

**ORDINANCE NO. 6752**

**AN ORDINANCE FIXING WAGES FOR EMPLOYEES OF THE CITY OF PERU,  
ILLINOIS COMMENCING MAY 1, 2023 AND ENDING APRIL 30, 2024**

**WHEREAS**, the Finance Committee of the City of Peru, an Illinois home rule municipal corporation, (hereinafter “City”) has recommended revision in the wage rate schedule from employees of the City; and

**WHEREAS**, the City Council of the City concurs that for fiscal year 2024 adjusting wages pursuant to Exhibit A.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PERU, LASALLE COUNTY, ILLINOIS, A HOME RULE MUNICIPALITY, AS FOLLOWS:**

**AMENDMENT:** The Wage Ordinance shall be, and is hereby amended to read in its entirety as follows:

**SECTION 1: WAGE RATES.** Effective May 1, 2023, the minimum and maximum wage rates for the employees of the City shall be within the following minimum and maximum wage rates as reflected on the attached Exhibit A which is made a part hereof.

**SECTION 2: PAID HOLIDAYS.** The following shall be paid holidays for full-time City Employees:

New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, and Christmas Day When any such holiday falls on a Sunday, the Monday next following shall be held and considered such holiday.

**SECTION 3: PERSONAL DAYS.** All regular, full-time employees shall be granted three (3) personal days each year on an employee's anniversary date and must be used within one (1) year of their granting. Employees wishing to use in hourly increments may have up to 24 hours. Unused personal days or remaining hours may not be accumulated or carried over from one year to the next.

**SECTION 4: VACATIONS.** Full-time employees and full-time appointed officials of the City shall be entitled to vacation leave with pay as follow:

<b><u>Full Years of Continuous Service</u></b>	<b><u>Vacation</u></b>
1 year	40 hours
2 years	80 hours
7 years	120 hours
12 years	160 hours
20 years	200 hours

All other terms and conditions regarding vacations not inconsistent with shall remain in full force and effect.

**SECTION 5: LEAVE OF ABSENCE.** In the event of a death in the immediate family, full-time employees shall be granted up to three (3) consecutive scheduled workdays with pay as funeral leave if the employee attends the funeral. Immediate family is defined as the employee's spouse, children (including stepchildren), mother, father, sister, brother, mother-in-law, or father-in-law. Full-time employees shall be granted up to two (2) consecutive scheduled workdays for the death of an employee's grandparent, aunt, uncle, niece, nephew, brother-in-law or sister-in-law, provided the employee attends the funeral.

**SECTION 6: SICK LEAVE.** Full-time employees shall accrue eight (8) hours of sick leave per month. The maximum sick leave accumulation shall not exceed 1200 hours. Eligible employees who have attained at least 50 years of age; are immediately eligible to retire with an IMRF, an Illinois Downstate Police Pension or a Firefighter's pension; retire in good standing with the City; and provide not less than 60 days advance written notice of their retirement can, upon retirement, buy back 100% of the employee's accrued sick leave days for the purpose of off-setting the cost of continued health insurance coverage provided by the City. The City shall pay the monthly health insurance premium on behalf of the retired employee until the amount in the sick leave bank is exhausted. Any employee who retires and does not choose to participate in the City's health insurance plan shall receive 50% of his accrued sick leave upon retirement in a lump sum or may use 100% towards IMRF benefits. Any such payout shall be made so that the City is not subject to any accelerated payment by IMRF, i.e. after the first full calendar month after the month in which the retirement occurs. For example, if an employee retires on June 20, the payout will be made in August.

Sick leave shall be for the benefit of employees suffering from sickness or accident and shall not be used for any personal absences, physician appointments, or any other personal use. Sick leave shall be monitored by the respective department heads and any employee of the City found abusing sick leave benefits shall be subject to disciplinary action, including dismissal. Any employee contracting or incurring any non-work related sickness or disability shall receive sick leave with pay as set forth in this section. In accordance with the "Employee Sick Leave Act" that went into effect January 1, 2017, the use of sick leave may now be extended to family members, as set forth in the "Employee Sick Leave Act" on the same terms to which an employee is allowed to use sick leave. The amount of sick leave hours to be used for a family member's sickness or

disability shall not exceed 48 hours in a calendar year. An employee must supply a doctor's certificate as required and in all events a doctor's certificate shall be supplied for three or more consecutive days of sick leave.

**SECTION 7: COMPUTATION OF VACATION PAY.** The Finance Department of the City in computing vacation pay for retiring personnel or for personnel leaving the employment of the City of Peru shall be as follows:

1. Any person retiring or terminating employment with the City of Peru shall be paid pro-rated vacation pay.
2. In all other respects, the Department Heads shall comply with Section 7.1, "Vacation Leave" of the City of Peru Employee Manual, as amended.

**SECTION 8: ADDITIONAL BENEFITS.**

1. Sworn personnel within the Police Department shall receive a shift premium when working second or third shift hours at the applicable rates as defined in the FOP collective bargaining agreement.
2. Full-time employees shall be allowed to participate in the group health insurance plan offered by the City. Employees shall contribute twenty percent (20%) of the insurance premium. The employee's contribution shall be deducted from the employee's paycheck on a semi-monthly basis.
3. \$3,500 annual health insurance waiver incentive to employees that terminated their health insurance coverage for the first time. \$2,500 annual health insurance waiver incentive to employees that remain off the health insurance in subsequent years. Payments are made over 26 pay periods.
4. Full-time employees shall be allowed to participate in the group dental insurance plan offered by the City. Employees shall contribute fifty percent (50%) of the insurance premium. The employee's contribution shall be deducted from the employee's paycheck on a semi-monthly basis.

**SECTION 9: DEPARTMENT HEAD DETERMINES RATES.** Notwithstanding anything in this Ordinance to the contrary, with approval of the Finance and Safety Services

Committee, each Department Head has the right to determine the hourly rate for each employee in the Department within the assigned minimum and maximum rates.

While adhering to the parameters listed below, Department Heads will have the sole discretion of wage adjustments for new employees within their first 36 months of employment.

Year 1: 0% - 6% increase                      Year 2: 0% - 10% increase                      Year 3: 0% - 8% increase

Employees can never exceed the maximum rate within the listed range for given position. All wage adjustments must be supported with a completed performance appraisal.

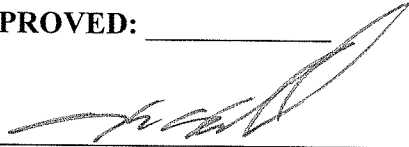
**SECTION 10: COLLECTIVE BARGAINING AGREEMENTS.** Any employee covered by a collective bargaining agreement approved by the City Council shall be compensated according to that agreement.

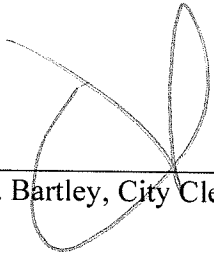
**SECTION 11: EFFECTIVE DATE.** That this ordinance shall take effect immediately upon passage and approval.

**PRESENTED, PASSED, AND ADOPTED** at a regular meeting of the City Council of the City of Peru, Illinois, by an aye and nay roll call vote, with 8 voting aye, 0 voting nay, 0 absent, and Mayor Kolowski not voting     , which meeting was held on the 24<sup>th</sup> day of April, A.D. 2023.



ATTEST:

APPROVED: \_\_\_\_\_  
  
\_\_\_\_\_  
Ken Kolowski, Mayor



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David R. Bartley, City Clerk

<u>Aldermen</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ballard	X		
Tieman	X		
Payton	X		
Edgcomb	X		
Sapienza	X		
O' Sadnick	X		
Lukosus	X		
Mareno	X		

**WAGE ORDINANCE FISCAL YEAR 2024**

Exhibit A

DEPARTMENT	Year 5/1/2023 - 4/30/2024
<b>Human Resources Department:</b>	
Director of Human Resources	*Rates are Per Year \$100,000.00
Human Resources Manager	\$66,950.00
Human Resources Assistant	*Rates are Per Hour \$23.50-\$30.00
Part-time Human Resources Assistant	\$16.00-\$19.00
<p>Director of Human Resources and Human Resources Manager shall also receive Section 8 Additional Benefits 2, 3, and 4 as hereinafter provided, except no benefits shall apply to part-time employees.</p>	
<b>Finance Department:</b>	
Director of Finance	*Rates are Per Year \$104,295.59
Finance Officer	\$100,000.00
Senior Accountant	*Rates are Per Hour \$28.00-\$42.00
Staff Accountant	\$26.00-\$35.18
Part-time Staff Accountant	\$26.00-\$35.18
<p>Director of Finance, Finance Officer, and Accountants shall also receive Section 8 Additional Benefits 2, 3, and 4 as hereinafter provided, except no benefits shall apply to part-time employees.</p>	
<b>City Clerk's Office:</b>	
Deputy City Clerk	*Rates are Per Hour \$23.50-\$30.00
Utility Billing Clerk (TIER 2)	\$23.50-\$30.00
Part-time Meter Reader/Office Assistant	\$16.00-\$19.00
Part-time Meter Reader	Per Separate Compensation Agreement
<p>City Clerk's Office Employees shall also receive Section 8 Additional Benefits 2, 3, and 4 as hereinafter provided, except no benefits shall apply to part-time employees.</p>	
<b>Legal Department:</b>	
Corporation Counsel	*Rate is Per Year \$156,000.00
<p>Corporation Counsel shall also receive Section 8 Additional Benefits 2, 3, and 4 as hereinafter provided.</p>	

**WAGE ORDINANCE FISCAL YEAR 2024**

Exhibit A

DEPARTMENT	Year 5/1/2023 - 4/30/2024
<b>Public Services Department:</b>	
Public Services Manager	*Rate is Per Year \$109,560.94
Electric Operations Manager	\$156,000.00
Public Services Manager and Electric Operations Managr shall also receive Section 8 Additional Benefits 2, 3, and 4 as hereinafter provided.	
Administrative Assistant	\$23.50-\$30.00
Office Assistant	\$23.50-\$30.00
Part-Time Receptionist	\$16.00-\$19.00
Public Services Administrative Assistant and Office Assistant shall also receive Section 8 Additional Benefits 2, 3, and 4 as hereinafter provided. except no benefits shall apply to part-time employees.	
Part-Time Seasonal Splash Pad Operations Manager	\$8,525.74
*Rates are Per Hour	
Part-Time Seasonal Crew Leader (3)	\$5.00 above minimum wage
Part-Time Seasonal Labor	\$3.00 above minimum wage
Part-Time Summer Labor	\$2.00 above minimum wage
Part-Time Summer Splash Pad Attendant	\$2.00 above minimum wage
Part-Time Seasonal Leaf Vac Labor	\$16.00
<b>Engineering &amp; Zoning Department:</b>	
Director of Engineering & Zoning	*Rates are Per Year \$171,600.00
City Engineer	\$66,950.00
*Rates are Per Hour	
Engineering Technician	\$28.00-\$42.00
Building & Zoning Inspector	\$28.00-\$42.00
Zoning Office Administrator	\$26.00-\$35.00
Adminstrative Assistant	\$23.50-\$30.00
Office Assistant	\$23.50-\$30.00
Director of Engineering & Zoning, City Engineer, Engineering Technician, Building & Zoning Inspector, Zoning Office Administrator, and Administrative Assistant shall also receive Section 8 Additional Benefits 2, 3, and 4 as hereinafter provided, except no benefits shall apply to part-time employees.	

**MIN WAGE SCHED**  
 \$13/HR 2023  
 \$14/HR 2024  
 \$15/HR 2025



**WAGE ORDINANCE FISCAL YEAR 2024**

Exhibit A

<b>DEPARTMENT</b>	<b>Year</b> <b>5/1/2023 - 4/30/2024</b>
<b>Police Department:</b>	*Rate is Per Year
Additional annual compensation for Detectives	\$1,019.02
	*Rates are Per Hour
Part-time Sworn Police Officer in Training	\$21.01
Part-time Sworn Police Officer (Solo Patrol)	* Same hourly wage as FT sworn officer pursuant to FOP agreement compensation schedule.
	*Rates are Per Hour
Community Service Officer	\$26.00-\$35.18
Records Clerk / Administrative Assistant	\$26.00-\$35.18
Public Safety Telecommunicator/Records Clerk	\$23.50-\$30.00
Part-time Office Clerk	\$16.00-\$19.00
Custodian	\$16.00-\$19.00
<p>Uniform Allowance for PT Sworn Police Officer and Community Service Officer shall be pursuant to a Quarter Master System with the City directly paying for all such approved uniforms purchased with the maximum allowance per employee set in the amount of:</p>	
*Rate per Year	\$750.00
<p>reduced by any uniform payments heretofore directly made to employee this fiscal year, with a maximum \$200.00 carry-over to the following year.</p>	
<p>Uniform Allowance for the Administrative Assistant and Telecommunicator/Records Clerk shall be pursuant to a Quarter Master System with the City directly paying for all such approval uniform purchases with the maximum allowance per employee set in the amount of:</p>	
*Rate per year	\$363.00
<p>The aforesaid members of the Police Department shall also receive Section 8 Additional Benefits 1, 2, 3, and 4 as hereinafter provided, except no benefits shall apply to part-time employees.</p>	
Crossing Guards:	\$24.39
<p>No benefits shall apply to Crossing Guards.</p>	
<b>Fire Department:</b>	*Rates are Per Year
Fire Chief	\$17,949.66

**WAGE ORDINANCE FISCAL YEAR 2024**

Exhibit A

<b>DEPARTMENT</b>	<b>Year</b> <b>5/1/2023 - 4/30/2024</b>
Fire Marshal Safety Officer Deputy Fire Chief	\$2,367.20
No other benefits shall be paid or allowed to the Fire Chief and Deputy Fire Chief.	
Paid On Call Firefighters Certified	*Rates are Per Call \$44.00
Paid On Call Firefighters Non-Certified	\$34.00
Special Event/Training/Detail Pay	*Rate is Per Hour \$16.72
Additional \$15.00 per hour for any fire call that lasts more than two hours. Notwithstanding the foregoing, Paid on Call Firefighters shall be paid the MABAS established rate for MABAS callouts, hazardous material spills, and for statewide callouts by the Illinois Management Agency.	
<b>ESDA:</b>	
Co-Director (Police)	*Rates are Per Month \$207.45
Co-Director (Fire)	\$207.45
No other benefits shall be paid or allowed to the ESDA Co-Directors.	
<b>Recreation Department:</b>	
Recreation Director/Special Events Coordinator	*Rates are Per Year \$57,952.77
Recreation Manager	\$11,826.82
Recreation Director/Special Events Coordinator shall also receive Section 8 Additional Benefits 2, 3 and 4 as hereinaftre provided, except no benefits shall apply to part-time employees.	
<b>Information Technology Department</b>	
Director of Information Technology	*Rate is Per Year \$115,000.00
Help Desk Technician	*Rates are Per Hour \$26.00-\$35.18
Director of Information Technology and Help Desk Technicians shall also receive Section 8 Additional Benefits 2, 3, and 4 as hereinafter provided, except no benefits shall apply to part-time employees.	