

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MORTON, ILLINOIS**  
**7:00 P.M.**  
**TUESDAY, JANUARY 2, 2024**  
**FREEDOM HALL, 349 W. BIRCHWOOD, MORTON, ILLINOIS**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PLEDGE OF ALLEGIANCE TO THE FLAG**

**IV. PUBLIC HEARING**

**V. PRESENTATIONS AND SPECIAL REPORTS**

**VI. PUBLIC COMMENT**

**VII. CONSENT AGENDA**

- a. Approval of Minutes
  - i. Regular Meeting -- December 18, 2023
- b. Approval of Bills

**VIII. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA**

**IX. VILLAGE PRESIDENT**

- a. Swear in Shawn Darche as Chief of Police
- b. Swear in Steve Brock as Deputy Chief of Police
- c. Swear in Aaron Rowe as Sergeant

**X. VILLAGE CLERK**

**XI. VILLAGE ADMINISTRATOR**

- a. AN ORDINANCE AMENDING TITLE 3, CHAPTER 8, SECTION 6 OF THE MORTON MUNICIPAL CODE REGARDING THE NUMBER OF LIQUOR LICENSES

**XII. CHIEF OF POLICE**

**XIII. CORPORATION COUNSEL**

- a. AN ORDINANCE MAKING AMENDMENTS TO SECTION 1-4-1 OF THE MORTON MUNICIPAL CODE REGARDING ORDINANCE VIOLATION FINES
- b. AN ORDINANCE MAKING AMENDMENTS TO SECTION 6-9-6 OF THE MORTON MUNICIPAL CODE REGARDING FINES FOR TOBACCO RELATED OFFENSES

**XIV. DIRECTOR OF FIRE AND EMERGENCY SERVICES**

- a. AN ORDINANCE MAKING AMENDMENTS TO TITLE 5 OF THE MORTON MUNICIPAL CODE REGARDING LIFT ASSISTS FEES

**XV. DIRECTOR OF PUBLIC WORKS**

- a. RESOLUTION APPROVING AMENDMENT TO PERSONNEL HANDBOOK REGARDING STIPEND FOR CERTIFIED OPERATORS

**XVI. ZONING AND CODE ENFORCEMENT OFFICER**

**XVII. VILLAGE TRUSTEES**

- a. Trustee Blunier
- b. Trustee Hilliard
- c. Trustee Leitch
- d. Trustee Menold
- e. Trustee Newman
- f. Trustee Parrott

**XVIII. CLOSED SESSIONS**

**XIX. CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSIONS**

**XX. ADJOURNMENT**

**VILLAGE BOARD OF TRUSTEES  
REGULAR MEETING  
7:00 P.M., December 18, 2023**

After President Kaufman called the meeting to order, the Pledge of Allegiance was recited and Clerk Evans called the roll, finding the following members present: Hilliard, Leitch, Menold, Newman, Parrott – 5.

**PUBLIC HEARING** – None.

**PRESENTATIONS** – None.

**PUBLIC COMMENT** – None.

**CONSENT AGENDA**

- A. Approval of Minutes.
  - 1. Regular Meeting – December 4, 2023
- B. Approval of Bills

Trustee Parrott moved to approve the Consent Agenda. Motion was seconded by Trustee Newman and approved with the following roll call vote:

Yes: Hilliard, Leitch, Menold, Newman, Parrott – 5.  
No: None – 0.  
Absent: Blunier – 1.  
Abstain: None – 0.

**VILLAGE PRESIDENT** – President Kaufman requested approval to appoint Amanda Pyle and Nate Zeller to the Business District Commission to replace Tom Osborne and Todd Grimm effective January 1, 2024. Trustee Hilliard moved to approve and Trustee Leitch seconded before approval by the following roll call vote:

Yes: Hilliard, Leitch, Menold, Newman, Parrott – 5.  
No: None – 0.  
Absent: Blunier – 1.  
Abstain: None – 0.

**VILLAGE CLERK** – None.

**VILLAGE ADMINISTRATOR** – Administrator Smick presented a Resolution Approving Amendment to Personnel Handbook to Comply with Paid Leave for All Workers Act. Trustee Parrott moved to approve and Trustee Menold seconded before approval by the following roll call vote:

Yes: Hilliard, Leitch, Menold, Newman, Parrott – 5.  
No: None – 0.  
Absent: Blunier – 1.  
Abstain: None – 0.

Administrator Smick then presented Building Improvement Grant Recommendation and requested approval. Trustee Menold moved to approve and Trustee Newman seconded before approval by the following roll call vote:

Yes: Hilliard, Leitch, Menold, Newman, Parrott – 5.  
No: None – 0.  
Absent: Blunier – 1.  
Abstain: None – 0.

**CHIEF OF POLICE** – Chief Darche presented Resolution Authorizing Master Services Agreement with Flock Group, Inc. Trustee Leitch moved to approve and Trustee Hilliard seconded before approval by the following roll call vote:

Yes: Hilliard, Leitch, Menold, Parrott – 4.  
No: Newman – 1.  
Absent: Blunier – 1.  
Abstain: None – 0.

**CORPORATION COUNSEL** – Attorney McGrath presented Resolution Authorizing the Execution of a Side Letter Agreement Between the Village of Morton and the International Association of Firefighters Local #4952 (Paramedics) Regarding the Health Insurance, Wage Scale Changes, and a Paramedic Trainee Program. Trustee Newman moved to approve and Trustee Hilliard seconded before approval by the following roll call vote:

Yes: Hilliard, Leitch, Menold, Newman, Parrott – 5.  
No: None – 0.  
Absent: Blunier – 1.  
Abstain: None – 0.

Attorney McGrath then presented Resolution Authorizing the Execution of a Side Letter Agreement Between the Village of Morton and the Police Benevolent Labor Committee Regarding Health Insurance. Trustee Leitch moved to approve and Trustee Parrott seconded before approval by the following roll call vote:

Yes: Hilliard, Leitch, Menold, Newman, Parrott – 5.  
No: None – 0.  
Absent: Blunier – 1.  
Abstain: None – 0.

**DIRECTOR OF FIRE AND EMERGENCY SERVICES** – None.

**DIRECTOR OF PUBLIC WORKS** – DPW Loudermilk requested acceptance of proposal from R&R Services of Illinois for landscape waste grinding for years 2024 & 2025. Trustee Menold moved to approve and Trustee Parrott seconded before approval by the following roll call vote:

Yes: Hilliard, Leitch, Menold, Newman, Parrott – 5.  
No: None – 0.  
Absent: Blunier – 1.  
Abstain: None – 0.

DPW Loudermilk then presented Resolution Approving Intergovernmental Agreement Between the County of Tazewell and the Village of Morton for Digital Orthophotography. There was some

light discussion regarding timing of previous mapping. Trustee Parrott moved to approve and Trustee Newman seconded before approval by the following roll call vote:

Yes: Hilliard, Leitch, Menold, Newman, Parrott – 5.  
No: None – 0.  
Absent: Blunier – 1.  
Abstain: None – 0.

**ZONING AND CODE ENFORCEMENT OFFICER** – None.

**VILLAGE TRUSTEES**

Trustee Blunier – None.  
Trustee Hilliard – None.  
Trustee Leitch – None.  
Trustee Menold – None.  
Trustee Newman – None.  
Trustee Parrott – None.

**CLOSED SESSIONS** – None.

**CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSIONS** – None.

**ADJOURNMENT**

With no further business to come before the Board, Trustee Menold moved to adjourn. The motion was seconded by Trustee Newman and followed by unanimous voice vote of all present board members.

\_\_\_\_\_  
PRESIDENT

ATTEST:

\_\_\_\_\_  
VILLAGE CLERK

**VILLAGE OF MORTON  
ORDINANCE 24-24**

**AN ORDINANCE AMENDING TITLE 3, CHAPTER 8, SECTION 6 OF THE  
MORTON MUNICIPAL CODE REGARDING THE NUMBER OF LIQUOR  
LICENSES**

**WHEREAS**, the Morton Municipal Code was duly adopted on March 2, 1970, and duly published in book form, and

**WHEREAS**, Title 3, Chapter 8, Section 6 contains a limitation on the number of liquor licenses and the President and Board of Trustees desire to amend same.

**NOW THEREFORE**, be it ordained by the President and Board of Trustees of the Village of Morton, in the State of Illinois, as follows:

**SECTION 1:**        **AMENDMENT** “3-8-6: Limitation On Number” of the Morton Municipal Code is hereby *amended* as follows:

**AMENDMENT**

**3-8-6: Limitation On Number**

In order that the health, safety, and welfare of the people of the Village be protected, and in order that minors shall be prevented from the purchase of alcoholic liquors, and in order that temperance in the consumption of liquors be fostered and promoted, there shall be a limit upon the number of liquor licenses issued and in effect, which is as follows:

Class	Brief Description	Maximum Number of Licenses Allowed
Class A-1	Sale of beer & wine only at retail, consumption off premises	Zero (0)
Class A-2	Sale of beer & wine only at retail, consumption on premises	<del>Four (4)</del> <b>Three (3)</b>
Class A-3	Sale of beer & wine only at retail, consumption off or on premises	Zero (0)
Class A-4	Sale of wine only at retail, consumption off premises, allows unlimited wine tasting on premises	Zero (0)
Class B-1	Sale of alcohol at retail, consumption off premises	Three (3)

Class B-2	Sale of alcohol at retail, consumption on premises	<del>Eleven (11)</del> Ten (10)
Class B-3	Sale of alcohol at retail, consumption on or off premises	Four (4)
Class C	Sale of alcohol at a club, consumption on premises	One (1)
Class D	Sale of beer & wine at retail in a grocery store, consumption off premises	Four (4)
Class E	Addition to Class A-2, A-3, B-2, B-3 or G to all sales of alcohol consumption in an outdoor area on a permanent basis	<del>Ten (10)</del> Nine (9)
Class F	Addition to Class A-2, A-3, B-2, B-3 or G license holder for sale of alcohol in an outdoor area adjacent to business on temporary basis	Zero (0)
Class G	Allows patrons to bring their own beer or wine into premises for consumption on premises	One (1)
Class H	Sale of beer & wine only on a temporary basis for not-for profit organizations up to 2 times per year	Zero (0)
Class I	Addition to Class A-2, A-3, B-2, or B-3 for consumption of adjacent public right of way	One (1)
Class J-1	Sale of alcohol by a catering business for one year	Zero (0)
Class J-2	Sales of alcohol by a catering business for one public/private event	Zero(0)

PASSED AND ADOPTED BY THE VILLAGE OF MORTON PRESIDENT AND BOARD OF TRUSTEES \_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Trustee Blunier	_____	_____	_____	_____
Trustee Hilliard	_____	_____	_____	_____
Trustee Leitch	_____	_____	_____	_____
Trustee Menold	_____	_____	_____	_____
Trustee Parrott	_____	_____	_____	_____
Trustee Newman	_____	_____	_____	_____
President Kaufman	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
 Jeffrey L. Kaufman, Village President,  
 Village of Morton

\_\_\_\_\_  
 Zo M. Evans, Village Clerk, Village  
 of Morton



**VILLAGE OF MORTON**  
**ORDINANCE 24-25**

**AN ORDINANCE MAKING AMENDMENTS TO SECTION 1-4-1 OF THE  
MORTON MUNICIPAL CODE REGARDING ORDINANCE VIOLATION FINES**

**NOW THEREFORE**, be it ordained by the President and Board of Trustees of the Village of Morton, in the State of Illinois, as follows:

**SECTION 1:**        **AMENDMENT** “1-4-1: Penalty” of the Morton Municipal Code is hereby *amended* as follows:

**AMENDMENT**

**1-4-1: Penalty**

Any person, persons, partnership, firm, or corporation convicted of a violation of any Section of this Code, for which another penalty is not provided, shall be fined in a sum of not less than one hundred fifty dollars (\$150.00) nor more than seven hundred fifty dollars (\$750.00).<sup>1</sup> In the event *ex parte* judgment is entered, the minimum fine shall be increased by one hundred dollars (\$100.00) over the minimum fine otherwise prescribed in this Code.  
(Ord. 80-5, 6-2-80; amd. Ord. 99-37, 12-6-99)

<sup>1</sup> For Statute authority, see 65 ILCS 5/1-2-1.

**SECTION 2:**        **REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

**SECTION 3:**        **SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

**SECTION 4:**        **EFFECTIVE DATE** This Ordinance shall be in full force and effect ten (10) days from and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE VILLAGE OF MORTON PRESIDENT AND BOARD OF TRUSTEES \_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Trustee Blunier	_____	_____	_____	_____
Trustee Hilliard	_____	_____	_____	_____
Trustee Leitch	_____	_____	_____	_____
Trustee Menold	_____	_____	_____	_____
Trustee Parrott	_____	_____	_____	_____
Trustee Newman	_____	_____	_____	_____
President Kaufman	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Jeffrey L. Kaufman, Village President,  
Village of Morton

\_\_\_\_\_  
Zo M. Evans, Village Clerk, Village  
of Morton

**VILLAGE OF MORTON  
ORDINANCE 24-26**

**AN ORDINANCE MAKING AMENDMENTS TO SECTION 6-9-6 OF THE  
MORTON MUNICIPAL CODE REGARDING FINES FOR TOBACCO RELATED  
OFFENSES**

**NOW THEREFORE**, be it ordained by the President and Board of Trustees of the Village of Morton, in the State of Illinois, as follows:

**SECTION 1:**        **AMENDMENT** “6-9-6: Penalty” of the Morton Municipal Code is hereby *amended* as follows:

AMENDMENT

6-9-6: Penalty

Any person who violates any provision of this Chapter shall be subject to the following fines:

- A. Not less than Twentyseven five dollars (~~\$25~~75.00) and not more than two hundred fifty dollars (\$250.00) for the first offense.
- B. Not less than Fiftyone hundred dollars (~~\$5~~100.00) and not more than three hundred dollars (\$300.00) for a second offense within a twelve (12) month period.
- C. Not less than One hundred fifty dollars (~~\$10~~50.00) and not more than three hundred fifty dollars (\$350.00) for a third and subsequent offense within a twelve (12) month period.
- D. Notwithstanding the foregoing, the penalty for the sale of a tobacco product or electronic cigarette or alternative nicotine product to a person under the age of twenty-one (21) years shall be not less than one hundred dollars (\$100.00) and not more than three hundred dollars (\$300.00) for the first offense. The penalty for any subsequent offense shall be a minimum of two hundred dollars (\$200.00) and a maximum of seven hundred fifty dollars (\$750.00)

The twelve (12) month period shall be measured from the date of conviction of any offense.  
(Ord. 97-7, 6-16-97; amd. Ord. 00-47, 2-5-01; Ord. 14-02, 5-5-14)

**SECTION 2: REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

**SECTION 3: SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

**SECTION 4: EFFECTIVE DATE** This Ordinance shall be in full force and effect ten days from and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE VILLAGE OF MORTON PRESIDENT AND BOARD OF TRUSTEES \_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Trustee Blunier	_____	_____	_____	_____
Trustee Hilliard	_____	_____	_____	_____
Trustee Leitch	_____	_____	_____	_____
Trustee Menold	_____	_____	_____	_____
Trustee Parrott	_____	_____	_____	_____
Trustee Newman	_____	_____	_____	_____
President Kaufman	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Jeffrey L. Kaufman, Village President,  
Village of Morton

\_\_\_\_\_  
Zo M. Evans, Village Clerk, Village  
of Morton

**VILLAGE OF MORTON**  
**ORDINANCE 24-27**

**AN ORDINANCE MAKING AMENDMENTS TO TITLE 5 OF THE MORTON  
MUNICIPAL CODE REGARDING LIFT ASSISTS FEES**

**WHEREAS**, the Morton Fire Department provides lift assist services to nursing homes, assisted living facilities, and independent living facilities within the Village when patients or residents in these facilities require assistance with being lifted and moved, and the facility is unwilling or unable to provide this assistance; and

**WHEREAS**, due to the ongoing and increased nature of calls received by the Village for lift assist services, the Village of Morton has determined that it is fair and reasonable to assess a fee to these facilities when providing lift assist services for persons in these facilities; and

**WHEREAS**, the Village of Morton has determined that the fee to be assessed for providing lift assist services should be paid by the facility and not the patient or the resident.

**NOW THEREFORE**, be it ordained by the President and Board of Trustees of the Village of Morton, in the State of Illinois, as follows:

**SECTION 1:**        **ADOPTION** “CHAPTER 5-8: LIFT ASSISTS” of the Morton Municipal Code is hereby *added* as follows:

**ADOPTION**

CHAPTER 5-8: LIFT ASSISTS(*Added*)

**SECTION 2:**        **ADOPTION** “5-8-1: Definitions” of the Morton Municipal Code is hereby *added* as follows:

**ADOPTION**

5-8-1: Definitions(*Added*)

For the purpose of this chapter, the following words and phrases shall have the meanings respectively ascribed to them:

- A. Assisted-living facility means a residential setting that provides assisted-living services for remuneration to four (4) or more persons who reside in such residential setting and are not related to the owner of the residential setting. Assisted-living facility does not

include a home, an apartment, or a facility in which casual care is provided at irregular intervals.

- B. Nursing care facility means a facility where medical care, nursing care, rehabilitation, or related services and associated treatment are provided for a period of more than twenty-four (24) consecutive hours to persons residing at such facility who are ill, injured, or disabled.
- C. Lift assist means a response by the Morton Fire Department to assist in physically moving a person who does not require emergency medical treatment in an assisted-living facility and or nursing care facility.
- D. Emergency medical treatment means treatment beyond an initial assessment routinely performed by the East Peoria Fire Department. If deemed the patient will require medical attention and/or transport to an emergency department, no lift assist fee as provided in this chapter will be charged.

**SECTION 3:           ADOPTION** “5-8-2: Lift Assist Fee, Records, Billing And Collection” of the Morton Municipal Code is hereby *added* as follows:

ADOPTION

5-8-2: Lift Assist Fee, Records, Billing And Collection(*Added*)

- A. When a lift assist is provided by the Morton Fire Department for any person in or on the grounds of an assisted-living facility or a nursing care facility, the respective assisted-living facility or nursing care facility shall be charged a fee as provided in this chapter for the lift assist services. The fee for providing a lift assist shall be three hundred fifty dollars (\$350.00) per lift assist incident
- B. When a lift assist is provided by the Morton Fire Department for any person NOT in or on the grounds of an assisted-living facility or a nursing care facility, the fee charged for the lift assist services shall be \$75, assessed to the person who was provided the lift assist services.
- C. The fire department shall maintain records in connection with lift assist services provided pursuant to this chapter and shall forward the records to the Village Administrator finance department, which shall be responsible for the billing and collection of accounts due and owing, including the right to contract for billing and collection, subject to the approval of the Village Board.

**SECTION 4:           ADOPTION** “5-8-3: Review Of Assessed Fee.” of the Morton Municipal Code is hereby *added* as follows:

## ADOPTION

### 5-8-3: Review Of Assessed Fee.*(Added)*

Any assisted-living facility or nursing care facility subject to a fee under this chapter may, within ten (10) days of the issuance of such a bill, appeal in writing the assessed lift assist fee to the fire chief. Such written appeal shall set forth the reasons why the lift assist fee was incorrectly imposed. The fire chief or the fire chief's designee shall within a reasonable time after receipt of an appeal, but no later than thirty (30) days, provide a written response to the submitted appeal denying the appeal or grant relief as found appropriate by the fire chief or designee.

**SECTION 5:**        **REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

**SECTION 6:**        **SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

**SECTION 7:**        **EFFECTIVE DATE** This Ordinance shall be in full force and effect from and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE VILLAGE OF MORTON PRESIDENT AND BOARD OF TRUSTEES \_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Trustee Blunier	_____	_____	_____	_____
Trustee Hilliard	_____	_____	_____	_____
Trustee Leitch	_____	_____	_____	_____
Trustee Menold	_____	_____	_____	_____
Trustee Parrott	_____	_____	_____	_____
Trustee Newman	_____	_____	_____	_____
President Kaufman	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Jeffrey L. Kaufman, Village President,  
Village of Morton

\_\_\_\_\_  
Zo M. Evans, Village Clerk, Village  
of Morton



**RESOLUTION NO. 22-24**

**RESOLUTION APPROVING AMENDMENT TO PERSONNEL HANDBOOK  
REGARDING STIPEND FOR CERTIFIED OPERATORS**

**WHEREAS**, the Village of Morton maintains a Personnel Handbook which contains personnel policies, including policies regarding use of sick time; and

**WHEREAS**, the Director of Public Works has recommended an amendment to increase stipends paid for certified water and wastewater operators and for gas distribution technicians; and

**WHEREAS**, it is appropriate for the Corporate Authorities to from time to time adopt and revise personnel policies and procedures for the Village of Morton

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON**, Tazewell County, Illinois, as follows:

1. An amendment to the Personnel Policy Manual adopted September 1, 2022, as attached hereto as Exhibit A, is hereby approved by the President and Board of Trustees, and shall be effective from and after the effective date of this Resolution.

**BE IT FURTHER RESOLVED** that this resolution shall be in full force and effect upon its passage and approval.

**PASSED AND APPROVED** at a regular meeting of the President and Board of Trustees of the Village of Morton, Tazewell County, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2024; and upon roll call the vote was as follows:

AYES:

NAYS:

ABSENT:

ABSTAINING:

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
**President**

**ATTEST:**

\_\_\_\_\_  
**Village Clerk**

The proposed salary schedule consists of 18 pay grades and is broken down into three (3) components:

- Grades 1 – 7; Defined Merit Increment Plan has salary ranges with a minimum and a maximum with defined percentage increments in between. If an employee has a satisfactory performance evaluation, he/she systematically advances through their pay range. This performance evaluation, and resulting salary increment increase, occurs annually.
- Grades 8 – 13; Combined Defined Merit Increment/Open Range Plan is a hybrid plan where the first half of each pay range is a defined merit increment plan consisting of increments and the second half is an open range plan.
- Grades 14 – 18; Open Range Plan has salary ranges with minimums and maximums, but without defined percentage increments in between. Employees are advanced through the pay range based on satisfactory performance evaluation, with the “percentage” of their increase determined by their supervisor and the Village Administrator.

### **Exemplary Performance Pay**

All pay grades shall have exemplary performance zones to allow those employees at the top of their pay range to earn an annual “one-time payment” based on performance. An employee is eligible for an exemplary performance award depending on the employee’s length of service. Employees with less than 10 years of service are not eligible for exemplary performance pay. This benefit is determined annually based upon performance.

### **Stipend Pay**

A stipend payment plan shall be implemented to accommodate those employees who have attained the advanced certifications and licenses for the following classifications and salary grade levels within their Department. This shall be paid bi-monthly beginning May 1 the following year of receiving the certification. All payments shall be at the approval of the Director of Public Works.

Gas Distribution Technician, Water Distribution Technician, Gas and Water Utility Technician & Foreman (Salary Range 4,5, &7) – The maximum stipend shall be ~~\$3,500~~ \$5,000/year.

- Gas License Class A = None
- Gas License Class B = ~~\$1,500~~ \$3,500/year (only Gas Distribution employees)
- Gas License Class C = ~~\$1,500~~ \$1,500/year (Gas & Water Distribution employees)
- Gas License Class D = None
- ~~IEPA Water License Class A = None~~
- ~~IEPA Water License Class B = None~~
- ~~IEPA Water License Class C = None~~
- IEPA Water License Class D = ~~\$500~~ \$3,500/year (only Water Distribution employees)

Water Treatment Technician (Salary Range 4 & 5) – The maximum stipend shall be ~~\$1,000~~ \$5,000/year.

- ~~IEPA Water License Class A = None~~
- IEPA Water License Class B = ~~\$500~~ \$5,000/year
- ~~IEPA Water License Class C = \$500/year~~
- ~~IEPA Water License Class D = None~~

Wastewater Treatment Technician (Salary Range 4 & 5) – The maximum stipend shall be ~~\$1,000~~ \$5,000/year.

- IEPA Wastewater License Class 1, 2, 3, & 4 = ~~\$250~~ \$5,000/year
- ~~IEPA Wastewater License Group 2 = \$250/year~~

- ~~IEPA Wastewater License Group 3 = \$250/year~~
- ~~IEPA Wastewater License Group 4 = \$250/year~~

An employee of the Gas Distribution Department who becomes a certified gas pipeline welder may receive ~~\$2,500~~ \$5,000/year. Said increase is at the discretion of the Director of Public Works and the Superintendent of the Gas Department.

**On-Call Pay**

While “on-call”, employees of the Public Works Department shall receive on-call pay as follows:

- Employees of the Street, Wastewater Treatment and the Water Treatment Departments shall receive twenty-five dollars (\$25) per day.
- Employees of the Gas Distribution and Water Distribution Departments shall receive fifty dollars (\$50) per day.

**Overtime Pay**

Employees shall work forty (40) hours per week, except the Chief of Police, Deputy Chief of Police, Director of Fire and Emergency Medical Services, Director of Public Works, Zoning Enforcing Officer and Administrator. If an employee other than exempt personnel shall be required to work more than forty hours per week, the employee shall receive one and one-half (1 ½) times their hourly salary (base plus longevity plus incentive pay) for each hour worked in excess of forty (40) hours per week.

**Section 3.3 Longevity**

Full-time employees hired before January 1, 2008, shall receive longevity pay in the following amounts according to the following schedule:

Required Years of Employment	Longevity Increase Added to Base Salary
3	2% of Base Salary
6	4% of Base Salary
9	6% of Base Salary
12	7% of Base Salary
15	8% of Base Salary
18	9% of Base Salary
21	10% of Base Salary (maximum)

Full-time employees hired on or after January 1, 2008, shall receive longevity pay in the following amounts according to the following schedule:

Required Years of Employment	Longevity Increase Added to Base Salary
5	2% of Base Salary
10	4% of Base Salary
15	6% of Base Salary
17	7% of Base Salary
19	8% of Base Salary
21	9% of Base Salary
23	10% of Base Salary (maximum)

Longevity pay shall be in addition to an employee’s base salary. Longevity pay, and any increases thereto, shall begin on the first pay period following the date that the required years of employment are completed.