

GREENWOOD COMMON COUNCIL

ORDINANCE NO. 20-11

AN ORDINANCE AMENDING THE 2020 SALARY ORDINANCE, COMMON COUNCIL ORDINANCE NO. 19-28, TO ADD POSITION OF DEPUTY CONTROLLER TRAINEE TO THE FINANCE DEPARTMENT, INCREASE THE SALARY OF THE DEPUTY CONTROLLER POSITION, AND TO PROVIDE FOR CORONAVIRUS (COVID-19) EMERGENCY STAY HOME PAY

WHEREAS, the Greenwood Common Council passed Ordinance 19-28 (the “2020 Salary Ordinance”) setting 2020 salaries for all employees and stating whether each position is exempt or non-exempt, which may be amended from time to time;

WHEREAS, due to the anticipated retirement of the Deputy Controller in 2020, the City Controller requests the addition of a full-time Deputy Controller Trainee position to the Finance Department to provide the opportunity to train the successor Deputy Controller and promote a smooth transition;

WHEREAS, the Deputy Controller Trainee position will be eliminated once the selected candidate transitions into the Deputy Controller position permanently;

WHEREAS, the Deputy Controller position description is being revised to include the requirement of a Certified Public Accountant license, and the City Controller requests that the salary for that position be increased accordingly to an amount not to exceed \$75,000 annually (\$2,884.61 bi-weekly);

WHEREAS, there exist unobligated funds currently in the Finance Department salary budget to compensate the Deputy Controller Trainee position, but an additional appropriation by the Common Council will eventually be necessary to fund the amendment;

WHEREAS, the Deputy Controller Trainee position is an exempt position eligible for compensatory time under the Municipal Code;

WHEREAS, due to the public health emergency created by the coronavirus (COVID-19) pandemic, the Mayor recommends and requests an amendment to the 2020 Salary Ordinance to create an option to pay employees when he has determined that an employee should not be in the workplace due to COVID-19;

WHEREAS, no additional appropriation by the Common Council is currently necessary to fund the COVID-19 emergency stay home pay amendment;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, AS FOLLOWS:

Section 1. The 2020 Salary Ordinance, Common Council Ordinance No. 19-28, Section 2, is hereby amended to add a Deputy Controller Trainee position to the Finance Department as follows:

Finance

Position	Class.	# of Positions	Bi-Weekly Salary	Fund % GF	Fund % SWO	Fund % SW	Fund % WM	Fund % MVH
Deputy Controller Trainee	E	1*	(\$2,884.61)**	80%	10%	10%		

*The Deputy Controller Trainee position will transition to the “Deputy Controller” position with the retirement of the current Deputy Controller. It is anticipated the Deputy Controller Trainee position will be eliminated by July 31, 2020.

**The Deputy Controller Trainee position salary shall not exceed \$75,000 annually (\$2,884.61 bi-weekly) plus associated benefits.

Section 2. The 2020 Salary Ordinance, Common Council Ordinance No. 19-28, Section 2, is hereby amended to increase the salary of the Deputy Controller position in the Finance Department as follows:

Finance

Position	Class.	# of Positions	Bi-Weekly Salary	Fund % GF	Fund % SWO	Fund % SW	Fund % WM	Fund % MVH
Deputy Controller	E	1	(\$2,884.61)	80%	10%	10%		

Section 3. The 2020 Salary Ordinance, Common Council Ordinance No. 19-28, is hereby further amended to add the following additional section, Section 20., to read as follows:

“Section 20. COVID-19 Emergency Stay at Home Pay. The Mayor may determine that certain employees refrain from coming to the workplace during the period of the COVID-19 pandemic. The Mayor may provide that the employee, whether full-time or part-time, who is directed to refrain from coming to work receive pay for the employee’s regularly scheduled non-overtime work hours (“COVID-19 Emergency Stay Home Pay”), subject to the following conditions:

- (a) If some or all of the employee’s job functions can be performed from home, the employee is expected to perform those job functions from home during the employee’s regularly-scheduled non-overtime work hours;
- (b) During the employee’s regularly scheduled non-overtime work hours during the COVID-19 Emergency, the employee is considered “on-call” and, therefore, must be available by telephone to respond to calls from other City officials and must be available to return to his/her work station within two (2) hours of notice from his/her supervisor, Department Head, the Mayor, or the Mayor’s designee;
- (c) The employee may not work or earn compensation from any other source during the employee’s regularly scheduled non-overtime work hours for which the employee is earning COVID-19 Emergency Stay Home Pay; and
- (d) The period for receipt of COVID-19 Emergency Stay Home Pay may not exceed fourteen (14) days.

Section 4. This Ordinance shall not affect any other provisions of Ordinance No. 19-28 except as herein provided, and all other sections of Ordinance No. 19-28 not inconsistent herewith shall remain the same.

Section 5. The sections, paragraphs, sentences, clauses, phrases and words of this Ordinance are separable, and if any word, phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a Court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining words, phrases, clauses, sentences, paragraphs and sections of this Ordinance.

Section 6. This Ordinance shall be in full force from and after its passage, approval and publication according to law.

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Passed by the Common Council of the City of Greenwood, Indiana, this _____ day of _____, 2020.

Michael Campbell, President
Greenwood Common Council

FOR:

AGAINST:

_____	Linda S. Gibson	_____
_____	Ezra J. Hill	_____
_____	Michael Williams	_____
_____	Ronald Bates	_____
_____	J. David Hopper	_____
_____	Michael Campbell	_____
_____	Robert Dine	_____
_____	David Lekse	_____
_____	Bradley Pendleton	_____

ATTEST:

Jeannine Myers, Clerk

The foregoing within and attached ordinance passed by the Common Council of the City of Greenwood, Indiana, on the _____ day of _____, 2020, is presented by me this _____ day of _____, 2020, at _____ o'clock _____.m., to the Mayor of the City of Greenwood, Indiana.

Jeannine Myers, Clerk

The foregoing within and attached ordinance passed by the Common Council of the City of Greenwood, Indiana, on the _____ day of _____, 2020, is approved by me this _____ day of _____, 2020, at _____ o'clock _____.m.

MARK W. MYERS, Mayor of
the City of Greenwood, Indiana