

ORDINANCE NO. 597

AN ORDINANCE OF THE BOROUGH OF MONROEVILLE AMENDING ORDINANCE NO. 479, FIXING THE WAGES, SALARIES, VACATIONS AND SICK LEAVE OF BOROUGH OFFICERS AND EMPLOYEES AND PROVIDING FOR THE APPOINTMENT, PROMOTION AND DISCHARGE THEREOF.

BE IT ORDAINED AND ENACTED by the Borough of Monroeville, in Council assembled, as follows:

Section 1. Section 1 of Article I of Ordinance No. 479 of the Borough of Monroeville is hereby amended to read as follows:

Section 1. The officers of the Borough of Monroeville and their compensation shall be as follows:

- Mayor \$150.00 per month
- Councilmen (each) \$100.00 per month
- Borough Solicitor (retainer). . . \$100.00 per month
- Borough Secretary No compensation as such
- Borough Treasurer No compensation as such
- Borough Manager \$1272.00 per month
- Assistant Borough Secretary . . . No compensation as such
- Tax Collector Compensation established under existing ordinances

Section 2. Section 1 of Article II of said Ordinance No. 479 is hereby amended to read as follows:

Section 1. The general employees of the Borough of Monroeville shall be classified as follows, and their compensation shall be in steps, based upon experience and performance:

CLASSIFICATION	COMPENSATION EXPRESSED IN DOLLARS PER MONTH (UNLESS OTHERWISE INDICATED)				
	Step A	Step B	Step C	Step D	Step E
CLERICAL, FISCAL AND ADMINISTRATIVE					
Clerk I	317	332	348	365	385
Clerk II	406	428	451	474	498
Clerk-Steno I	332	348	365	385	406
Clerk-Steno II	385	406	428	451	474
EDP Operator	385	406	428	451	474
EDP Supervisor	604	633	668	702	735
Assistant Borough Secretary	633	668	702	735	769
PUBLIC SAFETY					
School Traffic Escort	1.99	2.12			
	per hr.	per hr.			
Special Police Personnel	1.99	2.12	2.23		
	per hr.	per hr.	per hr.		

Ordinance No. 597

-2-

	Step A	Step B	Step C	Step D	Step E
Animal Control Officer	428	451	474	498	524
Police Patrolman	498	524	549	576	604
Police Desk Clerk	428	451	474	498	524
Police Desk Sergeant	549	576	604	633	668
Police Sergeant	576	604	633	668	702
Police Lieutenant	633	668	702	735	769
Police Chief	769	808	846	890	935

CLASSIFICATION

COMPENSATION EXPRESSED IN DOLLARS PER MONTH (UNLESS OTHERWISE INDICATED)

RECREATION AND PARKS

	Step A	Step B	Step C	Step D	Step E
Recreation Leader I	1.00	1.25	1.50	1.75	2.00
	per hr.	per hr.	per hr.	per hr.	per hr.
Recreation Leader II	2.00	2.25	2.50	2.75	----
	per hr.	per hr.	per hr.	per hr.	
Recreation Leader III	3.00	3.50	4.00	4.50	5.00
	per hr.	per hr.	per hr.	per hr.	per hr.
Recreation Specialist I	1.00	1.25	1.50	1.75	2.00
	per hr.	per hr.	per hr.	per hr.	per hr.
Recreation Specialist II	2.50	3.00	3.50	4.00	4.50
	per hr.	per hr.	per hr.	per hr.	per hr.
Recreation and Parks Director	808	846	890	935	979
Program Leader	524	549	576	604	633

LABOR AND LABOR SUPERVISION

Custodian	385	406	428	451	474
Building Maintenance Man	428	451	474	498	524
Laborer	385	406	428	451	474
Sewer Maintenance Man	406	428	451	474	498
Equipment Operator I	428	451	474	498	524
Equipment Operator II	451	474	498	524	549
General Maintenance Man	428	451	474	498	524
Foreman	474	498	524	549	576
Assistant Street Superin- tendent	604	633	668	702	735
Street Superintendent	735	769	808	846	890

ENGINEERING AND INSPECTION SERVICES

Inspector	498	524	549	576	604
Chief Inspector	524	549	576	604	633
Planning and Zoning Administrator	769	808	846	890	935
Borough Engineer	846	890	935	979	1030

LIBRARY

Page	.80	1.06
	per hr.	per hr.

Ordinance No. 597

-3-

	Step A	Step B	Step C	Step D	Step E
Library Technician	348	365	385	406	428
Pre-professional Librarian	406	428	451	474	498
Professional Librarian I	474	498	524	549	576
Professional Librarian II	549	576	604	633	668
Professional Librarian III	702	735	769	808	846

Section 3. Sub-section 8 b of Article II of said Ordinance No. 479 is amended to read as follows:

Section 8. The Borough Manager, Mayor and Library Board shall have the further authority to hire, promote from classification to classification, and discharge employees under the categories within their respective jurisdictions, as set forth in Sections 3, 4 and 5 above, with the following exceptions:

b. The following classifications, which shall be appointed by Monroeville Borough Council, and, where applicable, subject to Civil Service regulations:

1. Police Patrolman
2. Police Desk Clerk
3. Police Desk Sergeant
4. Police Sergeant
5. Police Lieutenant
6. Police Chief

Section 4. Section 14 of Article II of said Ordinance No. 479, which section was added by Ordinance No. 545 enacted August 9, 1966, is hereby amended to read as follows:

Section 14. In addition to all other compensation set forth in this Ordinance, the following classifications of Public Safety employees shall receive a uniform allowance:

Classification

Police Patrolman
 Police Desk Clerk
 Police Desk Sergeant
 Police Sergeant
 Police Lieutenant
 Police Chief
 Animal Control Officer

The said uniform allowance shall be in the amount of One Hundred Forty (\$140.00) Dollars per year for each of such employees, and shall be used only for the initial purchases or replacement of uniforms or items thereof to meet the service needs of each individual employee. In the case of newly hired employees of the classifications listed above, the uniform allowance of such employees shall be prorated according to the proportion of the calendar year remaining after being hired. Such

newly hired employees shall be immediately authorized to draw upon their uniform allowance for the year succeeding the year in which they were hired. Items of uniform for such employees shall be only such items as are established or approved by the Mayor. Requests for items of uniform shall be made by such employees authorized hereunder with the approval of the Mayor or the Chief of Police, and directed to the Borough Manager for procurement. Unused uniform allowance may be accumulated for a period of not more than three (3) years, including the year of such allowance. In calculating the balance of such uniform allowance, the current year's balance must be first exhausted, then the accumulation for the immediately preceding year, and then finally the accumulation for the second preceding year. No uniform allowance shall be accumulated for any period prior to January 1, 1967. The full annual uniform allowance shall be available for usage by each employee so authorized hereunder as of January 1st of each year.

Section 5. Article III of said Ordinance No. 479 is amended by adding thereto Sections 4.1, 4.2 and 6.1, as follows:

Section 4.1. All such employees who have been employed continuously by the Borough in excess of fifteen (15) years, but less than twenty (20) years, shall be entitled annually to three (3) weeks vacation at the regular rate of pay, plus one (1) additional day of vacation for each full year of employment in excess of fifteen (15).

Section 4.2. All such employees who have been employed continuously by the Borough in excess of twenty (20) years, shall be entitled annually to four (4) weeks vacation at the regular rate of pay.

Section 6.1. In addition to the above listed paid holidays, each Borough employee shall be entitled to his own birthday as a paid holiday, and shall not be required to work on that day. When such employee's birthday falls on a holiday or an unscheduled work day, such employee shall receive commensurate time off at his regular rate of pay.

Section 6. The provisions of this Ordinance, unless otherwise specifically indicated, shall become effective as of January 1, 1968.

Section 7. Effective January 1, 1969 the compensation of the Borough Manager and all employees listed under Section 1 of Article II of said Ordinance No. 479, as amended hereby, shall be increased by an amount equal to three (3%) percent of the amounts set forth in this Ordinance, with each monthly compensation figure rounded to the nearest dollar and each hourly compensation figure rounded to the nearest cent.

Section 8. Effective July 1, 1969 the compensation of the Borough Manager and all employees listed under Section 1 of Article II of said Ordinance No. 479, as amended hereby, shall be further increased by an amount equal to an additional three (3%) percent of the amounts set forth in this Ordinance and as increased by Section 7 above, with each monthly compensation figure rounded to the nearest dollar and each hourly compensation figure rounded to the nearest cent.

Ordinance No. 597

-5-

Section 9. Section 10 of Article II of said Ordinance No. 479 shall be further amended by adding to the list of employee classifications not compensated for hours worked in excess of forty (40) or hours required in the attendance of meetings, the following:

No. 9 - Police Lieutenant

Section 10. Any ordinance or part of ordinance conflicting with any of the provisions of this Ordinance is hereby repealed to the extent of such conflict.

ORDAINED AND ENACTED this 13th day of February, 1968.

BOROUGH OF MONROEVILLE

ATTEST:

By S/ Frank A. Witt
President of Council

S/ Carrol F. Pickens
Secretary

EXAMINED AND APPROVED this 15th day of February, 1968.

S/ John J. Duncan
Mayor