

RESOLUTION NO. 2015-126

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, ADOPTING THE 2016 WAGE AND SALARY SCHEDULE PURSUANT TO THE RADNOR TOWNSHIP HOME RULE CHARTER

WHEREAS, Section 6.05 of the Radnor Township Home Rule Charter requires that the Board of Commissioners adopt human resource policies and procedures as part of the Township's Administrative Code; and

WHEREAS, the Administrative Code establishes pay-setting practices based upon applicable Federal, State and Township laws; and

WHEREAS, the Board of Commissioners and the Fraternal Order of Police (FOP) entered into a collective bargaining agreement with Resolution 2014-49 adopted on May 19, 2014, which sets forth base wage increases of 2.75% for all uniformed police officers effective January 1, 2016; and

WHEREAS, the Board of Commissioners and the Radnor Association of Township Employees (RATE) entered into a collective bargaining agreement with Resolution 2014-50 adopted on May 19, 2014 which sets forth base wage increases of 2.75% for all RATE employees effective January 1, 2016; and

WHEREAS, the 2016 Comprehensive Budget includes base wage increases for all non-union full and part time employees of up to 2.75% which will be based on certain effective dates and each employees' performance at the discretion of the Township Manager.

NOW, THEREFORE, be it hereby *RESOLVED* that the Board of Commissioners of Radnor Township does hereby adopt the attached Exhibit A - Wage and Salary Schedule for fiscal year 2016.

SO RESOLVED, this 14th day of December, A.D. 2015.

RADNOR TOWNSHIP

By:



Name: James C. Higgins

Title: President

ATTEST:



Name: Robert A. Zienkowski

Title: Township Manager / Secretary

Radnor Township
PROPOSED LEGISLATION



DATE: December 2, 2015

TO: Board of Commissioners

FROM: William M. White, Finance Director

A handwritten signature in black ink, appearing to read "W. White", written over the printed name "William M. White".

LEGISLATION: Resolution 2015-126 establishing the 2016 Wage and Salary schedule for all Township employees.

LEGISLATIVE HISTORY: Previously, the Board of Commissioners adopted Resolution 2014-49 approving a replacement contract agreement with the FOP which set forth a 2.75% wage increase for uniformed police officers, and Resolution 2014-50 which set forth a 2.75% wage increase for all RATE employees. Further, the 2016 Comprehensive Budget, as proposed, includes appropriations for up to 2.75% wage increases for all full and part time non-union employees.

PURPOSE AND EXPLANATION: Pursuant to the Township's Home Rule Charter and Administrative Code, and in the interest of full transparency, Resolution 2015-126 authorizes the wage adjustments for Township employees.

Please note that increases for non-union staff will be "up to" 2.75% and will be based on each employee's performance evaluation.

FISCAL IMPACT: The 2.75% increase will increase the Township's payroll and related expenses by approximately \$290,000 in 2016. This increase is built into the 2016 Comprehensive Budget, as proposed.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the December 14, 2015 Board of Commissioner meeting.

Radnor Township, PA
2016 Wage Schedule for Non-Union Staff
For the Year Beginning January 1, 2016

Count	Department	Position	Emp#	12/31/2015 % of the Year Worked	Base Annual Hourly Rate at 12/31/2015	Adjustments		1/1/2016 Hourly Rate	Notes: Other Effective Dates based on Hire or Promotion Date
						Merit Pay Increases	Base Rate Increases		
ADMINISTRATION: FULL TIME									
1	Administration	Township Manager	15	100%	\$ 96.7033	0.00%	\$ -	\$ 96.7033	
2	Administration	Executive Assistant	17	100%	\$ 38.6482	2.75%	\$ -	\$ 39.7110	
3	Finance	Finance Director	21	100%	\$ 77.7780	2.75%	\$ -	\$ 79.9169	
4	Fin / HR	Assistant Finance Director/HR Manager	29	100%	\$ 62.4317	2.75%	\$ -	\$ 64.1486	
5	Fin / HR	HR and Finance Coordinator	26	100%	\$ 37.9704	2.75%	\$ -	\$ 39.0146	
6	Finance	Revenue Coordinator	40	100%	\$ 39.7439	2.75%	\$ -	\$ 40.8369	
7	Finance	Expense Coordinator	230	100%	\$ 24.9126	2.75%	\$ -	\$ 25.5977	
8	Finance	Purchasing & Contracts Coordinator	36	100%	\$ 44.8821	2.75%	\$ -	\$ 46.1164	
9	Info. Tech.	Web, Cable and Comm. Coordinator	8	100%	\$ 33.0461	2.75%	\$ -	\$ 33.9549	
10	Info. Tech.	IT Coordinator	18	100%	\$ 34.2084	2.75%	\$ -	\$ 35.1491	
11	Comm. Dev.	Community Development Director	32	100%	\$ 49.9453	2.75%	\$ -	\$ 51.3188	
12	Comm. Dev.	Health Officer	39	100%	\$ 43.9464	2.75%	\$ -	\$ 45.1549	
13	Comm. Dev.	Codes and Inspections Officer	41	100%	\$ 38.8658	2.75%	\$ -	\$ 39.9346	
14	Comm. Dev.	Codes and Inspections Officer	33	100%	\$ 29.0597	2.75%	\$ -	\$ 29.8588	
15	Rec. Program.	Recreation Prog. Director	506	100%	\$ 53.2811	2.75%	\$ -	\$ 54.7463	
16	Rec. Program.	Recreation Program Supervisor	510	100%	\$ 33.2418	2.75%	\$ -	\$ 34.1559	
17	Police Civilians	Supervisor of Parking & Aux. Svcs.	225	100%	\$ 36.7188	2.75%	\$ -	\$ 37.7286	
18	Public Works	Public Works Director	319	100%	\$ 70.4289	2.75%	\$ -	\$ 72.3657	
19	Public Works	Superintendent Operations	327	100%	\$ 49.4214	2.75%	\$ -	\$ 50.7805	
20	Public Works	Supervisor Fleet	335	100%	\$ 41.0143	2.75%	\$ -	\$ 42.1422	
21	Public Works	Supervisor Solid Waste / Highway	337	100%	\$ 38.3111	2.75%	\$ -	\$ 39.3647	
22	Public Works	Supervisor Parks / Sewers	526	100%	\$ 38.3111	2.75%	\$ -	\$ 39.3647	
PARTIAL YEAR: EFFECTIVE ON HIRE/PROMOTION ANNIVERSARY DATE									
23	Rec. Program.	Recreation Program Coordinator	509	100%	\$ 22.5275	0.00%	\$ -	\$ 22.5275	Base Hourly Rate Increase to 23.6264 Effective 6/1/16 Based on Performance
PART-TIME: EFFECTIVE 1/1/2015									
	Finance	Cash Management Coordinator	22	100%	\$ 28.98	2.75%	\$ -	\$ 29.78	
	Info. Tech.	Information Technology Coordinator	220	100%	\$ 27.05	2.75%	\$ -	\$ 27.79	
	Comm. Dev.	Codes Official III	34	100%	\$ 42.70	2.75%	\$ -	\$ 43.87	
	Comm. Dev.	Rental Housing Inspector	n/a	100%	\$ 18.50	2.75%	\$ -	\$ 18.50	
	Comm. Dev.	Administrative Assistant	43	100%	\$ 12.67	2.75%	\$ -	\$ 13.02	
	Comm. Dev.	Fire Marshal	38	100%	\$ 35.00	0.00%	\$ -	\$ 35.00	
	Public Works	Seasonal Public Works Laborers	Various	100%	\$ 12.87	2.75%	\$ -	\$ 13.22	
	Public Works	Seasonal Public Works Laborers	Various	100%	\$ 10.82	2.75%	\$ -	\$ 11.12	
	Police	School Crossing Guards	Various	100%	\$ 15.65	2.75%	\$ -	\$ 16.08	
	Police	Parking Meter Inspectors	Various	100%	\$ 16.89	2.75%	\$ -	\$ 17.35	
	Police	Parking Meter Inspectors	Various	100%	\$ 16.44	2.75%	\$ -	\$ 16.89	

Randor Township, PA
2016 Wage Schedule for RATE (Collectively Bargained) Staff
For the Year Beginning January 1, 2016

Count	Department	Position	Emp#	Base Annual Hourly Rate at 12/31/2015	Adjustments		1/1/2016 Hourly Rate	Notes: Other Effective Dates based on Hire or Promotion Date
					Merit Pay Increases	Base Rate Increases		
1	Community Development	Administrative Assistant	35	\$ 34.3994	2.750%	\$ -	\$ 35.3454	
2	Community Development	Administrative Assistant	306	\$ 34.3994	2.750%	\$ -	\$ 35.3454	
3	Public Works	Administrative Assistant	502	\$ 34.3994	2.750%	\$ -	\$ 35.3454	
4	Police	Administrative Assistant	11	\$ 25.4859	2.750%	\$ -	\$ 26.1868	
5	Police	Administrative Assistant	234	\$ 28.0593	2.750%	\$ -	\$ 28.8309	
6	Police	Administrative Assistant	232	\$ 33.0489	2.750%	\$ -	\$ 33.9577	
7	Engineering	Administrative Assistant	304	\$ 33.0489	2.750%	\$ -	\$ 33.9577	
8	Engineering	Engineering Inspector	302	\$ 44.0827	2.750%	\$ -	\$ 45.2950	
9	PW: Building & Grounds	Skilled Laborer	534	\$ 29.2817	2.750%	\$ -	\$ 30.0869	
10	PW: Streets & Highways	Mechanic I	538	\$ 32.3812	2.750%	\$ -	\$ 33.2717	
11	PW: Streets & Highways	Mechanic I	339	\$ 30.4569	2.750%	\$ -	\$ 31.2945	
12	PW: Streets & Highways	Field Leader I	333	\$ 31.5397	2.750%	\$ -	\$ 32.4070	
13	PW: Streets & Highways	Field Leader I	338	\$ 31.5397	2.750%	\$ -	\$ 32.4070	
14	PW: Streets & Highways	Heavy Equipment	332	\$ 30.4569	2.750%	\$ -	\$ 31.2945	
15	PW: Streets & Highways	Light Equipment	529	\$ 29.8706	2.750%	\$ -	\$ 30.6920	
16	PW: Streets & Highways	Driver I	522	\$ 29.6755	2.750%	\$ -	\$ 30.4916	
17	PW: Streets & Highways	Driver I	361	\$ 29.6755	2.750%	\$ -	\$ 30.4916	
18	PW: Streets & Highways	Driver I	435	\$ 29.6755	2.750%	\$ -	\$ 30.4916	
19	PW: Streets & Highways	Driver I	570	\$ 29.6755	2.750%	\$ -	\$ 30.4916	
20	PW: Streets & Highways	Driver I	440	\$ 29.6755	2.750%	\$ -	\$ 30.4916	
21	PW: Streets & Highways	Laborer	331	\$ 29.0379	2.750%	\$ -	\$ 29.8364	
22	PW: Streets & Highways	Laborer	461	\$ 29.0379	2.750%	\$ -	\$ 29.8364	
23	PW: Solid Waste	Field Leader I	408	\$ 31.5397	2.750%	\$ -	\$ 32.4070	
24	PW: Solid Waste	Driver II	346	\$ 30.0661	2.750%	\$ -	\$ 30.8929	
25	PW: Solid Waste	Driver II	442	\$ 30.0661	2.750%	\$ -	\$ 30.8929	
26	PW: Solid Waste	Driver II	462	\$ 30.0661	2.750%	\$ -	\$ 30.8929	
27	PW: Solid Waste	Driver II	456	\$ 30.0661	2.750%	\$ -	\$ 30.8929	
28	PW: Solid Waste	Driver II	443	\$ 30.0661	2.750%	\$ -	\$ 30.8929	
29	PW: Solid Waste	Driver II	533	\$ 30.0661	2.750%	\$ -	\$ 30.8929	
30	PW: Solid Waste	Driver II	479	\$ 30.0661	2.750%	\$ -	\$ 30.8929	
31	PW: Solid Waste	Collector	450	\$ 28.9676	2.750%	\$ -	\$ 29.7642	
32	PW: Solid Waste	Collector	419	\$ 29.2372	2.750%	\$ -	\$ 30.0412	
33	PW: Solid Waste	Collector	229	\$ 28.7841	2.750%	\$ -	\$ 29.5757	
34	PW: Solid Waste	Collector	344	\$ 28.8395	2.750%	\$ -	\$ 29.6326	
35	PW: Solid Waste	Collector	409	\$ 29.0900	2.750%	\$ -	\$ 29.8900	
36	PW: Solid Waste	Collector	474	\$ 28.8369	2.750%	\$ -	\$ 29.6299	
37	PW: Solid Waste	Collector	436	\$ 28.7841	2.750%	\$ -	\$ 29.5757	
38	PW: Solid Waste	Collector	469	\$ 28.9141	2.750%	\$ -	\$ 29.7092	
39	PW: Solid Waste	Collector	433	\$ 28.9125	2.750%	\$ -	\$ 29.7076	
40	PW: Solid Waste	Collector	434	\$ 29.0977	2.750%	\$ -	\$ 29.8979	

Randor Township, PA
2016 Wage Schedule for RATE (Collectively Bargained) Staff
For the Year Beginning January 1, 2016

Count	Department	Position	Emp#	Base Annual Hourly Rate at 12/31/2015	Adjustments		1/1/2016 Hourly Rate	Notes: Other Effective Dates based on Hire or Promotion Date
					Merit Pay Increases	Base Rate Increases		
41	PW: Solid Waste	Collector	485	\$ 22.3125	2.750%	\$ -	\$ 22.9261	Base Hourly Rate Increase to \$23.6250 Effective 2/2/2016 (12 mos) and Base Hourly Rate Increases to \$24.9375 Effective 8/2/16 (18 mos)
42	PW: Solid Waste	Collector	494	\$ 22.3125	2.750%	\$ -	\$ 22.9261	Base Hourly Rate Increase to \$23.6250 Effective 1/21/2016 (12 mos) and Base Hourly Rate Increases to \$24.9375 Effective 7/21/16 (18 mos)
43	PW: Parks Maintenance	Field Leader I	535	\$ 31.5397	2.750%	\$ -	\$ 32.4070	
44	PW: Parks Maintenance	Heavy Equipment	438	\$ 30.4569	2.750%	\$ -	\$ 31.2945	
45	PW: Parks Maintenance	Light Equipment	575	\$ 29.8706	2.750%	\$ -	\$ 30.6920	
46	PW: Parks Maintenance	Light Equipment	536	\$ 29.8706	2.750%	\$ -	\$ 30.6920	
47	PW: Parks Maintenance	Light Equipment	540	\$ 29.8706	2.750%	\$ -	\$ 30.6920	
48	PW: Parks Maintenance	Driver I	342	\$ 29.6755	2.750%	\$ -	\$ 30.4916	
49	PW: Parks Maintenance	Skilled Laborer	532	\$ 29.3358	2.750%	\$ -	\$ 30.1425	
50	PW: Parks Maintenance	Laborer	755	\$ 28.8390	2.750%	\$ -	\$ 29.6321	
51	PW: Parks Maintenance	Laborer	746	\$ 28.8390	2.750%	\$ -	\$ 29.6321	
52	PW: Parks Maintenance	Laborer	531	\$ 29.0273	2.750%	\$ -	\$ 29.8255	
53	PW: Parks Maintenance	Laborer	537	\$ 28.9141	2.750%	\$ -	\$ 29.7092	
54	PW: Parks Maintenance	Laborer	572	\$ 28.8928	2.750%	\$ -	\$ 29.6874	
55	PW: Parks Maintenance	Laborer	550	\$ 28.8390	2.750%	\$ -	\$ 29.6321	
56	PW: Sanitary Sewer	Field Leader I	437	\$ 31.5397	2.750%	\$ -	\$ 32.4070	
57	PW: Sanitary Sewer	Driver I	525	\$ 29.6755	2.750%	\$ -	\$ 30.4916	
58	PW: Sanitary Sewer	Driver I	543	\$ 29.6755	2.750%	\$ -	\$ 30.4916	

Radnor Township, PA
2016 Wage Schedule for FOP (Collectively Bargained) Officers
For the Year Beginning, January 1, 2016

Count	Department	Position	Emp#	Base Annual Hourly Rate at 12/31/2015	Adjustments		4/1/2016 Hourly Rate	Notes: Other Effective Dates based on Hire or Promotion Date
					Merit Pay Increases	Base Rate Increases		
0	Police - Uniformed	Superintendent	171	\$ 80.3808	2.750%	\$ -	\$ 82.5913	
1	Police - Uniformed	Lieutenant	101	\$ 58.6105	2.750%	\$ -	\$ 60.2223	
2	Police - Uniformed	Lieutenant	114	\$ 58.6105	2.750%	\$ -	\$ 60.2223	
3	Police - Uniformed	Sergeant	110	\$ 48.8410	2.750%	\$ -	\$ 50.1842	
4	Police - Uniformed	Sergeant	126	\$ 48.8410	2.750%	\$ -	\$ 50.1842	
5	Police - Uniformed	Sergeant	134	\$ 48.8410	2.750%	\$ -	\$ 50.1842	
6	Police - Uniformed	Sergeant	163	\$ 48.8410	2.750%	\$ -	\$ 50.1842	
7	Police - Uniformed	Sergeant	142	\$ 48.8410	2.750%	\$ -	\$ 50.1842	
8	Police - Uniformed	Sergeant	161	\$ 48.8410	2.750%	\$ -	\$ 50.1842	
9	Police - Uniformed	Corporal	117	\$ 44.7711	2.750%	\$ -	\$ 46.0023	
10	Police - Uniformed	Corporal	140	\$ 44.7711	2.750%	\$ -	\$ 46.0023	
11	Police - Uniformed	Detective	158	\$ 43.9572	2.750%	\$ -	\$ 45.1660	
12	Police - Uniformed	Detective	137	\$ 43.9572	2.750%	\$ -	\$ 45.1660	
13	Police - Uniformed	Detective	139	\$ 43.9572	2.750%	\$ -	\$ 45.1660	
14	Police - Uniformed	Patrol	155	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
15	Police - Uniformed	Patrol	166	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
16	Police - Uniformed	Patrol	157	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
17	Police - Uniformed	Patrol	111	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
18	Police - Uniformed	Patrol	169	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
19	Police - Uniformed	Patrol	170	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
20	Police - Uniformed	Patrol	121	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
21	Police - Uniformed	Patrol	167	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
22	Police - Uniformed	Patrol / Traffic	159	\$ 43.9572	2.750%	\$ -	\$ 45.1660	
23	Police - Uniformed	Patrol	124	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
24	Police - Uniformed	Patrol	168	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
25	Police - Uniformed	Patrol / Traffic	128	\$ 43.9572	2.750%	\$ -	\$ 45.1660	
26	Police - Uniformed	Patrol	153	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
27	Police - Uniformed	Patrol	149	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
28	Police - Uniformed	Patrol	146	\$ 40.7011	2.750%	\$ -	\$ 41.8204	
29	Police - Uniformed	Patrol	172	\$ 34.5959	2.750%	\$ 4,349.00	\$ 35.5473	Base Hourly Rate Increase to \$37.6380 Effective 4/29/2016 (36 mos)
30	Police - Uniformed	Patrol	173	\$ 34.5959	2.750%	\$ 4,349.00	\$ 35.5473	Base Hourly Rate Increase to \$37.6380 Effective 4/29/2016 (36 mos)
31	Police - Uniformed	Patrol	176	\$ 34.5959	2.750%	\$ 4,349.00	\$ 35.5473	Base Hourly Rate Increase to \$37.6380 Effective 4/29/2016 (36 mos)
32	Police - Uniformed	Patrol	177	\$ 34.5959	2.750%	\$ 4,349.00	\$ 35.5473	Base Hourly Rate Increase to \$37.6380 Effective 4/29/2016 (36 mos)
33	Police - Uniformed	Patrol	178	\$ 34.5959	2.750%	\$ 4,349.00	\$ 35.5473	Base Hourly Rate Increase to \$37.6380 Effective 4/29/2016 (36 mos)
34	Police - Uniformed	Patrol	179	\$ 34.5959	2.750%	\$ 4,349.00	\$ 35.5473	Base Hourly Rate Increase to \$37.6380 Effective 4/29/2016 (36 mos)
35	Police - Uniformed	Patrol	181	\$ 32.5609	2.750%	\$ 4,349.00	\$ 33.4563	Base Hourly Rate Increase to \$35.5473 Effective 1/27/2016 (24 mos)
36	Police - Uniformed	Patrol	182	\$ 30.5258	2.750%	\$ 4,349.00	\$ 31.3653	Base Hourly Rate Increase to \$33.4563 Effective 3/23/2016 (18 mos)
37	Police - Uniformed	Patrol	183	\$ 30.5258	2.750%	\$ 4,349.00	\$ 31.3653	Base Hourly Rate Increase to \$33.4563 Effective 4/14/2016 (18 mos)
38	Police - Uniformed	Patrol	184	\$ 30.5258	2.750%	\$ 4,349.00	\$ 31.3653	Base Hourly Rate Increase to \$33.4563 Effective 6/16/2016 (18 mos)
39	Police - Uniformed	Patrol	185	\$ 30.5258	2.750%	\$ -	\$ 31.3653	
40	Police - Uniformed	Patrol	Vacant	\$ 30.5258	2.750%	\$ -	\$ 31.3653	Budgeted to be filled in 2015
41	Police - Uniformed	Patrol	Vacant	\$ 30.5258	2.750%	\$ -	\$ 31.3653	Budgeted to be filled in 2015
42	Police - Uniformed	Patrol	Vacant	\$ 30.5258	2.750%	\$ -	\$ 31.3653	Budgeted to be filled in 2015
43	Police - Uniformed	Patrol	Vacant	\$ 30.5258	2.750%	\$ -	\$ 31.3653	Budgeted to be filled in 2015

Radnor Township, PA
Recreation and Community Programming Department
2016 Radnor Day Camp and Summer Pre-School Camp Staff Hourly Wage Schedule

Radnor Day Camp 2016 - Pay Ranges by Position			
Position	# of Project Positions*	Minimum Hourly Rate	Maximum Hourly Rate
Director	1	\$ 15.00	\$ 23.00
Assistant Director	1	\$ 11.00	\$ 18.00
Specialty Coordinator **	6	\$ 11.00	\$ 18.00
Special Needs Support Staff	4	\$ 11.00	\$ 16.00
Lifeguard / Swim Instructor	4	\$ 8.00	\$ 11.00
Leader II ***	11	\$ 7.50	\$ 11.00
Leader I	11	\$ 7.25	\$ 10.00

Footnotes:

- * Number of projected positions is based on camp enrollment, projected not to exceed 225 participants
- ** Specific role titles for Radnor Day Camp Specialty Coordinators are subject to change
- *** Staff "Chameleon" position is included in Leader II Category. This role is responsible for filling in for an open position at the camp where assigned for the day by the Director of Camp, along with all other duties as assigned

Summer Pre-School Camp 2016 - Projected Pay Ranges by Position			
Position	# of Project Positions*	Minimum Hourly Rate	Maximum Hourly Rate
Director	1	\$ 12.00	\$ 16.00
Co-Director/Specialty Coordinator	1	\$ 9.00	\$ 15.00
Leader	6	\$ 7.25	\$ 8.50

Footnotes:

- * Number of Projected positions is based on enrollment of 40 participants
- ** Specific role titles for Pre-School Camp Specialty Coordinators are subject to change.

General Information:

1. All positions are filled through an interview/evaluation process; process starts in January
2. Position pay rates and qualifications vary based on tenure, experience, and special certifications
3. Some returning staff receive minimal wage increases which vary based on qualifications and performance
4. All positions are hired commensurate with camp enrollment which can vary
5. Staff members sometimes fulfill roles in other areas such as assisting with community events or running other programs