

VILLAGE OF SHERRARD

517 Third Street - P.O. Box 279
Sherrard IL 61281
Phone: (309) 593-2415 Fax: (309) 593-2961
Email: sherrardvillagehall@frontier.com
Website: www.sherrardil.org

Village Clerk
Theresa A. Johnson

President
Terry L. Ayers

Treasurer
Bonnie L. Schwab

AGREEMENT FOR WAGES PAID POLICE CHIEF

AGREEMENT made this 6th day of June, 2011 between Daniel Smith, Police Chief, and the Village of Sherrard as follows:

1. Daniel Smith agrees to follow and abide by the Job Description set forth for the Police Chief by the Village, County of Mercer, and State of Illinois.
2. Police Chief position is part-time. Hours of work are variable and set by the Police Chief, as he deems necessary.
3. Pay rate is \$13.00 per hour with a 0% - 3% merit increase possible each year.
4. If Police Chief works a Holiday, he shall receive time-and-one-half (1 ½) which equals \$19.50 per hour.
5. Police Officer will receive an annual Uniform/Equipment Allowance. Expense over \$250.00 must have Board Approval.
6. Police Chief will be on the payroll. He will provide the Village with current W-4 and IL W-4 forms.
7. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
8. Police Chief will provide copies of Driver's License; Social Security Card; FOID Card; and any additional copies of paperwork required in the employee file.
9. Village will provide a cell phone for the Police Chief's use. He will be required to answer cell phone for emergencies.
10. Police Chief and/or other officers are required to check answering machine at Police Station twice a day (morning and evening) for messages left.
11. The Village will NOT pay the following:
 - a. Vacation and/or Sick days
 - b. Mileage to/from Village
 - c. Holiday Pay for Holidays not worked
 - d. Insurance and/or other benefits
12. Effective date is July 1, 2011.

Both parties agree to the above terms and conditions. One copy will be kept in the Employee's Personnel File and one will be given to the Employee for his records.

Daniel Smith

Village of Sherrard

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AGREEMENT FOR WAGES PAID WATER/SEWER SUPERINTENDENT

AGREEMENT made this 6th day of June, 2011 between Dave Maynard and the Village of Sherrard as follows:

1. Dave Maynard agrees to follow and abide by the Job Description set forth for the Water/Sewer Superintendent.
2. Dave will act as the third backup for any Water/Sewer department duties.
3. If in the absence of the Regular Water/Sewer Superintendent, the Village calls on Dave for assistance, he will be paid \$25.00 for up to an hour.
4. If Dave is required to stay longer than one (1) hour, he will be paid the rate of \$25.00 per hour.
5. Dave will provide copies of Driver's License; Social Security Card; and any additional copies of paperwork required in the employee file.
6. Dave will be on the payroll. He will provide the Village with current W-4 and IL W-4 forms.
7. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
8. The Village will NOT pay the following:
 - a. Vacation and/or Sick days
 - b. Mileage to/from Village
 - c. Holiday Pay
 - d. Insurance and/or other benefits
9. Effective date is July 1, 2011.

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Dave Maynard

Village of Sherrard

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AGREEMENT FOR WAGES PAID BUILDING INSPECTOR

AGREEMENT made this 6th day of June, 2011 between Jerald Parker, Building Inspector, and the Village of Sherrard as follows:

1. Jerald Parker agrees to follow and abide by the Job Description set forth for the Building Inspector by the Village, County and State.
2. This position is on an as-needed basis.
3. Pay rate is 35% of the total cost of permits for each month, with a maximum pay of \$350.00 per Permit.
4. Pay will be the First (1st) of each month.
5. Building Inspector will be on the payroll. He will provide the Village with current W-4 and IL W-4 forms.
6. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
7. Building Inspector will provide copies of Driver's License; Social Security Card; and any additional copies of paperwork required in the employee file.
8. Village will provide a cell phone for business use.
9. The Village will NOT pay the following:
 - a. Mileage to/from Village
 - b. Insurance and/or other benefits
 - c. Vacation and/or Sick days
 - d. Holiday Pay
10. Effective date is July 1, 2011.

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Jerald Parker

Village of Sherrard

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AGREEMENT FOR WAGES PAID MAINTENANCE

AGREEMENT made this 6th day of June, 2011 between Jerald Parker, Maintenance, and the Village of Sherrard as follows:

1. Jerald Parker agrees to follow and abide by the Job Description set forth for the Maintenance Department by the Village.
2. This position is part-time. Hours of work are various for General Maintenance including Mowing and Snow Plowing.
3. Pay rate is \$9.27 per hour. Jerald will be paid for Maintenance hours from General Fund and from Water/Sewer Operations for Water & Sewer areas of work.
4. Jerald will mow Village Hall, Park, Police Station and Road Banks through General Fund and the Pump House and Treatment Plant through Water/Sewer at a rate of \$9.27 per hour.
5. Jerald will charge the Village an Equipment Rental fee for the use of his mowing equipment.
6. Pay will be the First (1st) of each month.
7. Maintenance will be on the payroll. He will provide the Village with current W-4 and IL W-4 forms.
8. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
9. Maintenance will provide copies of Driver's License; Social Security Card; and any additional copies of paperwork required in the employee file.
10. Village will provide a cell phone for business use.
11. The Village will NOT pay the following:
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 - b. Insurance and/or other benefits
 - c. Vacation and/or Sick days
 - d. Holiday Pay
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Jerald Parker

Village of Sherrard

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AGREEMENT FOR WAGES PAID POLICE OFFICER

AGREEMENT made this 6th day of June, 2011 between Merle Curphy, Police Officer, and the Village of Sherrard as follows:

1. Merle Curphy agrees to follow and abide by the Job Description set forth for the Police Department by the Village, County of Mercer, and State of Illinois.
2. Police Officer position is part-time. Hours of work are variable and set by the Police Chief, as he deems necessary.
3. Pay rate is \$11.50 per hour with a 0% - 3% merit increase possible each year.
4. If Police Officer works a Holiday, he shall receive time-and-one-half (1 ½) which equals \$17.25 per hour.
5. Police Officer will receive an annual Uniform/Equipment Allowance. Expense over \$250.00 must have Board Approval.
6. Police Officer will be on the payroll. He will provide the Village with current W-4 and IL W-4 forms.
7. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
8. Police Officer will provide copies of Driver's License; Social Security Card; FOID Card; and any additional copies of paperwork required in the employee file.
9. Police Officers are required to check answering machine at the Police Station twice a day (morning and evening) for messages left. This is coordinated with the Police Chief.
10. The Village will NOT pay the following:
 - a. Vacation and/or Sick days
 - b. Mileage to/from Village
 - c. Holiday Pay for Holidays not worked
 - d. Insurance and/or other benefits
11. Effective date is July 1, 2011.

Both parties agree to the above terms and conditions. One copy will be kept in the Employee's Personnel File and one will be given to the Employee for his records.

Merle Curphy

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AGREEMENT FOR WAGES PAID POLICE OFFICER

AGREEMENT made this 6th day of June, 2011 between Merle Curphy, Police Officer, and the Village of Sherrard as follows:

1. Merle Curphy agrees to follow and abide by the Job Description set forth for the Police Department by the Village, County of Mercer, and State of Illinois.
2. Police Officer position is part-time. Hours of work are variable and set by the Police Chief, as he deems necessary.
3. Pay rate is \$11.50 per hour with a 0% - 3% merit increase possible each year.
4. If Police Officer works a Holiday, he shall receive time-and-one-half (1 ½) which equals \$17.25 per hour.
5. Police Officer will receive an annual Uniform/Equipment Allowance. Expense over \$250.00 must have Board Approval.
6. Police Officer will be on the payroll. He will provide the Village with current W-4 and IL W-4 forms.
7. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
8. Police Officer will provide copies of Driver's License; Social Security Card; FOID Card; and any additional copies of paperwork required in the employee file.
9. Police Officers are required to check answering machine at the Police Station twice a day (morning and evening) for messages left. This is coordinated with the Police Chief.
10. The Village will NOT pay the following:
 - a. Vacation and/or Sick days
 - b. Mileage to/from Village
 - c. Holiday Pay for Holidays not worked
 - d. Insurance and/or other benefits
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Merle Curphy

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AGREEMENT FOR WAGES PAID POLICE OFFICER

AGREEMENT made this 6th day of June, 2011 between Troy Hunzeker, Police Officer, and the Village of Sherrard as follows:

1. Troy Hunzeker agrees to follow and abide by the Job Description set forth for the Police Department by the Village, County of Mercer, and State of Illinois.
2. Police Officer position is part-time. Hours of work are variable and set by the Police Chief, as he deems necessary.
3. Pay rate is \$9.02 per hour with a 0% - 3% merit increase possible each year.
4. If Police Officer works a Holiday, he shall receive time-and-one-half (1 ½) which equals \$13.53 per hour.
5. Police Officer will receive an annual Uniform/Equipment Allowance. Expense over \$250.00 must have Board Approval.
6. Police Officer will be on the payroll. He will provide the Village with current W-4 and IL W-4 forms.
7. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
8. Police Officer will provide copies of Driver's License; Social Security Card; FOID Card; and any additional copies of paperwork required in the employee file.
9. Police Officers are required to check answering machine at the Police Station twice a day (morning and evening) for messages left. This is coordinated with the Police Chief.
10. The Village will NOT pay the following:
 - a. Vacation and/or Sick days
 - b. Mileage to/from Village
 - c. Holiday Pay for Holidays not worked
 - d. Insurance and/or other benefits
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Troy Hunzeker

Village of Sherrard

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AGREEMENT FOR WAGES PAID WATER & SEWER ASSISTANT SUPERINTENDENT AND MAINTENANCE SUPERVISOR

AGREEMENT made this 6th day of June, 2011 between Jason Ellis, Water & Sewer Assistant Superintendent and Maintenance Supervisor, and the Village of Sherrard as follows:

1. Jason Ellis agrees to follow and abide by the Job Description set forth for the Water & Sewer Assistant Superintendent and Maintenance Supervisor by the Village, County of Mercer, and State of Illinois, including the Illinois EPA.
2. These positions are full time. Hours of work are as needed to complete the jobs required, and on an on-call basis for emergencies (i.e., water/sewer problems, snow plowing, etc.).
3. Pay rate is \$13.52 per hour with an annual Performance Review of 0% - 3% merit increase each year. Jason will be paid for Maintenance Supervisor hours from General Fund and from Water/Sewer Operations for Water & Sewer Assistant Superintendent. Overtime is at \$20.28 per hour. Employee will earn four (4) hours Vacation per pay period for a total of eight (8) hours per month. ALL VACATIONS MUST BE APPROVED BY VILLAGE PRESIDENT.
4. Upon passing his State Sewer License, an additional \$3,000.00 will be added to Jason's annual pay. This will make his hourly rate \$14.96.
5. Upon passing his State Water License, an additional \$3,000.00 will be added to Jason's annual pay. This will make his hourly rate \$16.40.
6. Upon passing BOTH Sewer and Water Licenses, the Village will reimburse Jason for the cost of his classes through Black Hawk.
7. Pay dates will be on the 1st of each month (for the 16th - 31st) and the 16th of each month (for the 1st - 15th).
8. Paid Holidays as per the Holiday Schedule set by the Village will be followed.
9. Village will provide a cell phone for business use.
10. Water & Sewer Assistant Superintendent and Maintenance Supervisor will be on the payroll. He will provide the Village with current W-4 and IL W-4 forms.
11. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
12. Water & Sewer Assistant Superintendent and Maintenance Supervisor will provide copies of Driver's License; Social Security Card; and any additional copies of paperwork required.
13. The Village will NOT pay the following:
 - a. Mileage to/from Village
 - b. Insurance and/or other benefits
14. Effective Date is July 1, 2011.

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Jason Ellis

Village of Sherrard

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AGREEMENT FOR WAGES PAID WATER BILLING CLERK

AGREEMENT made this 6th day of June, 2011 between Susanne Pasdach, Water Billing Clerk, and the Village of Sherrard as follows:

1. Susanne Pasdach agrees to follow and abide by the Job Description set forth for the Water Billing Clerk by the Village.
2. Water Billing Clerk position is part-time. Hours of work are variable and set by the Water Billing Clerk on an as-needed basis.
3. Pay rate is \$13.00 per hour with a 0% - 3% merit increase possible each year. She will log hours worked on a Time Sheet and keep an Activity Log. Thirty (30) minutes minimum per incident.
4. Water Billing Clerk will be on the payroll. She will provide the Village with current W-4 and IL W-4 forms.
7. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
8. Water Billing Clerk will provide copies of Driver's License; Social Security Card; and any additional copies of paperwork required in the employee file.
9. The Village will NOT pay the following:
 - a. Vacation and/or Sick days
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10. Effective date is July 1, 2011.

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Susanne Pasdach

Village of Sherrard

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AGREEMENT FOR WAGES PAID VILLAGE CLERK

AGREEMENT made this 6th day of June, 2011 between Theresa Johnson, Village Clerk, and the Village of Sherrard as follows:

1. Theresa Johnson agrees to follow and abide by the Job Description set forth for the Village Clerk by the Village, County of Mercer, and State of Illinois.
2. Village Clerk position is full time flex. Hours of work are from 8:00 a.m. to 5:00 p.m. Monday, Tuesday, Thursday, and Friday, with lunch from 11:00 a.m. to 12:00 p.m.; 8:00 a.m. to 11:00 a.m. on Wednesday; and 8:00 a.m. to 12:00 p.m. seasonal Saturdays as needed. Village Clerk will set her Saturdays to work each month and post them for the public. If overtime is required, she will work it.
3. Pay rate for Village Clerk is \$13.00 per hour, with a 0% - 3% merit increase possible each year. Overtime is at \$19.50 per hour. Employee will earn four (4) hours Vacation per pay period for a total of eight (8) hours per month.
4. Village Clerk is required to attend Village Board Meetings on the 1st & 3rd Mondays of each month and any Special Board Meetings called at a pay rate of \$30.00 per meeting.
5. Village Clerk is required to attend Committee Meetings as Clerical at a rate of \$6.00 per hour.
6. Pay dates will be on the 1st of each month (for the 16th - 31st) and the 16th of each month (for the 1st - 15th).
7. Holidays are included in regular pay. The Holiday Schedule set by the Village will be followed.
8. Village Clerk will be on the payroll. She will provide the Village with current W-4 and IL W-4 forms.
9. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
10. Village Clerk will provide copies of Driver's License; Social Security Card; and any additional copies of paperwork required in the employee file.
11. The Village will NOT pay the following:
 - a. Mileage to/from Village
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12. Effective date is July 1, 2011.

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Theresa Johnson

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AGREEMENT FOR WAGES PAID WATER SUPERINTENDENT

AGREEMENT made this 6th day of June, 2011 between Perry A. Whan, Water/Sewer Superintendent and the Village of Sherrard as follows:

1. Perry A. Whan agrees to follow and abide by the Job Description set forth for the Water/Sewer Superintendent.
2. Perry A. Whan agrees to a reduction in pay from \$800.00 per month to \$500.00 per month effective June 1, 2011. Perry will continue at this rate until Jason Ellis acquires his Water License and his Sewer License. At that time, Perry will no longer be employed as Water/Sewer Superintendent by the Village, except as a backup for any absence.
3. If in the absence of the Regular Water/Sewer Superintendent, the Village calls on Perry for assistance, he will be paid \$25.00 for up to an hour.
4. If Perry is required to stay longer than one (1) hour, he will be paid the rate of \$25.00 per hour.
5. Perry will provide copies of Driver's License; Social Security Card; and any additional copies of paperwork required in the employee file.
6. Perry will be on the payroll. He will provide the Village with current W-4 and IL W-4 forms.
7. Village will deduct payroll taxes, as required, and will issue a Form W-2 at year end.
8. The Village will NOT pay the following:
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Perry A. Whan

Village of Sherrard