

RESOLUTION NO. 3, 2024

**A RESOLUTION ESTABLISHING SALARIES AND WAGES OF APPOINTED EMPLOYEES
OF THE CITY OF LAWRENCE WATER AND WASTEWATER UTILITIES
IN INDIANA FOR THE YEAR 2025.**

BE IT ORDAINED by the Utility Service Board of the City of Lawrence, Indiana:

SECTION 1. From and after the first day of January 2025, the salary ranges and pay schedules for employees of the City of Lawrence Water and Wastewater Utilities in Indiana are hereby fixed as follows:

Unless otherwise stated, salaries and wages are paid semi-monthly, and salaries are for full-time service.

SALARY – EXEMPT EMPLOYEES

	Salary Range	
Superintendent	\$77,250.00	\$119,767.00
Director of Utilities/Operations	\$74,675.00	\$113,233.00
Director of Utilities/Administration	\$74,675.00	\$113,233.00
Chief Financial Officer	\$74,675.00	\$113,233.00
Senior Financial Analyst	\$50,000.00	\$83,882.00
Director of Internal Auditing	\$10,300.00	\$43,260.00
Deputy Controller (Utility Funds)	\$10,300.00	\$43,260.00
Legal (Utility Funds)	\$74,675.00	\$113,233.00
Director of Engineering (Utility Funds)	\$10,300.00	\$43,819.00

HOURLY – NON-EXEMPT EMPLOYEES

	Hourly Rate Range	
Department Manager	\$32.00	\$46.10
Administrative Assistant	\$27.00	\$37.69
Staff Accountant	\$23.25	\$34.01
Senior Billing Clerk	\$27.00	\$42.02
Billing Clerk	\$20.00	\$32.28
Foreman	\$27.00	\$42.02
Distribution/Collection System Operator	\$26.50	\$38.77
Skilled Laborer	\$24.00	\$34.61
Laborer	\$20.00	\$34.45
Meter Reader	\$24.00	\$32.28
Licensed Plant Operator	\$29.00	\$43.10

Laborer – Plant Operator In-Training	\$24.00	\$31.20
Inspector/Line Locator	\$25.00	\$36.61
GIS Coordinator	\$22.00	\$43.10
Mayor’s Administrative Assistant (Utility Funds)	\$1.00	\$4.33

OTHER

	Maximum
Technical Pay – Commercial Driver’s License	\$.75 per hour
Technical Pay – WT3/Water Treatment Plant License	\$.75 per hour
Technical Pay – DSL/Distribution System License	\$.75 per hour
Technical Pay – Backflow Certification	\$.75 per hour
Technical Pay – PAC/MACP & LACP Certification	\$.75 per hour
Technical Pay – On-Call	\$2.00 per hour
 <u>Per Section 4</u>	
Longevity	\$100.00

BOARDS AND COMMISSION MEMBERS

	Maximum Annual Salary
Utility Service Board	\$3,600.00

SECTION 2. Wages and/or salaries as set by this resolution provide for a range including a maximum amount of compensation for each position as authorized by this resolution.

SECTION 3. All annual and hourly salaries as established in this resolution shall be paid semi-monthly.

SECTION 4. Each utility employee shall be entitled to an automatic annual increase of \$100.00 for each year of full-time service, subject to yearly review by the Utility Service Board, provided, however, that this automatic annual increase shall not be due and payable until the completion of two (2) years of service to the City.

SECTION 5. Each eligible utility employee shall be entitled to certain insurance and other benefits. For a complete outline of benefits for eligible employees, see the City of Lawrence Employee Handbook and the Employee Benefits Enrollment Guide for the Plan Year January 1, 2025 – December 31, 2025 (“Benefits”), which are hereby expressly incorporated by reference. These Benefits are in addition to the above wages and salaries set forth in this resolution.

SECTION 6. Each utility employee shall be entitled to college incentive pay (at the hourly rate of \$.12 per hour for one year (30 credit hours), \$.24 per hour for two years (60 credit hours), \$.36 per hour for three years (90 credit hours), \$.48 per hour for one college bachelor’s degree, and \$.72 per hour for a master’s degree upon satisfactory documentation of such credit hours and degrees.

SECTION 7. All salary changes having an effective date other than the beginning of the pay period shall become effective with the following pay period.

Adopted this ____ day of December 2024.

Tracy Boyd, Chairperson

Attest:

Tina Whitcomb, Recording Secretary