFICE					
Assistant Town Manager	2	*	-	-	35
Assistant to the Manager	1	37 $\frac{1}{2}$	-	-	25
Human Services Coordinator	1	37 $\frac{1}{2}$	-	-	24
Information Services Coordinator/ Town Clerk	1	37 $\frac{1}{2}$	-	-	24
Information Services Supervisor	1	37 $\frac{1}{2}$	-	-	16
Executive Secretary	1	37 $\frac{1}{2}$	-	-	16
Word Processor	2	37 $\frac{1}{2}$	-	-	13
Secretary II	1	37 $\frac{1}{2}$	-	-	12
Receptionist	1	37 $\frac{1}{2}$	-	-	12
Information Services Technician	1	37 $\frac{1}{2}$	-	-	9
PERSONNEL					
Personnel Director	1	*	-	-	30
Personnel Analyst II	1	37 $\frac{1}{2}$	-	-	25
Personnel Analyst I	1	37 $\frac{1}{2}$	-	-	21
Personnel Technician	1	37 $\frac{1}{2}$	-	-	14
FINANCE					
Finance Director	1	*	-	-	32
Accounting Services Manager	1	37 $\frac{1}{2}$	-	-	26
Purchasing Agent	1	37 $\frac{1}{2}$	-	-	25
Accounting Technician II	1	37 $\frac{1}{2}$	-	-	19
Revenue Collector	1	37 $\frac{1}{2}$	-	-	16
Accounting Technician I	1	37 $\frac{1}{2}$	-	-	14
Purchasing Assistant	1	37 $\frac{1}{2}$	-	-	14
Accounting Clerk	1	37 $\frac{1}{2}$	-	-	12

* Hours as required to perform the duties of the position, not less than 40 hours per week.

**Town Attorney salary to be determined by the Mayor and Council when position is filled.

<u>Positions</u>	<u>Full-Time</u>		<u>Part-Time</u>		<u>Grade No.</u>
	<u>No.</u>	<u>Hrs.</u>	<u>No.</u>	<u>Hrs.</u>	
PLANNING					
Planning Director	1	*	-	-	33
Planner III	1	37½	-	-	26
Community Development Program Coordinator	1	37½	-	-	25
Planner II	3	37½	-	-	24
Planner I	1	37½	-	-	21
Drafting Technician	1	37½	-	-	15
Secretary III	1	37½	-	-	13
INSPECTIONS					
Inspections Director	1	*	-	-	29
Building Inspector	2	37½	-	-	20
Electrical Inspector	1	37½	-	-	20
Housing Inspector	1	37½	-	-	20
Plumbing and Heating Inspector	1	37½	-	-	20
Permits Technician	1	37½	-	-	15
ENGINEERING					
Town Engineer	1	*	-	-	32
Assistant Town Engineer	1	37½	-	-	26
Field Operations Supervisor	1	37½	-	-	23
Engineering Inspector	2	37½	-	-	20
Engineering Technician	1	37½	-	-	19
Drafting Technician	1	37½	-	-	15
Surveyor's Assistant	1	37½	-	-	11
PUBLIC SAFETY					
Police Chief	1	*	-	-	33
Fire Chief	1	*	-	-	31
Deputy Fire Chief	1	40	-	-	27
Police Major	1	40	-	-	28
Assistant Fire Chief	4	40/56	-	-	25
Fire Marshall	1	40	-	-	25
Police Captain	3	40	-	-	26
Police Lieutenant	8	40;42	-	-	24
Crisis Unit Supervisor ✓	1	40	-	-	23
Fire Captain	9	56	-	-	22
Administrative Assistant I	1	40	-	-	21
Master Officer ✓	15	40;42/56**	-	-	21
Crisis Counselor ✓	2	40	-	-	21
Assistant Fire Marshall	2	40	-	-	20
Public Safety Officer ✓	37	42/56**	-	-	20
Fire Equipment Mechanic	1	40	-	-	18
Fire Equipment Operator	16	56	-	-	18
Firefighter	4	56	-	-	16
Police Communications and Information Specialist ✓	4	42	-	-	16
Animal Control Officer ✓	1	37½	-	-	14
Records Clerk ✓	4	37½	-	-	12
Secretary II ✓	3	37½	-	-	12

* Hours as required to perform the duties of the position, not less than 40 hours per week.
 **The hours of Public Safety Officers and Master Officers assigned to Public Safety are 42 when performing Police duties; 56 when rotating through the Fire Department.

<u>Positions</u>	<u>Full-Time</u>		<u>Part-Time</u>		<u>Grade No.</u>
	<u>No.</u>	<u>Hrs.</u>	<u>No.</u>	<u>Hrs.</u>	
PUBLIC WORKS (ADMINISTRATION)					
Public Works Director	1	*	-	-	33
Administrative Assistant II	1	40	-	-	24
Secretary II	1	37½	-	-	12
PUBLIC WORKS (CONSTRUCTION)					
Construction Superintendent	1	40	-	-	23
Equipment Operator II	2	40	-	-	14
Mason	1	40	-	-	15
PUBLIC WORKS (EQUIPMENT SERVICES)					
Equipment Services Superintendent	1	40	-	-	25
Equipment Mechanic II	4	40	-	-	18
Equipment Mechanic I	1	40	-	-	15
Parts and Service Manager II	1	40	-	-	17
Equipment Service Attendant II	1	40	-	-	11
PUBLIC WORKS (PUBLIC BUILDINGS & GROUNDS)					
Buildings and Grounds Superintendent	1	40	-	-	23
Maintenance Mechanic II	1	40	-	-	17
Tree Trimmer	1	40	-	-	15
Grounds Specialist	1	40	-	-	15
Traffic Assistant II	1	40	-	-	13
Assistant Tree Trimmer	1	40	-	-	12
Traffic Assistant I	1	40	-	-	10
Buildings and Groundskeeper	3	40	-	-	9
PUBLIC WORKS (SOLID WASTE COLLECTION)					
Sanitation Superintendent	1	40	-	-	25
Sanitation Supervisor	2	40	-	-	18
Sanitation Equipment Operator II	4	40	-	-	15
Sanitation Equipment Operator I	11	40	-	-	14
Sanitation Collector II	3	40	-	-	12
Sanitation Collector I	19	40	-	-	11
PUBLIC WORKS (SOLID WASTE DISPOSAL)					
Landfill Supervisor	1	40	-	-	18
Equipment Operator III	2	40	-	-	16
Weighmaster	1	40	-	-	10
PUBLIC WORKS (STREETS)					
Streets Superintendent	1	40	-	-	25
Streets Supervisor	1	40	-	-	18
Equipment Operator II	3	40	-	-	14
Mason	1	40	-	-	15
Equipment Operator I	2	40	-	-	12
Truck Driver	6	40	-	-	10
Mason's Helper	1	40	-	-	9
Laborer	8	40	-	-	8

* Hours as required to perform the duties of the position, not less than 40 hours per week.

<u>Positions</u>	<u>Full-Time</u>		<u>Part-Time</u>		<u>Grade No.</u>
	<u>No.</u>	<u>Hrs.</u>	<u>No.</u>	<u>Hrs.</u>	
PARKS AND RECREATION					
Parks and Recreation Director	1	*	-	-	31
Recreation Superintendent	1	37½	-	-	24
Parks Superintendent	1	40	-	-	23
Recreation Specialist II	5	37½	-	-	19
Recreation Center Supervisor	1	40	-	-	19
Recreation Specialist I	2	37½	-	-	17
Asst. Recreation Center Supervisor	1	40	-	-	15
Parks Supervisor	2	40	-	-	15
Secretary IV	1	37½	-	-	14
Maintenance Mechanic I	1	40	-	-	14
Secretary I	-	-	1	20	9
Buildings and Groundskeeper	4	40	-	-	9
TRANSPORTATION					
Transportation Director	1	*	-	-	33
Transportation System Superintendent	1	40	-	-	26
Administrative Assistant II	1	37½	-	-	24
Equipment Services Superintendent	1	40	-	-	25
Grants Coordinator	1	37½	-	-	23
Asst. Transportation System Supt.	1	40	-	-	20
Equipment Mechanic Supervisor II	1	40	-	-	20
Equipment Mechanic Supervisor I	1	40	-	-	19
Equipment Mechanic II	1	40	-	-	18
Bus Dispatcher	4	40	-	-	17
Transportation Operations Supervisor	3	40	-	-	17
Parking Services Supervisor	1	37½	-	-	17
Bus Driver II/Dispatcher	1	50	-	-	16
Equipment Mechanic I	3	40	-	-	15
Parts and Service Manager I	1	40	-	-	15
Bus Driver II	2	40	-	-	15
Bus Driver I	38	40	20	varies	14
Secretary II	2	37½	-	-	12
Equipment Service Attendant I	4	40	-	-	10
Assistant Parking Services Supervisor	1	37½	-	-	10
Parking Lot Attendant	4	37½	1	31¼	8
LIBRARY					
Library Director	1	*	-	-	29
Librarian III	1	37½	-	-	22
Librarian II	2	37½	3	22/27/28	20
Library Technical Assistant	2	37½	1	30	14
Secretary IV	1	37½	-	-	14
Library Assistant II	7	37½	3	20	11
Secretary I	-	-	1	20	9
Library Assistant I	-	37½	3	20-25	8

* Hours as required to perform the duties of the position, not less than 40 hours per week.

D. Specific Contract Classifications*

<u>General</u>	<u>No.</u>	<u>Hrs.</u>	<u>Salary</u>
Bus Driver I	varies	avg 6-20	Grade 14
Call Firefighter	4	1 meeting/month	\$23.00/month
Legal Assistant	1	varies	\$1000 per month
Library Aide (summer months)	2	37½	Grade 7
Library Page	2	10; 20 in summer	Grade 1
Maintenance Aide	varies	40	Grade 1
Football Parking Monitor	15	28/season	Grade 1
Relief Parking Lot Attendant	5	varies	Grade 8
School Crossing Guard	5	10	\$ 4.00 - 8.00/hour
Student Intern	varies	varies	\$ 3.35 - 10.00/hour

Parks and Recreation

Assistant Pool Manager	varies	varies	Grade 3
Athletic Supervisor	varies	varies	\$ 3.35 - 7.00/hour
Class Instructor	varies	varies	\$ 5.00 - 25.00/hour
Clerk	1	20	Grade 1
Desk Attendant	varies	varies	Grade 2
Game Official	varies	varies	\$ 4.00 - 12.50/game
Gym/Center Supervisor (MAE)	varies	varies	\$ 4.00 - 5.00/hour
Lifeguard	varies	varies	Grade 1
Park Maintenance Aide	varies	varies	Grade 1
Program Assistant I	varies	varies	Grade 1
Scorer-Timer	varies	varies	\$ 4.00 - 5.25/game
Swim Instructor	varies	varies	\$ 4.00 - 5.50/hour
Program Assistant II	varies	varies	Grade 2

Summer Classifications (used for 7 to 8 weeks during the Summer):

Day Camp Counselor	26	varies	Grade 1
Day Camp Director	6	varies	Grade 3

* Permanent classifications or other titles may be used for contract positions on a temporary basis, as approved by the Manager.

Section V

GENERAL PROVISIONS

All Town employees shall be paid bi-weekly or weekly. The Finance Director shall issue warrants for payments of all claim for compensation when approved by the Town Manager and within the appropriation, and shall issue warrants bi-weekly for payments of compensation of members of the Council and the Mayor upon certification of the correctness of the amounts.

SECTION VI

OVERTIME COMPENSATION

Employees will be compensated for overtime worked through (a) compensatory time off within the same work cycle as that in which the overtime was worked, or (b) to the extent set out herein, through overtime pay. Whenever practicable, departments will schedule compensatory leave for eligible employees on an hour-for-hour basis within that work cycle instead of paying overtime. Generally, employees eligible for overtime are noted in Section III.

When compensatory time within the work cycle cannot be granted, eligibility for overtime pay shall be as follows:

All classes in salary grades 18 or below are eligible for overtime pay. Selected classes in salary grades 19 through 21 may be designated by the Town Manager as "eligible for overtime." (See Section III).

Employees in positions designated as "eligible for overtime" will be paid overtime at one and one-half times the hourly rate, as specified in overtime policies approved by the Manager.

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Employees in classes of work not designated as "eligible for overtime" in Section III will not receive pay for hours in excess of their normal work periods. These employees may be granted compensatory leave by their department heads where the convenience of the department allows.

In computing overtime hours, hours worked as well as paid leave shall be considered; however the following exceptions shall apply:

- (1) Unscheduled Vacation (UV) shall be paid at straight time rates; and,
- (2) When employees having to work on designated Town Holidays choose to receive their Holiday fringe benefit hours as well as pay for actual hours worked on that day, the actual hours worked on that day shall be paid at straight time rates.

Section VII

RECLASSIFICATION

When any position listed as Firefighter becomes vacant, the Town Manager shall reclassify the position to Public Safety Officer and proceed to fill the reclassified position in the normal course of business.

Section VIII

CALLBACK PAY

Employees in classes eligible for overtime compensation whose supervisors require them, because of emergencies, to report to work at times which are not merely an extension of their normal work days will be paid for a minimum of two hours of work, even if their actual work time was shorter. Extensions of employees' normal work days, either by their being required to report early or by their being required to work beyond their normal quitting times, shall be covered by the overtime/-compensatory leave provisions of Section VI of this ordinance.

SECTION IX

LONGEVITY PAY

The Town will recognize the length of service of its full-time employees with a longevity payment, effective in December. Payment shall be based on the following schedule:

<u>At Least</u>	<u>Not More Than</u>
5	10 years of service -- \$300
10	15 years of service -- \$400
15	20 years of service -- \$500
20 or more years of service	\$600

Part-time employees' payments will be prorated based on their hours of work, as specified in policies approved by the Manager.

An employee's eligibility for longevity pay will be based on their total Town service as of December 1 of each year.

This the 3rd day of June, 1985.

COUNCIL MEMBER BOULTON MOVED, SECONDED BY COUNCIL MEMBER PASQUINI, TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS. THE MOTION CARRIED UNANIMOUSLY, (8-0).

A MOTION WAS DULY MADE, AND SECONDED TO ADJOURN THE MEETING. THE MOTION PASSED UNANIMOUSLY, (8-0).

Mayor Joseph L. Nassif

Nancy J. Wells, Town Clerk

