

**CITY OF MACKINAC ISLAND, MICHIGAN**

**Ord. No. \_\_\_\_\_, Eff. April 1, 2025**

An ordinance to set the salaries and wages of officers, officials and employees of the City of Mackinac Island for the Fiscal Year Ending March 31, 2026.

THE CITY OF MACKINAC ISLAND ORDAINS:

**Sec. 1. ANNUAL SALARY AND WAGE RATE INCREASE**

The increase in wages and/or salaries this year shall be 3%, unless otherwise determined by contract.

**Sec. 2. RETIREMENT CONTRIBUTIONS FOR ELIGIBLE EMPLOYEES**

Per the City of Mackinac Island Profit Sharing Plan, all employees eligible to receive contributions to the 457 Deferred Compensation shall have disbursements made as follows (eligibility shall be determined by criteria set forth in the profit-sharing plan):

- A. **Disbursements:** Disbursements shall be made annually on December 15 of each year in the amount allowed to the employee as determined by the employer.
- B. **Severability:** In the event of the termination of employment of the eligible employee (whether by the decision of the employee or the employer, death or dismemberment) the annual payment of the retirement contribution shall be pro-rated from January 1 of that year to the last day employee actually worked.

**Sec. 3. HOLIDAY, SICK LEAVE, FUNERAL LEAVE AND VACATION FOR FULL TIME EMPLOYEES.** All benefits will be tracked and documented with the City Clerk.

**Definition of Full Time Employee.** Employees who work at least thirty-five (35) hours per week for forty-eight (48) weeks per year.

All full-time year-round employees will be paid eight (8) hours for the following holiday (unless it falls on a regularly scheduled day off):

- A. **Holidays:** New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
- B. **Sick Leave.** Full time employees shall receive eight (8) hours of sick leave time after completing one (1) full month of employment up to a maximum one hundred sixty (160) hours (20 days). Sick days may only be used for doctor appointment, illness or hospitalization of self.
- C. **Funeral Leave.** Full time employees shall be granted a leave of absence without loss of pay for up to five (5) days in case of a death in the employee's immediate family. Immediate family shall include: spouse, children, parent(s), sibling(s), grandparent(s), and mother-in-law or father-in-law.
- D. **Vacation.** Full time employees may schedule time off for their vacation after seeking approval from their supervisor or board. Employees may not schedule more than five (5) consecutive days of vacation between Memorial Day to Labor Day. All vacation days must be used within the anniversary year of each employee or expire. Employees will receive the following vacation days based upon their years of employment with the city:

1 – 5 years	=	10 vacation days
6 – 10 years	=	15 vacation days
11+ years	=	20 vacation days

#### Sec. 4. **HEALTH INSURANCE**

All full-time year-round employees who are eligible for the City of Mackinac Island health care plan, but choose to waive the insurance, may receive reimbursement for coverage through another carrier. The City will reimburse only the employees out of pocket premium cost up to an amount not to exceed what their premium for coverage (single/family) would have been with the City's insurance. The City will not reimburse deductibles or copays for employees not electing City of Mackinac Island health care coverage. Employees must submit proof of their out of pocket premium cost to the City Clerk.

#### Sec. 5. **SALARIES AND WAGES ESTABLISHED**

The salaries and wages for officers, officials and employees of the City of Mackinac Island for the Fiscal Year Ending March 31, 2026 shall be as follows:

##### **A. Legislative and Executive**

Alderman	\$50.00 per meeting per day for each official meeting of the City Council attended.
Mayor	\$250.00 per month; \$50.00 per meeting per day for each official meeting of the City Council attended; \$40.00 per day of attendance at Board of Review session; health insurance.

##### **B. General Government**

Mayor's Assistant	\$60,374.47 per year (\$2,322.10/bi-weekly); payroll related fringe benefits; health insurance \$1,000 annual employer contribution for retirement to be disbursed as set forth in section 2 of this ordinance; \$35.00 per meeting attended past 4:00 p.m.
Mayor's Ass't (hourly)	\$25.71 per hour; payroll related fringe benefits.
Election Board Chair	\$18.12 per hour for first eight (8) hours, \$27.18 per hour for each additional hour; payroll related fringe benefits.
Election Board Member	\$15.80 per hour for first eight (8) hours, \$23.71 per hour for each additional hour; payroll related fringe benefits.
City Clerk	\$50,462.78 per year (\$1,940.88/bi-weekly); payroll related fringe benefits; health insurance; \$1,250 annual employer contribution for retirement to be disbursed as set forth in section 2 of this ordinance; \$60.00 per meeting per day for official meeting of the City Council attended and \$150.00 for each Saturday worked for absentee ballots; \$75.00 each election day.
Deputy City Clerk	\$15.00 - \$23.69 per hour, maximum hours to be determined by city council; no more than forty (40) hours per work week; \$36.00 per meeting per day for official meeting of the City Council attended when conducted outside of normally established business days and hours in the absence of the City Clerk; payroll related fringe benefits.

## General Government Cont'd:

City Treasurer	\$50,462.78 per year (\$1,940.88/bi-weekly); payroll related fringe benefits; health insurance; \$35.00 per meeting per day for official meeting of the City Council attended; \$1,000 annual employer contribution for retirement to be disbursed as set forth in section 2 of this ordinance.
Deputy City Treasurer	\$15.00 - \$24.26 per hour, maximum hours to be determined by city council; no more than forty (40) hours per work week; payroll related fringe benefits.
Board of Review Member	\$40.00 per meeting per day of official Board of Review meeting attended; payment of reasonable expenses incurred.
Non-elected Contracted City Assessor	\$86,000.00 per year (\$3,307.70/bi-weekly); payroll related fringe benefits; all benefits as per contract; health insurance

### C. Public Safety

Chief of Police	\$96,140.06 per year (\$3,697.69/bi-weekly); payroll related fringe benefits; all other benefits as per contract.														
Police Officer	Payroll related fringe benefits; all other benefits as per contract														
	<table><tr><td>Entry Rate of Pay</td><td>\$23.39 per hour</td></tr><tr><td>After 12 months</td><td>\$24.03 per hour</td></tr><tr><td>After 24 months</td><td>\$25.30per hour</td></tr><tr><td>After 36 months</td><td>\$27.18 per hour</td></tr><tr><td>After 48 months</td><td>\$29.09 per hour</td></tr><tr><td>After 60 months</td><td>\$31.60 per hour</td></tr><tr><td>Corporal</td><td>\$33.18 per hour</td></tr></table>	Entry Rate of Pay	\$23.39 per hour	After 12 months	\$24.03 per hour	After 24 months	\$25.30per hour	After 36 months	\$27.18 per hour	After 48 months	\$29.09 per hour	After 60 months	\$31.60 per hour	Corporal	\$33.18 per hour
Entry Rate of Pay	\$23.39 per hour														
After 12 months	\$24.03 per hour														
After 24 months	\$25.30per hour														
After 36 months	\$27.18 per hour														
After 48 months	\$29.09 per hour														
After 60 months	\$31.60 per hour														
Corporal	\$33.18 per hour														
Admin. Assistant	\$15.28 to \$20.00 per hour; payroll related fringe benefits.														
Public Safety Ass't	\$12.84 - \$14.94 per hour; payroll related fringe benefits.														
Vehicle Escort	\$25.00 per hour; payroll related fringe benefits.														
Fire Dept Personnel	On call personnel will be paid hourly for emergency runs and up to a maximum of thirty-five (35) hours for training unless additional hours are approved by council. After the first hours they will be paid in half hour increments and payroll related fringe benefits.														
Fire Dept Shift Differential	\$141.12 per shift; paid to the officer in charge of the department during the overnight absence of the Chief.														
Fire Chief	\$18,062.74 per year; \$28.33 per hour per run; health insurance														

## Public Safety Cont'd:

Deputy Fire Chief #1	\$4,628.57 per year; \$28.33 per hour per run	
Deputy Fire Chief #2	\$4,628.57 per year; \$28.33 per hour per run	
Fire Captain	\$2,822.30 per year; \$28.33 per hour per run	
Fire Lieutenant	\$1,693.38 per year; \$28.33 per hour per run	
Fire Engineer	\$3,951.22 per year; \$28.33 per hour per run	
Fire Sergeant	\$1,354.71 per year; \$28.33 per hour per run	
Fire Corporal	\$451.57 per year; \$28.33 per hour per run	
Fire Marshall	\$3,838.34 per year; \$28.33 per hour per run	
Fire Administrator	\$18.58 - \$23.69 per hour; average twelve (12) hours per week; payroll related fringe benefits	
Fire Fighter	Entry Rate of Pay	\$18.90
	After 5 years	\$22.18
	After 10 years	\$25.26
	After 15 years	\$28.33
Probationary Fire Fighter	Entry Rate of Pay	\$13.13
	After 1 year	\$15.70
Marine Division		
Commander	\$6,000.00 per year; \$28.33 per hour per run	
Coxswain	\$1,500.00 per year; \$28.33 per hour per run	
Engineer	\$950.00 per year; \$28.33 per hour per run	
Deckhand	Entry Rate of Pay (1 year)	\$13.13
	(2-5 years)	\$18.90
	(6+ years)	\$22.18
Building Official City Engineer Zoning Administrator	\$58.71 per hour (\$97,693.44 annually) payroll related fringe benefits; all benefits as per contract	
Building Official	\$62.99 per hour; payroll related fringe benefits	

Plann Comm/HDC Bldg Dept Secretary	\$19.26 to \$26.00 per hour; no more than twenty-five (25) hours per week; Payroll related fringe benefits.
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**D. City Maintenance/Grounds/Buildings/Streets**

City Foreman	\$32.28 per hour (\$67,142.40 annually); payroll related fringe benefits; health insurance; \$1,000.00 employer paid retirement contribution to be disbursed per section 2 of this ordinance.
Assistant City Foreman	\$20.75 to \$22.73 per hour; payroll related fringe benefits; health insurance.
Laborer	\$18.00 to \$20.00 per hour; payroll related fringe benefits.
Buildings Custodian	\$19.98 per hour (\$41,558.40 annually); payroll related fringe benefits; health insurance; \$1,000 annual employer contribution for retirement to be disbursed per section 2 of this ordinance.
Cemetery Laborer	\$17.00 to \$21.44 per hour; payroll related fringe benefits.

**E. Recreation/Culture**

Librarian	\$14.00 to \$23.71 per hour; payroll related fringe benefits; health insurance; \$1,000 annual employer contribution for retirement to be disbursed per section 2 of this ordinance.
Assistant Librarian	\$13.00 to \$15.80 per hour; payroll related fringe benefits.
Recreation Director	\$49,284.18 per year (\$1,895.55/bi-weekly); payroll related fringe benefits; health insurance; \$1,000 annual employer contribution for retirement to be disbursed per section 2 of this ordinance.
Gym Attendant	\$14.00 to \$16.50 per hour; payroll related fringe benefits.
Museum Attendant	\$16.38 per hour; payroll related fringe benefits.

**Sec. 6. EFFECTIVE DATE**

The rates of compensation established herein shall become effective April 1, 2025.

Date Adopted:	March 26, 2025
Date Effective:	April 1, 2025