

Lowell Metropolitan Police Commission

Chief's Report

October 24th, 2024

Range Update: This process is moving along. We have met with the architect firm and they have provided a potential floor plan for a training facility and are working on putting together a range concept that will meet the needs of the department.

Public Safety Open House: We had a great turnout for the event and were able to interact with the community in many positive ways.

Incentive Pay: Tonight you will vote to approve the 2024 incentive pay and approve the changes for the 2025 salary ordinance regarding incentive pay. There were some items that needed further clarification and the language was cleaned up.

Hiring Process: I am asking for your approval to begin a hiring process for an officer that was added to the budget for 2025. Our last eligibility list is expired and I would like the bulk of the process to be completed near the 1st of the year.

Commendation Letter: Your documents contain a letter of commendation given to Sergeant Aaron Crawford, Officer Eric Banser, Officer Daniel Matusik, and Officer Nathaniel Ricci for their actions taken during a structure fire.

2024 Certification Pay			
Intox Operator Recertification	Pay Amount	Employee Totals	Total Pay
Aaron Crawford	\$300	Erik Matson	\$900
Erik Matson	\$300	Cynthia Bergstrom	\$400
Joseph Nowocin	\$300	Nicholas Kaczmarczyk	\$600
Daniel Matusik	\$300	David Lee	\$1,000
Eric Banser	\$300	Christopher Thompson	\$900
Mark Tonevich	\$300	Cory Burkus	\$600
James Woestman	\$300	James Woestman	\$600
Emergency Medical Responder	Pay Amount	Mark Tonevich	\$600
Eric Banser	\$400	Aaron Crawford	\$300
ILEA Instructor Recertification	Pay Amount	Eric Banser	\$700
Christopher Thompson	\$300	Matthew Philbin	\$900
Cory Burkus	\$300	Matthew DeYoung	\$600
Joseph Knight	\$300	Robert Coming	\$600
Field Training Reimbursement	Pay Amount	Daniel Matusik	\$900
None		Joseph Nowocin	\$300
IDACS Coordinator	Pay Amount	Nathaniel Ricci	\$600
Cynthia Bergstrom	\$400	Joseph Knight	\$300
Computer Voice Stress Analyzer	Pay Amount	Overall Total:	\$10,800
David Lee	\$400		
K9 Handler	Pay Amount		
Matthew Philbin	\$300		
College Pay	Pay Amount		
160 hours			
None			
120 hours	Pay Amount		
Erik Matson	\$600		
David Lee	\$600		
Nicholas Kaczmarczyk	\$600		
Christopher Thompson	\$600		
Matthew Philbin	\$600		
Matthew DeYoung	\$600		
Robert Coming	\$600		
Daniel Matusik	\$600		
Nathaniel Ricci	\$600		
60 hours	Pay Amount		
Cory Burkus	\$300		
James Woestman	\$300		
Mark Tonevich	\$300		
Overall Total:	\$10,800		

2025 Certification Pay

Select certifications will be recognized and acknowledged by a monetary payment in an amount set by the Police Commission. Said payment is designed to be made annually as the budget permits and is meant to recognize areas of certification that are not part of the employee's regular job function or description. Changes in the amount paid and/or in which certifications will be honored, is purely at the discretion of the Police Commission with recommendations from the Chief of Police. The purpose of this incentive is to maintain areas of expertise that benefit the Lowell Police Department and that would cost the department funds to have other specialist perform if not for our own personnel.

The following certifications will be recognized for the 2025 budget year:

Breath Test Operator-additional requirement, must have been re-certified and payment is only for the year the re-certification occurred-\$300

Emergency Medical Responder-additional requirement, must have been recertified and payment is only the year the recertification occurred-\$400

Computer Voice Stress Analyzer- additional requirement, must have been recertified and payment is only the year the recertification occurred-\$300

Indiana Law Enforcement Training Board Instructor Certification-additional requirement, must have been re-certified and payment is only for the year the re-certification occurred. Instructors are required to have taught no less than 12 hours of LETB certifiable hours in the previous 12 months-\$300

Field Training Officer-additional requirement, completion of no less than 10 Daily Observation Reports, D.O.R.s, in the previous 12-month period-\$200

K9 Handler--additional requirement, must have been recertified and payment is only the year the recertification occurred-\$300

IDACS Coordinator-additional requirement, must have been recertified and payment is only the year the recertification occurred and be the assigned coordinator-\$400

Sworn Officer College Credit Hours-

60 credit hours - \$300

120 credit hours - \$600

160 credit hours - \$900

Persons meeting the requirements as of December 1st shall be paid for each recognized certification. Payment will accompany the first regular paycheck in December. It is the employee's responsibility to supply the Lowell Police Department with an original copy of any certification. Certification records will be maintained by the department's training coordinator.

Police Department: General Fund/LOIT Public Safety

Police Chief (exempt) \$ 3495.10 bi-weekly(plus longevity, no holiday)

Asst Chief/1st Class Special \$ 3190.55 bi-weekly (plus longevity, no holiday)

Maximum Wage Rates:

Sergeant	\$ 36.65 (plus longevity, and holiday)
Corporal	35.60 (plus longevity, and holiday)
First Class	34.33 (plus longevity, and holiday)
Second Class	31.76 (plus holiday, no longevity)
Third Class	30.30 (plus holiday, no longevity)
Probationary	28.93 (plus holiday, no longevity)
Police Reserves	34.23 (actual lost wage rate up to stated maximum wage per hour)

Full-time:

Administrative Assistant \$ 24.10 (plus longevity, no holiday)

Clerical 18.90 (plus longevity, no holiday)

Part-time:

Police Officer \$ 28.93 (no longevity, plus holiday)

Janitor/Maintenance \$ 19.50 per hour

Uniform allowance after one year service:

Police Officers \$900 per year

Police Reserves \$300 per year

In addition to the above base hourly wage, all full-time sworn police officers above the rank of Second Class Patrolman, all full-time civilian employees, shall receive longevity pay of \$.10 per hour per year of continuous service completed, up to and including the 30th year. For the purpose of calculating, rate will begin the pay period after said anniversary date.

All police officers, except the ranks of Chief and Lieutenant, shall, in addition to the above compensation, be paid for any hours worked in excess of 86 hours per 14-day pay cycle at the rate of one and one-half (1½) times their regular hourly rate.

The maximum amount Retired Police Officers shall receive is \$3774.75 per month payable from the Metropolitan Police Pension Fund. The maximum amount a dependent of a retired police officer shall receive is \$ 2395.54 per month payable from the Metropolitan Police Pension Fund.

Certification Pay

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The following certifications will be recognized for the 2024 budget year:

Breath Test Operator - additional requirement, must have been re-certified and payment is only for the year the re-certification occurred. -\$300

Emergency Medical Responder - additional requirement, must have been recertified and payment is only the year the recertification occurred. - \$400

Computer Voice Stress Analyzer - \$300

Indiana Law Enforcement Training Board Instructor Certification - Additional requirement, must have been re-certified and payment is only for the year the re-certification occurred. Instructors are required to have taught no less than 4 hours of LETB certifiable hours in the previous 12 months. - \$300

Field Training Officer - Additional requirement, completion of no less than 20 Daily Observation Reports, D.O.R.'s, in the previous 12-month period. FTO's meeting the minimum of 20 DOR's will be paid the amount of \$10.00 per each completed DOR, up to an annual amount not to exceed \$200- \$300

K9 Handler - \$300

IDACS Coordinator - \$400

Continuing Education -
60 credit hours - \$300
120 credit hours - \$600
160 credit hours - \$900

Persons meeting the requirements as of December 1st. Shall be paid for each recognized certification. Payment will accompany the first regular paycheck in December. It is the employee's responsibility to supply the Lowell Police Department with an original copy of any certification. Certifications will be copied by the department and placed in the employee's personnel file during the time frame for which the certification is to be considered.