

**CITY OF WEST BUECHEL, KENTUCKY  
ORDINANCE NO. 319, SERIES 2025**

**AN ORDINANCE RELATING TO COMPENSATION AND CLASSIFICATION OF  
CITY EMPLOYEES IN THE CITY OF WEST BUECHEL, KENTUCKY**

WHEREAS, the City Council desires to clarify any ambiguity that may currently exist related to the compensation and classification of City Employees; and,

WHEREAS, the City Council desires to adopt this ordinance in accordance with KRS 83A.070(3); and,

WHEREAS, the City Council intends for this Ordinance to supersede any and all Ordinances which may be in conflict herewith including Ordinance 304, Series 2023.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST BUECHEL, KENTUCKY AS FOLLOWS:

**SECTION 1:** The following pay grade classifications and pay scales for all employees within the City of West Buechel, Kentucky, shall be in full force and effect as follows:

**COMMUNITY CENTER**

| <b>Title</b>               | <b>Class</b> | <b>Salary Range</b>        | <b>Hourly Range</b>      |
|----------------------------|--------------|----------------------------|--------------------------|
| Development Director       | 20           | \$41,600 – \$66,560 / year | \$20.00 – \$32.00 / hour |
| Community Center Assistant | 20           | \$41,600 – \$66,560 / year | \$20.00 – \$32.00 / hour |

**GROUNDS MAINTENANCE**

| <b>Title</b>               | <b>Class</b> | <b>Salary Range</b>        | <b>Hourly Range</b>      |
|----------------------------|--------------|----------------------------|--------------------------|
| Grounds Keeper (Full Time) | 20           | \$41,600 – \$66,560 / year | \$20.00 – \$32.00 / hour |
| Grounds Keeper (Part Time) | 20           | \$41,600 – \$66,560 / year | \$20.00 – \$32.00 / hour |

**ADMINISTRATIVE**

| <b>Title</b>                  | <b>Class</b> | <b>Salary Range</b>         | <b>Hourly Range</b>      |
|-------------------------------|--------------|-----------------------------|--------------------------|
| City Administrator            | 36           | \$90,875 – \$145,371 / year | \$43.68 – \$69.89 / hour |
| City Clerk                    | 36           | \$90,875 – \$145,371 / year | \$43.68 – \$69.89 / hour |
| Deputy Clerk                  | 30           | \$67,787 – \$108,460 / year | \$32.59 – \$52.14 / hour |
| Assistant Clerk               | 25           | \$53,102 – \$84,964 / year  | \$25.53 – \$40.85 / hour |
| Receptionist/Office Assistant | 20           | \$41,600 – \$66,560 / year  | \$20.00 – \$32.00 / hour |

## POLICE DEPARTMENT

| Title                               | Class | Salary Range                | Hourly Range             |
|-------------------------------------|-------|-----------------------------|--------------------------|
| Police Chief (Exempt – Salaried)    | 36    | \$90,875 – \$145,371 / year | \$43.68 – \$69.89 / hour |
| Assistant Chief (Exempt – Salaried) | 31    | \$71,040 – \$113,609 / year | \$34.15 – \$54.62 / hour |
| Lieutenant                          | 29    | \$64,563 – \$103,301 / year | \$31.04 – \$49.66 / hour |
| Sergeant                            | 28    | \$61,485 – \$98,376 / year  | \$29.56 – \$47.30 / hour |
| Detective                           | 27    | \$58,552 – \$93,683 / year  | \$28.15 – \$45.04 / hour |
| Police Officer II                   | 26    | \$55,765 – \$89,224 / year  | \$26.81 – \$42.90 / hour |
| Police Officer I                    | 25    | \$53,102 – \$84,964 / year  | \$25.53 – \$40.85 / hour |
| Police Recruit                      | 23    | \$52,000 – \$77,043 / year  | \$25.00 – \$37.04 / hour |

### SECTION II: Additional Provisions

- a. Probationary, part-time, seasonal, and assigned employees may be paid an amount less than the minimum salary designated for each employee.
- b. Starting salary will be based on experience and education unique to the position.
- c. Police Officers holding the rank of Police Officer, who have prior full-time sworn law enforcement service with a Kentucky police department, during which they were issued a Police Officers Professional Standards (POPS) certification by the Kentucky Law Enforcement Council (KLEC), may receive an experience-based salary adjustment in the amount of up to one percent (1%) of the lowest base rate for that rank for each full year of such qualifying service, up to a maximum of five (5) years (not to exceed a total increase of five percent (5%) over the starting base salary). This incentive shall apply only to the rank of Police Officer and shall not be available to any other rank. It shall be the sole responsibility of the officer to provide official validation of the qualifying prior years of service before the adjustment is applied.
- d. Police Officers shall receive an additional one dollar (\$1.00) per hour for all hours worked during any scheduled shift that includes time after 1:00 a.m. Shift differential pay shall apply to all hours of the qualifying shift, so long as the officer works at least three hours after 1:00 a.m.
- e. Police Officers who are certified as Police Training Officers (PTO) shall receive an additional one dollar (\$1.00) per hour for all hours worked while they are actively engaged in training a police officer who is in the on-the-job training phase. This additional pay shall apply only during the period in which the training is being conducted.
- f. Police Officer I is the classification for officers who are in the process of completing all Department of Criminal Justice Training (DOCJT) requirements. This includes (1) newly graduated recruits who have completed basic academy training but have not yet completed all post-academy training and one (1) year of service with the City, and (2) officers returning to duty who have not completed the necessary training to satisfy DOCJT requirements. Officers shall

remain in this classification until all training and certification requirements are completed and one (1) year of service with the City has been fulfilled.

g. Police Officer II is the classification for officers who have completed all required training, hold full DOCJT certification, and who have served with the City of West Buechel for at least one (1) full year.

h. Annual salary is based on 40 hours per week, 52 weeks per year. Depending on the availability of funds, cost of living increases will be considered based upon the City's fiscal year, July 1 - June 30 of each year.

i. Other factors considered for wage increases are revenue generated, cost savings, and additional workload and responsibility added to the position.

j. Whether a position is Exempt or Non-Exempt must be finally determined by the actual nature of the work being performed.

### **SECTION III.**

This Ordinance supersedes and repeals all Ordinances in conflict herewith including Ordinance 304, Series 2023.

### **SECTION IV.**

This Ordinance shall become effective upon passage, approval, and publication as required by law.

First Reading: September 11, 2025

Second Reading: October 9, 2025

Passed and Approved:

Results of the roll call Vote are as follows:

|                  | YES   | NO             | ABSTAIN |
|------------------|-------|----------------|---------|
| Samantha Blanton | _____ | <u>X</u> _____ | _____   |
| Linda Cook       | _____ | <u>X</u> _____ | _____   |
| Jerry Embry      | _____ | <u>X</u> _____ | _____   |
| Lyn Gauthier     | _____ | <u>X</u> _____ | _____   |
| Alyssa Holt      | _____ | <u>X</u> _____ | _____   |
| Ashley Stewart   | _____ | <u>X</u> _____ | _____   |
| Danielle Wood    | _____ | <u>X</u> _____ | _____   |

Mayor Brenda Moore

Brenda Moore, Mayor

ATTEST:

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Gwen Brown, City Clerk