

Personnel Committee Meeting
Tuesday, September 7, 2021 5:00 PM
Crete City Hall
243 E 13th Street
Crete, NE 68333

1. Open Meeting

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Council Chambers.
- Items listed on the agenda may be considered in any order.

2. Roll Call

- Attendance of members will be recorded to determine the presence of a quorum for official actions.

3. Items of Business

- The Committee may discuss or limit discussion on, hear testimony in favor of or in opposition to, or take action to provide a recommendation to the City Council on any matter presented under this title.
- A. Provide a recommendation to the City Council on enacting Ordinance 2138: An ordinance setting the wages and salaries of city officers and non-bargaining unit employees.
- B. Provide a recommendation to the City Council on approving the employment of new firefighters Josh Marcelino and Andrew AJ Page and adding them to the City's insurance roles.

4. Officers' Reports

- Reports may be given by the Mayor, Officers, Departments, or Councilmembers concerning the current operations of the City.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

5. Adjournment

Disclaimers & Notices

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.
- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at www.crete.ne.gov.

ORDINANCE NO. 2138

AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA SETTING THE WAGES AND SALARIES OF CITY OFFICERS AND NON-BARGAINING UNIT EMPLOYEES OF THE CITY OF CRETE.

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

Section 1. That the wages and salaries of non-bargaining unit officers and employees of the City shall be no more than the amounts set forth for each job position/classification in **Exhibit A**, which is attached hereto and incorporated herein as though set out in full, and that all wages and salaries shall be payable in a manner set by the Mayor and City Council.

Section 2. That all non-bargaining unit officers and employees that receive an hourly wage and are currently earning more than allowed under the maximum amount for their job position/classification shall continue to be paid at the hourly rate received as of the date of passage of this ordinance until further action of the City Council.

Section 3. That, where a wage or salary range is provided for in **Exhibit A** or where the job position/classification has wage or salary steps, the wage or salary paid to each individual city officer or non-bargaining unit employee shall be established by the Mayor after due consideration of the recommendations of the City Administrator, department heads, and the guidelines contained in the Personnel Rules and Regulations.

Section 4. That all eligible, non-bargaining unit officers' or employees' wages or salaries, with the exception of elected officials and part-time non-bargaining unit employees, shall also include an additional seven percent (7%) for payment into the officers' or employees' pension plan.

Section 5. That a cost-of-living increase of three percent (3%) is included in all of the wages and salaries set forth in **Exhibit A**.

Section 6. That wage or salary bonuses, as provided for in the Personnel Rules and Regulations, may be awarded to each city officer or non-bargaining unit employee based upon performance or other criteria, which would be in addition to any amounts set in this ordinance or that may have been implemented by the Mayor.

Section 7. That all ordinances or parts of ordinances in conflict herewith shall be repealed and that any partial repeal shall not affect the other parts of ordinances that can be given effect without the repealed parts.

Section 8. That if any section, part, or provision of this ordinance is for any reason held invalid, the invalidity thereof shall not affect the validity of any other section, part, or provision of this ordinance.

Section 9. That this ordinance shall be published in a newspaper of general circulation or in pamphlet or book form and shall take effect and be in full force and effect from and after October 4, 2021.

PASSED AND ENACTED the 7th day of September 2021.

Mayor

ATTEST:

City Clerk

ORDINANCE 2138

EXHIBIT A

NON-BARGAINING UNIT OFFICER AND EMPLOYEE SALARIES & WAGES

SALARIED POSITIONS

APPOINTED OFFICERS	Max. Salary Per Biweekly Pay Period
City Administrator	\$ 5,609.83
City Attorney	\$ 4,872.29
City Clerk	\$ 3,176.54
City Treasurer/Director of Finance	\$ 3,418.94
Community Assistance Director	\$ 2,264.37
Director of Economic Development	\$ 3,161.66
Director of Human Resources	\$ 2,673.61
Director of Parks & Recreation	\$ 3,240.73
Director of Public Works	\$ 4,516.08
Fire Chief	\$ 430.33
Library Director	\$ 2,671.47
Police Chief	\$ 3,746.65
SSAR Report Preparation	1/4 Annual State Incentive Payment
Street Superintendent	3/4 Annual State Incentive Payment

NON-APPOINTED EMPLOYEES	Max. Salary Per Biweekly Pay Period
Ambulance Administrator	\$ 329.32
Assistant Fire Chief	\$ 258.19
Building Inspector	\$ 2,616.62
Economic Development Coordinator	\$ 2,198.42
Electric Superintendent	\$ 3,476.80
Human Resource Coordinator	\$ 2,198.42
IT Coordinator	\$ 2,942.16
Media Specialist	\$ 1,808.80
Police Lieutenant	\$ 2,846.22
Street Supervisor	\$ 2,413.26

HOURLY POSITIONS

CITY ADMINISTRATION	1	2	3	4	5	6	7	8
Administrative Assistant	\$14.91	\$15.82	\$16.73	\$17.62	\$18.53	\$19.44	\$20.34	\$21.24
Deputy City Clerk	\$20.95	\$22.00	\$23.05	\$24.10	\$25.15	\$26.20	\$27.25	\$28.30
Purchasing Clerk	\$18.16	\$19.12	\$20.08	\$21.05	\$22.01	\$22.97	\$23.93	\$24.90

FIRE & RESCUE	1	
Ambulance Attendant	\$23.23	
Ambulance Maintenance	\$16.50	
Firefighter Call Response	\$8.00	per call
Officer Call Response	\$10.00	per call

ORDINANCE 2138

EXHIBIT A

	1	2	3	4	5	6	7	8
LIBRARY								
Assistant Director	\$19.12	\$20.55	\$21.98	\$23.41	\$24.84	\$25.73	\$26.62	\$27.51
Children's Librarian	\$17.06	\$17.95	\$18.84	\$19.73	\$20.62	\$21.51	\$22.40	\$23.29
Librarian	\$17.06	\$17.95	\$18.84	\$19.73	\$20.62	\$21.51	\$22.40	\$23.29
Library Clerk	\$14.88	\$15.54	\$16.20	\$16.86	\$17.52	\$18.17	\$18.83	\$19.49
PARKS AND RECREATION								
Parks Groundskeeper II	\$19.59	\$20.46	\$21.32	\$22.18	\$23.04	\$23.90	\$24.76	\$25.63
Parks Groundskeeper I	\$16.14	\$16.91	\$17.69	\$18.45	\$19.22	\$19.99	\$20.75	\$21.53
Parks Seasonal Laborer	\$9.27	\$9.56	\$9.86	\$10.15	\$10.45	\$10.74	\$11.04	\$11.33
Pool Cashiers	\$9.27	\$9.56	\$9.86	\$10.15	\$10.45	\$10.74	\$11.04	\$11.33
Pool Lifeguards	\$9.79	\$10.08	\$10.37	\$10.67	\$10.96	\$11.26	\$11.55	\$11.85
Pool Manager	\$12.77	\$13.14	\$13.52	\$13.91	\$14.29	\$14.68	\$15.06	\$15.44
Pool Manager - Assistant	\$11.77	\$12.12	\$12.49	\$12.85	\$13.25	\$13.51	\$13.85	\$14.20
Referees/Coaches	\$11.85							
POLICE								
Administrative Assistant	\$14.91	\$15.82	\$16.73	\$17.62	\$18.53	\$19.44	\$20.34	\$21.24
Code Enforcement Officer	\$18.16	\$19.12	\$20.08	\$21.05	\$22.01	\$22.97	\$23.93	\$24.90
PUBLIC WORKS								
ADMINISTRATION								
Admin Asst/Asst Office Manager	\$18.16	\$19.12	\$20.09	\$21.04	\$22.01	\$22.97	\$23.94	\$24.90
Bookkeeper	\$14.91	\$15.82	\$16.73	\$17.62	\$18.53	\$19.44	\$20.34	\$21.24
Customer Service Rep.	\$19.59	\$20.83	\$22.08	\$23.32	\$24.57	\$25.81	\$27.05	\$28.29
GIS Technician	\$17.54	\$18.35	\$19.18	\$20.00	\$20.82	\$21.65	\$22.46	\$23.29
Janitor	\$13.23	\$13.68	\$14.12	\$14.56	\$15.01	\$15.45	\$15.90	\$16.35
Office Manager	\$21.40	\$22.42	\$23.44	\$24.46	\$25.48	\$26.50	\$27.52	\$28.54
Transfer Station Attendant	\$15.25	\$16.00	\$16.76	\$17.50	\$18.25	\$19.00	\$19.75	\$20.51
Additional Duty	\$0.61	\$0.96	\$1.30	\$1.64	\$1.98	\$2.33	\$2.67	\$3.01
Meter Reader	\$0.38	per meter						
CEMETERY								
Cemetery Sexton	\$20.46	\$21.43	\$22.40	\$23.38	\$24.35	\$25.33	\$26.30	\$27.27
Seasonal Laborer	\$11.62	\$11.93	\$12.25	\$12.57	\$12.89	\$12.89	\$12.89	\$12.89
ELECTRIC								
Electric Foreman	\$28.83	\$30.03	\$31.23	\$32.42	\$33.62	\$34.82	\$36.02	\$37.21
Electric Groundman	\$20.46	\$21.43	\$22.40	\$23.38	\$24.35	\$25.33	\$26.30	\$27.27
Electric Lineman I	\$26.43	\$27.53	\$28.63	\$29.75	\$30.85	\$31.95	\$33.06	\$34.17
Electric Lineman II	\$22.80	\$23.73	\$24.66	\$25.59	\$26.51	\$27.44	\$28.37	\$29.29
Power Plant Operator	\$23.94	\$24.81	\$25.69	\$26.55	\$27.43	\$28.30	\$29.18	\$30.06
Power Plant Superintendent	\$27.73	\$28.82	\$29.92	\$31.02	\$32.11	\$33.21	\$34.30	\$35.40
STREET								
Street Foreman	\$22.80	\$23.73	\$24.66	\$25.59	\$26.51	\$27.44	\$28.37	\$29.29
Street Operator	\$20.46	\$21.43	\$22.40	\$23.38	\$24.35	\$25.33	\$26.30	\$27.27

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WASTEWATER								
Wastewater Lead Operator	\$25.56	\$26.86	\$28.16	\$29.46	\$30.76	\$32.06	\$33.36	\$34.66
Wastewater Operator	\$19.31	\$20.24	\$21.18	\$22.11	\$23.04	\$23.97	\$24.90	\$25.83
Wastewater Superintendent	\$29.60	\$30.84	\$32.08	\$33.32	\$34.56	\$35.80	\$37.03	\$38.27
WATER								
Water Foreman	\$24.29	\$25.50	\$26.72	\$27.95	\$29.17	\$30.40	\$31.61	\$32.84
Water Operator	\$18.46	\$19.86	\$21.27	\$22.67	\$24.08	\$25.48	\$26.89	\$28.29
Water Superintendent	\$24.66	\$25.96	\$27.25	\$28.55	\$29.85	\$31.15	\$32.45	\$33.74