



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 28, 2024

TOPIC Resolution Approving FY 2024-25 Non-Union Pay Ranges and Pay Rates

BACKGROUND BRIEF:

The Village Manager is recommending that the Village Council adopt a resolution establishing FY 2024-25 salary and pay ranges for administrative officer and non-union positions of the Village as well as a 5% salary or wage adjustment for employees currently filling those positions. The salary and wage increase is commensurate with the increases proposed or approved for the POAM and AFSCME employees. The adjustments to the salary or wage ranges is commensurate with the Michigan Department of Treasury inflation rate of 5.1% for the past year.

Attached is the proposed resolution for consideration by Council.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

Please refer to the attached resolution. Wage and salary increases will also result in commensurate increases in payroll taxes (7.65% of the increased pay) and contributions to employee defined contribution retirement programs (10% of the increase in the base pay).

RECOMMENDED MOTION:

To adopt the following resolution approving the FY 2024-25 non-union pay ranges and rates:

VILLAGE OF LAKE ORION
COUNTY OF OAKLAND
STATE OF MICHIGAN

COUNCIL RESOLUTION

A RESOLUTION SETTING THE FY 2024-25 PAY RANGES AND PAY RATES OF ADMINISTRATIVE OFFICERS AND NON-UNION EMPLOYEES OF THE VILLAGE OF LAKE ORION PURSUANT TO SECTION 3.10 OF THE VILLAGE CHARTER.

WHEREAS, Section 3.10 of the Village of Lake Orion charter requires the village council to set the salaries for the administrative officers of the village in accordance with budgetary appropriations; and

WHEREAS, the current administrative officers of the village are the Village Manager, Clerk/Treasurer, Deputy Clerk/Treasurer, Attorney, Finance Director/Treasurer, Police Chief, and Public Works Director; and

WHEREAS, the Village Attorney is currently an independent contractor position rather than a full-time position of the village and is compensated under a separate professional services contract; and

WHEREAS, the village council desires to establish the pay ranges and pay rates for the administrative officer and non-union positions of the village except for the Village Attorney;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Section 3.10 of the Village of Lake Orion charter, and in accordance with budget appropriations, the village council for the Village of Lake Orion does hereby establish the FY 20224-25 pay ranges and pay rates for the administrative officers and non-union positions of the village effective July 1, 2024, as follows:

<u>POSITION</u>	<u>MINIMUM SALARY</u>	<u>MAXIMUM SALARY</u>	<u>SALARY</u>
	<u>5% Adjustment</u>	<u>5% Adjustment</u>	<u>5% Adjustment</u>
Village Manager	85,000 89,250	104,000 109,200	90,950 Pending Evaluation
Clerk/Treasurer	66,000 69,300	83,000 87,150	74,500 78,225
Deputy Clerk/ Treasurer	59,000 61,950	76,000 79,800	62,000 65,100
Deputy Finance Director/Treasurer	24.04 per hour 25.24 per hour	31.25 per hour 32.81 per hour	24.04 per hour 25.24 per hour
Office Coordinator	20.00 per hour	24.00 per hour	22.96 per hour
Account Clerk	21.00 per hour	25.20 per hour	24.11 per hour
Utility Billing Clerk			
Public Works Director	66,000 69,300	83,000 87,150	67,662 71,045

Police Chief	70,000 73,500	89,000 93,450	VACANT
Police Lieutenant	30.92 per hour 32.47 per hour	38.47 per hour 40.39 per hour	35.47 per hour 37.24 per hour
Lifeguard Supervisor			19.00 per hour 20.00 per hour
Lifeguard – Returning	10.00 per hour	16.00 per hour	17.00 per hour 18.00 per hour
Lifeguard – New	10.00 per hour	16.00 per hour	16.00 per hour 17.00 per hour

BE IT FURTHER RESOLVED that the Village Council hereby authorizes the Village Manager to make the necessary adjustments to the FY 2024-25 Budget to provide the necessary appropriations to implement and administer this pay plan on behalf of the village.

AYES:

NAYS:

ABSENT:

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL DURING ITS REGULAR MEETING HELD ON MAY 28, 2024.

Sonja Stout, Village Clerk