

SECTION XII PAYROLL ADMINISTRATION

12.1 PAY PERIODS

The FLSA requires that wages be calculated on a periodic basis consisting of twenty-eight (28) days for employees working in public safety activities, such as Police and Fire Department employees, and on a weekly basis for employees not working in public safety activities, unless an exception is granted by the Department of Labor.

12.2 PAY DAYS

The FLSA does not state when employees must be paid. The District pay days are as follows:

Employees will be paid every two weeks.

12.3 MINIMUM WAGE AND PAY SCALE SCHEDULE

The FLSA requires that The District pay an employee at least the current minimum wage, as a gross wage, minus the legally required pay deductions.

Contract Labor/ 1099- NEC	<u>As determined by contract</u>
District Clerk	\$ <u>18.00</u> - \$ <u>25.00</u> Per Hour
Deputy Clerk	\$ <u>17.00</u> - \$ <u>20.00</u> Per Hour
General Maintenance	\$15.00 - \$25.00 Per Hour
General Labor	\$12.00 - \$18.00 Per Hour
Treasurer	\$ <u>18.00</u> - \$ <u>25.00</u> Per Hour
Prosecutor	<u>As determined by contract</u>
District Attorney	<u>As determined by contract</u>
AN ADDITIONAL PAYMENT as of the date of this Ordinance's passage to the District Attorney in the sum of \$1,000.00 is authorized at the rate of \$50.00 per hour (20-hour cap) for non-The District Court litigation. (The Board acknowledges that further liability may be incurred, and The Board will address the question of further payment if and when it arises.	
Water Operator	\$28,500- <u>\$71,200</u> -Per Year

1. **PAYMENT.** Non-Exempt hourly positions shall submit a detailing of hours actually worked to the Clerk. Non-Exempt and Exempt positions are paid biweekly. Contract Labor will be paid when agreed upon work has been completed and been approved as such.
2. **CHAIRMANAL DISCRETION.** Within the variable limits established in the table above and within the constraints of the District budget, the Chairman is invested with discretion at the time of hiring or at the time of a post-hiring evaluations to adjust (either downward or upward) the amount of compensation to be paid a person filling a position.