

## **April 21, 2015**

# **TOWN COUNCIL MINUTES**

Council President Rick Ryfa called the April 21, 2015 meeting to order at 7:00 p.m.

### **ROLL CALL:**

Larry Ballah  
Rick Ryfa  
Patricia Schaadt  
Stan Dobosz

### **ALSO ATTENDING:**

George Jerome - Clerk Treasurer  
Greg Mance – Chief of Police  
Roy Schoon – Fire Chief  
Rick Konopasek – Public Works Director  
Bob Schwerd – Attorney for the Town

### **APPROVAL OF MINUTES:**

1. Council Member Stan Dobosz moved to adopt the minutes of the April 7, 2015 meeting as presented, second by Council Member Pat Schaadt. MOTION CARRIED

### **APPROVAL OF CLAIMS:**

1. Claims No. 0934 – 1135 in the amount of \$758,197.25 (seven hundred fifty-eight thousand, one hundred ninety-seven dollars and twenty-five cents) were presented for payment. Council Member Pat Schaadt moved to accept the claims as presented, second by Council Member Larry Ballah. MOTION CARRIED
  - a. Clerk Treasurer Jerome stated that due to training associated with a new software program, eleven APV numbers were lost from the sequential listing. There also seems to be a problem with dates and as a result, checks may be delayed by a day or two.

### **ANNOUNCEMENTS:**

1. There will be a council study session on Tuesday April 28<sup>th</sup> at 5:30 p.m.
2. Due to the Primary Election, the next council meeting will be Monday May 4<sup>th</sup> at 7:00 p.m. A study session will be held at 6:30 p.m. before the meeting and one will follow if necessary.

### **COMMUNICATIONS:**

1. CN Railroad sent a letter regarding their annual Rail Safety Public Awareness Campaign from April 27 to May 3, 2015
2. The Griffith Fire Department requested permission to conduct their annual Boot Drive and to sell-tickets door-to-door for the Annual Fireman's Dance and Raffle. Council Member Stan Dobosz moved to grant them permission, second by Council Member Larry Ballah. MOTION CARRIED
3. IUN Student Nursing Association Council Member announced a walk/run in support of the children of Nina Castro

### **REPORTS:**

1. NIRPC – No Report
2. Director of Public Works –Road work to begin soon
3. Police – No Report
4. Fire – No Report
5. Economic Development – No Report
6. Pending Items
  - a. Legislative Items – Issues remain on the Calumet Township budget
  - b. Building Commissioner Position
    - i. A decision is pending
  - c. Council Member Stan Dobosz moved to authorize Council President Ryfa to sign a letter to FEMA (copy attached) , second by Council Member Pat Schaadt. MOTION CARRIED

**BUSINESS FROM THE COUNCIL:**

**1. UNFINISHED BUSINESS**

- a. Council Member Pat Schaadt moved to approve Ordinance 2015-09: An Ordinance Regarding Alarms, second by Council Member Stan Dobosz. MOTION CARRIED
- b. Council Member Stan Dobosz reviewed a letter from Robinson Engineering identifying Walsh & Kelly, Inc as the most responsive and responsible bidder for the reconstruction of Lindberg and S Elgin Streets and moved to award the contract accordingly, second by Council Member Pat Schaadt. MOTION CARRIED
- c. Attorney Bob Schwerd read the Council Findings of Fact regarding a request for a Special Use Variance to allow a tattoo shop and art gallery in a B-2 Zoning District. Council Member Larry Ballah moved to affirm the Findings of Fact and deny the requested Special Use Variance, second by Council Member Stan Dobosz. MOTION CARRIED

**2. NEW BUSINESS**

- a. Council Member Pat Schaadt introduced Ordinance 2015-12: A Revised Salary Ordinance on 1<sup>st</sup> reading.
- b. Council Member Larry Ballah moved to approve Resolution 2015-13: A Resolution Authorizing Additional Non-Levied Appropriations, second by Council Member Pat Schaadt. MOTION CARRIED
- c. Council Member Larry Ballah moved to grant a Police Department request to advertise for new vehicles, second by Council Member Pat Schaadt. MOTION CARRIED

**PUBLIC COMMENTS:**

- Art Sawyer, 740 N Earnest asked that his alley be reviewed again for proper drainage
- Melissa Shea, 221 N Glenwood asked if the Town allowed chickens to be kept in a residential area.
  - o The council asked for two weeks to review current ordinances and make a determination.

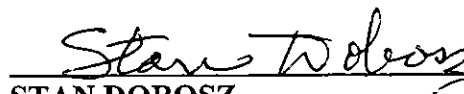
**There being no further business to come before this Council, the meeting was adjourned at 7:37 p. m.**

**TOWN COUNCIL  
TOWN OF GRIFFITH**

  
LAWRENCE BALLAH

  
RICK RYFA

  
PATRICIA SCHAADT

  
STAN DOBOSZ

  
GEORGE N. JEROME  
CLERK TREASURER

## ORDINANCE NO. 2015-12

### AN ORDINANCE AMENDING THE SALARY AND WAGES OF THE OF TOWN OF GRIFFITH FOR THE YEAR 2015

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF GRIFFITH,  
LAKE COUNTY, INDIANA, THAT THE SALARIES AND WAGES, OF THE  
VARIOUS OFFICIALS AND EMPLOYEES OF THE TOWN OF GRIFFITH FOR  
THE YEAR 2015 SHALL BE AS FOLLOWS:

#### SALARY & WAGES

Council Members (5)	General/Water/Sewer	Monthly	\$1,017.16
Clerk Treasurer	General/Water/Sewer	Bi-weekly	\$2,416.30
<b>CLERK TREASURER'S OFFICE</b>			
Deputy Clerk Treasurer	General/Water/Sewer	Bi-weekly	\$1,975.13
Clerk Treasurer Clerical Staff	General/Water/Sewer		
Starting		Bi-weekly	\$727.38
After 1 Year		Bi-weekly	\$890.37
After 2 Years		Bi-weekly	\$1,053.33
After 3 Years		Bi-weekly	\$1,216.35
After 4 Years		Bi-weekly	\$1,379.35
After 5 Years		Bi-weekly	\$1,542.33
Part-Time		Bi-weekly	\$7.50 - \$12.25/hr
<b>OTHER SALARY &amp; WAGES</b>			
Director of Public Works	General, MVH, Water, Storm, Sewer	Bi-weekly	From \$2,349.27 to \$2,584.20
Supervisors – Public Works		Bi-weekly	\$2,116.73
Admin Assist – Public Works		Bi-weekly	\$1,628.86
Secretary – Public Works	General, MVH, Water, Storm, Sewer	Bi-weekly	
Starting			\$698.91
After 1 Year			\$856.81
After 2 Years			\$1,013.65
After 3 Years			\$1,170.49
After 4 Years			\$1,327.34
After 5 Years			\$1,484.15
Part-Time			\$7.50 - \$12.25/hr
Director Econ Development / Building Commissioner	CEDIT, General	Bi-weekly	From \$2,307.69 to \$3076.92
Part-Time Building Commissioner			\$17.66 - \$25.00/hr
Building Inspector	General	Bi-weekly	From \$2,080.16 to \$2,288.18
Secretary – Building Dept	General	Bi-weekly	
Starting			\$698.91
After 1 Year			\$856.81
After 2 Years			\$1,013.65
After 3 Years			\$1,170.49
After 4 Years			\$1,327.34
After 5 Years			From \$1,484.15 to \$1,542.33
Part-Time			\$7.50 - \$12.25/hr

## ORDINANCE NO. 2015-12

Town Attorney	General	Paid in Quarterly Installments	\$2,500.00
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### BOARDS AND COMMISSIONS

#### Safety Board Members

\$45.00 per scheduled meeting attended. \$45.00 for each Special meeting or Special Study Session attended

#### BZA Members –

\$45.00 per scheduled meeting attended. \$45.00 for each Special meeting or Study Session attended to be paid out of the 2% engineering fee collected by the Plan Commission.

#### Plan Commission Members –

\$45.00 per scheduled meeting attended. \$45.00 for each Special meeting or Study Session attended to be paid out of the 2% engineering fee collected by the Plan Commission.

#### Secretary Plan Commission & BZA -

P.C. \$65.00 per regularly scheduled meeting – BZA \$35.00 per regularly scheduled meeting

#### EDC –

\$45.00 per regularly scheduled meeting attended

#### EMS –

\$45.00 per regularly scheduled meeting attended

#### Sanitary Board –

\$45.00 per regularly scheduled meeting attended

#### Storm Water Board –

\$45.00 per regularly scheduled meeting attended. \$45.00 for each special meeting

#### Redevelopment Commission –

\$45.00 per regularly scheduled meeting

Secretary Redevelopment Commission – \$45.00 per regularly scheduled meeting

Persons requesting special meetings shall be required to reimburse the Town General Fund in accordance with fees listed above for the BZA & Plan Commission members.

#### Park Board Members

\$45.00 per scheduled meeting attended.

#### Park Board Recording Secretary

\$35.00 per meeting

### FIRE DEPARTMENT

Chief of Fire Department	Monthly	\$1,000.00	Plus \$12.00 per call or hour
Deputy Chief	Quarterly	\$650.00	Plus \$12.00 per call or hour
Secretary/Treasurer	Quarterly	\$500.00	Plus \$12.00 per call or hour
Battalion Chief (3)	Quarterly	\$250.00	Plus \$12.00 per call or hour
Captains (3)	Quarterly	\$200.00	Plus \$12.00 per call or hour
Safety Officer	Quarterly	\$200.00	Plus \$12.00 per call or hour
Lieutenants (6)	Quarterly	\$100.00	Plus \$12.00 per call or hour
Engineer			\$12.00 per call or hour
Fireman			\$12.00 per call or hour

Allowed two (2) hours pay for training meetings @ \$10.00 per hour  
Firefighter clothing allowance one hundred dollars (\$100) per year

## ORDINANCE NO. 2015-12

Firefighter automobile allowance one hundred dollars (\$100) per year

### PARK DEPARTMENT

Park Activity Director	Bi-weekly	\$12.00 - \$17.00/hr
Park Hourly Supervisor	Bi-weekly	\$11.25 - \$14.00/hr
Laborer	Bi-weekly	
Starting		\$7.25 per hour
Experienced		\$7.50 - \$10.25/hr

All Park Department employees are part time with no benefits

### SENIOR CENTER

Senior Center Director	Bi-weekly	\$10.50 - \$13.00/hr
Senior Center Part-time	Bi-weekly	\$7.50 - \$10.00/hr

### FRANKLIN CENTER/COMMUNITY CENTER

Custodial - Part-time	Bi-weekly	\$7.50 - \$12.00/hr
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### DEPARTMENT OF PUBLIC WORKS

Wage Classification		Wage Rate
	Bi-weekly	
Head Certified Water Distribution Operator/Treatment Operator		\$23.17 per hour
WT-2 Water Distribution / Equipment Operator		\$21.70 per hour
Water Distribution Operator with WT-2 Certification		\$21.34 per hour
Water Distribution Operator with DSL Certification		\$20.93 per hour

\*Above classifications require proficient & complete ability in the operation of the Water & Sewer Plants.

Wage Classification		Wage Rate
	Bi-weekly	
Working Foreman		\$22.50 per hour
Pump Maintenance Technician		\$20.40 per hour
Head Mechanic		\$24.25 per hour
Mechanic		\$19.96 per hour
Assistant Mechanic		\$18.76 per hour
Apprentice Mechanic		\$16.91 per hour
Part Time Mechanic		\$12.00 - \$15.00 per hour
Water Meter Technician with DSL and/or WT-2 Certification		\$21.34 per hour

\* Water Meter Technician must be proficient with complete operation of water & Sewer Plants

ORDINANCE NO. 2015-12

Wage Classification	Bi-weekly	Wage Rate
Group Leader		\$20.93 per hour
Water Meter Technician I		\$20.93 per hour
Water Meter Technician II		\$20.57 per hour
Water Meter Technician III		\$20.19 per hour
Water Distribution Operator		\$20.93 per hour
Equipment Operator		\$20.57 per hour
I & I Technician Class I		\$20.93 per hour
I & I Technician Class II		\$20.57 per hour
I & I Technician Class III		\$20.19 per hour
Truck Driver		\$20.19 per hour
Laborer First Class		\$19.77 per hour
Laborer Second Class		\$18.75 per hour
Laborer Third Class		\$17.93 per hour
Laborer Fourth Class		\$14.91 per hour
Laborer Part-Time		\$9.00 - \$15.00 per hour
Light Duty		\$10.00 per hour
Meter Reader		\$18.68 per hour
Intern Mapping/Auto-Cad Part-Time		\$10.00 - \$16.00 per hour

CERTIFICATION PROGRAM

The Employer agrees to a Certification Program for all Employees who are represented by Teamsters Union Local No. 142 and who are eligible for certification incentive pay after successfully completing the Certification requirements.

Certification pay will not be added onto the hourly rate of position where certification is a requirement of that job title. The job classifications that require certification of which do not qualify for the additional hourly rate of pay are:

- \*Head Certified Water Distribution Operator/Treatment Operator
- \*WT-2 Water Distribution / Equipment Operator
- \*Water Distribution Operator with WT-2 Certification
- \*Water Distribution Operator with DSL Certification
- \*Water Meter technician with DSL and/or WT-2 Certification
- \*Water Distribution Operator

DSL Certification.....\$0.30 per hour  
WT-2 Certification.....\$0.30 per hour

OVERTIME RATE: EXCLUDING SWORN POLICE OFFICERS

Overtime consists of forty (40) hours per week or eight hours per day for union employees and shall be paid at time and one-half normal rate. Holidays for non-union employees shall be paid at holiday pay plus time and one-half for hours worked. Holidays for union employees shall be paid at holiday pay plus 2 times hourly rate for hours worked. Sunday, unless a regularly scheduled workday, shall be at double time rate.

To be eligible for Holiday pay, the employee must work their last previous and next regular work day.

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Upper level policy making salaried executive positions, namely Clerk Treasurer, Deputy Clerk Treasurer, Director of Public Works, and Building Commissioner, shall not be paid extra for working more than 40 hours per week.

### LONGEVITY PAY - ALL CIVILIAN FULL TIME PERSONNEL

After 5 years services (continuous)	\$15.00 per month*
After 10 years service	\$30.00 per month
After 15 years service	\$40.00 per month
After 20 years service	\$55.00 per month
After 25 years service	\$65.00 per month
After 30 years service	\$80.00 per month

### ELECTED OFFICIALS ARE NOT ELIGIBLE TO RECEIVE LONGEVITY PAY

\*Civilian employees hired after 6/1/2012 are not eligible for longevity pay until after 10 years of service

### POLICE DEPARTMENT

Chief of Police	Bi-weekly	From \$2,777.46 to \$3,055.21
Commanders	Bi-weekly	\$2,612.72
Lieutenants	Bi-weekly	\$2,447.99
Sergeants	Bi-weekly	\$2,270.57
Corporals	Bi-weekly	\$2,143.83
Patrolman		
Patrolman – Pre-Academy New Hires	Bi-weekly	\$1,688.19
Patrolman 3 <sup>rd</sup> Class 13 – 36 months	Bi-weekly	\$1,831.78
Patrolman 2 <sup>nd</sup> Class 37 – 60 months	Bi-weekly	\$1,933.21
Patrolman 1 <sup>st</sup> Class After 60 months	Bi-weekly	\$2,042.48
Police Officer 1 <sup>st</sup> Class Special – 34 yrs w/25 GPD Continuous Service	Bi-weekly	\$2,434.79

Probationary period is 12 months for all newly hired officers; Academy Certified Probationary Officers will be paid Patrolman 3<sup>rd</sup> from date of hire. New hires without Academy Certification will be paid Patrolman 3<sup>rd</sup> after successful Academy Certification.

Total authorized strength of thirty (31) sworn officers.

Law Enforcement Officers clothing allowance \$1000 per year, per Officer.

Clothing Allowance shall be dispersed by individual checks of \$500 each prior to May 1<sup>st</sup> and October 1<sup>st</sup>.

Lead Field Training Officer \$300 per year. Range Master \$300.00 per year.

Interlocal Range Coordinator \$200/Month

### OVERTIME RATE: POLICE DEPARTMENT - SWORN OFFICERS

The Law Enforcement Officers work schedule is comprised of thirteen (13) 28-day work periods for the calendar year. All sworn police personnel shall be paid regular time and one half for all hours worked over (80) eighty hours in the (2) two week pay period, or any hours over on a regularly scheduled work day, customarily (8) eight or (12) twelve hour shifts. The Chief of Police may, at his discretion, may allow overtime to be paid as Compensatory Time, at the same rate of regular time and one half. Compensatory Time may be taken at the discretion of the Chief of Police when scheduling & staffing allows such time to be taken. Members of the police administration, consisting of the appointed ranks of Chief, Commander and Lieutenant, shall not be paid extra for working on designated holidays or for working more than (40) forty hours per week (State and Federal grants not included). Officers assigned to State or Federal funded task forces shall receive overtime pay at the rate provided by the funding agency.

### HOLIDAY PAY: POLICE DEPARTMENT – SWORN OFFICERS & DISPATCHERS

All police personnel who work holidays shall be paid at a rate of time and one half above their regular pay for a single day, part-time dispatcher's are included. Personnel not working the holiday shall earn Compensatory Hours equal to the shift hours they would have worked, had they been scheduled that day,

## ORDINANCE NO. 2015-12

part-time employees are excluded. To be eligible to receive holiday pay, the employee must work their last previous and next regular scheduled work day.

### OVERTIME RATE: CIVILIAN PERSONNEL

All civilian personnel shall be paid regular time and one half for all hours worked over (80) eighty hours in the (2) two week pay period, or any hours over on a regularly scheduled work day, customarily (4) four, (8) eight or (12) twelve hour shifts. The Chief of Police may, at his discretion, allow overtime to be paid as Compensatory Time, at the same rate of regular time and one half. Compensatory Time may be taken at the discretion of the Chief of Police when scheduling & staffing allows such time to be taken.

### LONGEVITY SCHEDULE FOR SWORN POLICE PERSONNEL

After 3 years service	\$15.00 per month
After 5 years	\$25.00 per month
After 7 years	\$35.00 per month
After 9 years	\$45.00 per month
After 11 years	\$55.00 per month
After 13 years	\$65.00 per month
After 15 years	\$75.00 per month
After 17 years	\$85.00 per month
After 19 years	\$95.00 per month
After 21 years	\$105.00 per month
After 23 years	\$115.00 per month
After 25 years	\$125.00 per month

Longevity continues to increase every two years of service by \$10.00 per month.  
Officers hired after 6/1/2012 will not be paid Longevity Pay until after 5 years of service

### POLICE DEPARTMENT CIVILIAN PERSONNEL

Authorized full-time personnel nine (4)

Office Mgr/System Administrator	Bi-weekly	\$2,060.71
Secretary/Clerical	Bi-weekly	
Starting		\$698.91
After 1 Year		\$856.81
After 2 Years		\$1,013.65
After 3 Years		\$1,170.49
After 4 Years		\$1,327.34
After 5 Years		\$1,484.15
Part-Time		\$7.50 - \$12.25/hr
Animal Warden	Bi-weekly	
Starting		\$856.24
After 1 Year		\$945.54
After 2 Years		\$1,076.87
After 3 Years		\$1,213.44
After 4 Years		\$1,350.02
After 5 Years		\$1,480.57
Part-Time		\$8.00 - \$12.25/hr
Code Enforcement Officer	Bi-weekly	\$17.66/hour
Code Enforcement Officer*		\$8.00 - \$12.25/hr

\*Code Enforcement Officers hired after 1/1/2014



## ORDINANCE NO. 2015-12

Temporary Dispatch \*\*

\$14.00 - \$16.00/hr

\*\* Due to an emergency, the Temporary Dispatch position and rate is retroactive to March 29, 2015

### CROSSING GUARDS

Salary range \$10.00 to \$30.00 per day for ten (10) crossings

The difference in salary varies due to the time spent at crossing by the guard. This difference in salary will be determined by the Police Chief.

### SHIFT DIFFERENTIAL - ALL FULL-TIME PERSONNEL

All full-time employees shall receive an additional compensation of (\$.30) thirty cents per hour for each hour worked on the afternoon shift. The same individual shall receive additional compensation in the amount of (\$.50) fifty cents per hour for working the night shift. The shift differential applies to normally scheduled workdays and not workdays compensated by overtime pay.

### HEALTH AND LIFE INSURANCE

Paid insurance except \$2.00 per month for all full-time employees and Town Council Members. Exception - \$1.00 per month for Department of Public Works Union Employees

Eligible retired employees may continue in group insurance as long as they pay the full current monthly premium.\*

BE IT FURTHER ORDAINED that this Ordinance shall be in full force and effect from and after its passage.

PASSED AND ADOPTED by the Town Council of the Town of Griffith, Lake County, Indiana this 7<sup>th</sup> day of April, 2015.

TOWN COUNCIL  
TOWN OF GRIFFITH

Glen Gaby

Lawrence Ballajr

Rick Ryfa

Patricia Schaad

Stanley Dobosz

Attest:

George N. Jerome  
Clerk Treasurer

## GRIFFITH TOWN COUNCIL

### FINDINGS OF FACT IN SUPPORT OF DENIAL OF REQUEST BY LEON CRESENCIO D/B/A 45<sup>th</sup> STREET STUDIOS, FOR THE ISSUANCE OF A SPECIAL USE VARIANCE TO ALLOW A TATTOO SHOP AND ART GALLERY TO BE LOCATED AT 140 S. BROAD STREET IN A B-2 ZONING DISTRICT

#### FINDINGS OF FACT


1. Leon Cresencio, on behalf of 45<sup>th</sup> Street Studios, located at 140 S. Broad Street, Griffith, Indiana ("Petitioner"), appeared before the Board of Zoning Appeals ("Board") and explained his desire to operate a tattoo shop and art gallery on Petitioner's property located at 140 S. Broad Street, Griffith, Indiana, a property located in a B-2 Zoning District. A Special Use Variance would be required to operate a tattoo shop and art gallery, per Town Code of the Town of Griffith § 86-105.
2. On December 18, 2014, the Petitioner came before the Board and requested a public hearing for January 21, 2015, and said request was granted by the Board.
3. The Petitioner filed its Application for Special Use Variance with the Board on December 29, 2014, and a public hearing was held by the Board on January 21, 2015.
4. At the close of the public hearing held on January 21, 2015, the Board voted to issue a Favorable Recommendation to the Town Council with respect to Petitioner's request for a Special Use Variance and the Board issued Findings of Fact in support of its Favorable Recommendation.
5. In denying Petitioner's request for a Special Use Variance, the Town Council specifically finds as follows:
  - a. The Petitioner has **failed to show** that approval of a Special Use Variance allowing for the operation of a tattoo shop and art gallery on the property located at 140 S. Broad Street, Griffith, Indiana in a B-2 Zoning District will not be injurious to the public health, safety, morals, and general welfare of the Griffith community since Petitioner's proposed tattoo parlor will diminish the wholesome, small town charm that the Town of Griffith prides itself on maintaining.
  - b. The Petitioner has **failed to show** that the use and value of the area adjacent to the property that is the subject of this Special Use Variance will not be affected in a substantially adverse manner. Specifically, the value of the properties adjacent to Petitioner's property will likely diminish and suffer from the presence of Petitioner's proposed tattoo parlor.
  - c. The Petitioner has **failed to show** that the need for a Special Use Variance does arise from some condition that is peculiar to the property; namely there is nothing suggest that Petitioner's property is any more uniquely suited for the operation of

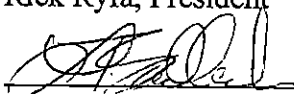
a tattoo shop and art gallery than any other property within the Town; particularly Petitioner's current location.

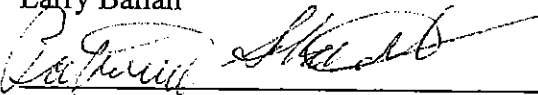
- d. The Petitioner has **failed to show** that a strict application of the Town Code of the Town of Griffith § 86-105, which governs B-2 Zoning Districts, would constitute an unnecessary hardship if applied to the property for which the Special Use Variance is sought because Petitioner is free to continue his tattoo shop at its current location within the Town.
- e. The Petitioner has **failed to show** that approval of the Special Use Variance does not substantially interfere with the Master Plan since the operation of a tattoo shop and art gallery is not merely incidental to the uses allowed in a B-2 Zoning District by the Master Plan. Additionally, approval of the Special Use Variance **will substantially interfere** with the Master Plan because the Master Plan envisions that businesses located within the vicinity of 140 S. Broad Street will produce reoccurring foot traffic due to those businesses' offering of a unique dining and shopping experience which Petitioner's business does not afford.

These Findings of Fact are approved and adopted this 21<sup>st</sup> day of April, 2015.


COUNCIL MEMBERS OF THE TOWN OF  
GRIFFITH, LAKE COUNTY, INDIANA

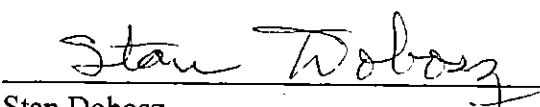
  
Rick Ryfa, President

  
Larry Ballah

  
Patricia Schaadt

Attest:

  
George N. Jerome  
Clerk-Treasurer

  
Stan Dobosz