

AN ORDINANCE TO AMEND
TITLE 2
OF THE CODE OF EMMITSBURG
ENTITLED
ADMINISTRATION AND PERSONNEL

BE IT RESOLVED, ENACTED AND ORDAINED BY THE Mayor and Board of Commissioners of the Town of Emmitsburg, Maryland that Chapters 2.50.030 of the Emmitsburg Municipal Code be amended as follows:

The amended section of this regulation reads as follows with new wording indicated in **BOLD CAPITAL** letters and deleted words in [strikeout]

CHAPTER 2.50.30 SALARY STRUCTURE

Town Of Emmitsburg Salary Structure—Fiscal Year ~~2014~~ **2018**
for July 1, ~~2010~~ **2017** w/ **WITH** 0% COLA factor approved

See following pages

SALARY CHART (Part 1 of 4)

Position	Grade		3.50%			3.00%
			Base	Step 1	Step 2	
Labors (unskilled)	1	Annual Salary	\$24,523.74	\$25,382.07	\$26,143.53	
		Biweekly Salary	\$943.22	\$976.23	\$1,005.52	
		Hourly Rate	\$11.79	\$12.20	\$12.57	
	2	Annual Salary	\$25,879.63	\$26,785.42	\$27,588.98	
		Biweekly Salary	\$995.37	\$1,030.21	\$1,061.11	
		Hourly Rate	\$12.44	\$12.88	\$13.26	
Water & Sewer Trainee	3	Annual Salary	\$27,043.92	\$27,990.46	\$28,830.17	
		Biweekly Salary	\$1,040.15	\$1,076.56	\$1,108.85	
		Hourly Rate	\$13.00	\$13.46	\$13.86	
Public Works Employee Water/ Sewer Operator Receptionist	4	Annual Salary	\$29,475.65	\$30,507.30	\$31,422.52	
		Biweekly Salary	\$1,133.68	\$1,173.36	\$1,208.56	
		Hourly Rate	\$14.17	\$14.67	\$15.11	
Office Manager	5	Annual Salary	\$33,300.11	\$34,465.61	\$35,499.58	
		Biweekly Salary	\$1,280.77	\$1,325.60	\$1,365.37	
		Hourly Rate	\$16.01	\$16.57	\$17.07	
Maintenance Accounting Tech Water/ Sewer Skilled Laborer	6	Annual Salary	\$38,170.97	\$39,506.95	\$40,692.16	
		Biweekly Salary	\$1,468.11	\$1,519.50	\$1,565.08	
		Hourly Rate	\$18.35	\$18.99	\$19.56	
Public Works Supervisor	7	Annual Salary	\$39,055.24	\$40,422.17	\$41,634.84	
		Biweekly Salary	\$1,502.12	\$1,554.70	\$1,601.34	
		Hourly Rate	\$18.78	\$19.43	\$20.02	
Town Clerk	8	Annual Salary	\$42,002.81	\$43,472.91	\$44,777.10	
		Biweekly Salary	\$1,615.49	\$1,672.03	\$1,722.20	
		Hourly Rate	\$20.19	\$20.90	\$21.53	
Inspector	9	Annual Salary	\$44,950.38	\$46,523.64	\$47,919.35	
		Biweekly Salary	\$1,728.86	\$1,789.37	\$1,843.05	
		Hourly Rate	\$21.61	\$22.37	\$23.04	
	10	Annual Salary	\$47,666.97	\$49,335.31	\$50,815.37	
		Biweekly Salary	\$1,833.35	\$1,897.51	\$1,954.44	
		Hourly Rate	\$22.92	\$23.72	\$24.43	
Planner/ Accountant Water & Sewer Superintendent Public Works Superintendent	11	Annual Salary	\$52,385.98	\$54,219.49	\$55,846.07	
		Biweekly Salary	\$2,014.85	\$2,085.36	\$2,147.93	
		Hourly Rate	\$25.19	\$26.07	\$26.85	
Town Manager	12	Annual Salary	\$81,434.49	\$84,284.70	\$86,813.24	
		Biweekly Salary	\$3,132.10	\$3,241.72	\$3,338.97	
		Hourly Rate	\$39.15	\$40.52	\$41.74	

SALARY CHART CONTINUED (Part 2 of 4)

Position	Grade	3.00%			2.00%	2.00%
			Step 3	Step 4	Step 5	
Labors (unskilled)	1	Annual Salary	\$26,927.84	\$27,466.40	\$28,015.72	
		Biweekly Salary	\$1,035.69	\$1,056.40	\$1,077.53	
		Hourly Rate	\$12.95	\$13.20	\$13.47	
	2	Annual Salary	\$28,416.65	\$28,984.98	\$29,564.68	
		Biweekly Salary	\$1,092.95	\$1,114.81	\$1,137.10	
		Hourly Rate	\$13.66	\$13.94	\$14.21	
Water & Sewer Trainee	3	Annual Salary	\$29,695.08	\$30,288.98	\$30,894.76	
		Biweekly Salary	\$1,142.12	\$1,164.96	\$1,188.26	
		Hourly Rate	\$14.28	\$14.56	\$14.85	
Public Works Employee Water/ Sewer Operator Receptionist	4	Annual Salary	\$32,365.19	\$33,012.50	\$33,672.75	
		Biweekly Salary	\$1,244.82	\$1,269.71	\$1,295.11	
		Hourly Rate	\$15.56	\$15.87	\$16.19	
Office Manager	5	Annual Salary	\$36,564.57	\$37,295.86	\$38,041.78	
		Biweekly Salary	\$1,406.33	\$1,434.46	\$1,463.15	
		Hourly Rate	\$17.58	\$17.93	\$18.29	
Maintenance Accounting Tech Water/ Sewer Skilled Laborer	6	Annual Salary	\$41,912.93	\$42,751.19	\$43,606.21	
		Biweekly Salary	\$1,612.04	\$1,644.28	\$1,677.16	
		Hourly Rate	\$20.15	\$20.55	\$20.96	
Public Works Supervisor	7	Annual Salary	\$42,883.88	\$43,741.56	\$44,616.39	
		Biweekly Salary	\$1,649.38	\$1,682.37	\$1,716.02	
		Hourly Rate	\$20.62	\$21.03	\$21.45	
Town Clerk	8	Annual Salary	\$46,120.41	\$47,042.82	\$47,983.67	
		Biweekly Salary	\$1,773.86	\$1,809.34	\$1,845.53	
		Hourly Rate	\$22.17	\$22.62	\$23.07	
Inspector	9	Annual Salary	\$49,356.93	\$50,344.07	\$51,350.95	
		Biweekly Salary	\$1,898.34	\$1,936.31	\$1,975.04	
		Hourly Rate	\$23.73	\$24.20	\$24.69	
	10	Annual Salary	\$52,339.83	\$53,386.63	\$54,454.36	
		Biweekly Salary	\$2,013.07	\$2,053.33	\$2,094.40	
		Hourly Rate	\$25.16	\$25.67	\$26.18	
Planner/ Accountant Water & Sewer Superintendent Public Works Superintendent	11	Annual Salary	\$57,521.46	\$58,671.89	\$59,845.32	
		Biweekly Salary	\$2,212.36	\$2,256.61	\$2,301.74	
		Hourly Rate	\$27.65	\$28.21	\$28.77	
Town Manager	12	Annual Salary	\$89,417.64	\$91,205.99	\$93,030.11	
		Biweekly Salary	\$3,439.14	\$3,507.92	\$3,578.08	
		Hourly Rate	\$42.99	\$43.85	\$44.73	

SALARY CHART CONTINUED (Part 3 of 4)

Position	Grade		1.50%	1.50%	1.50%
			Step 6	Step 7	Step 8
Labors (unskilled)	1	Annual Salary	\$28,435.96	\$28,862.50	\$29,295.44
		Biweekly Salary	\$1,093.69	\$1,110.10	\$1,126.75
		Hourly Rate	\$13.67	\$13.88	\$14.08
	2	Annual Salary	\$30,008.15	\$30,458.27	\$30,915.15
		Biweekly Salary	\$1,154.16	\$1,171.47	\$1,189.04
		Hourly Rate	\$14.43	\$14.64	\$14.86
Water & Sewer Trainee	3	Annual Salary	\$31,358.18	\$31,828.55	\$32,305.98
		Biweekly Salary	\$1,206.08	\$1,224.18	\$1,242.54
		Hourly Rate	\$15.08	\$15.30	\$15.53
Public Works Employee Water/ Sewer Operator Receptionist	4	Annual Salary	\$34,177.84	\$34,690.50	\$35,210.86
		Biweekly Salary	\$1,314.53	\$1,334.25	\$1,354.26
		Hourly Rate	\$16.43	\$16.68	\$16.93
Office Manager	5	Annual Salary	\$38,612.41	\$39,191.59	\$39,779.46
		Biweekly Salary	\$1,485.09	\$1,507.37	\$1,529.98
		Hourly Rate	\$18.56	\$18.84	\$19.12
Maintenance Accounting Tech Water/ Sewer Skilled Laborer	6	Annual Salary	\$44,260.30	\$44,924.21	\$45,598.07
		Biweekly Salary	\$1,702.32	\$1,727.85	\$1,753.77
		Hourly Rate	\$21.28	\$21.60	\$21.92
Public Works Supervisor	7	Annual Salary	\$45,285.64	\$45,964.92	\$46,654.40
		Biweekly Salary	\$1,741.76	\$1,767.88	\$1,794.40
		Hourly Rate	\$21.77	\$22.10	\$22.43
Town Clerk	8	Annual Salary	\$48,703.43	\$49,433.98	\$50,175.49
		Biweekly Salary	\$1,873.21	\$1,901.31	\$1,929.83
		Hourly Rate	\$23.42	\$23.77	\$24.12
Inspector	9	Annual Salary	\$52,121.22	\$52,903.04	\$53,696.58
		Biweekly Salary	\$2,004.66	\$2,034.73	\$2,065.25
		Hourly Rate	\$25.06	\$25.43	\$25.82
	10	Annual Salary	\$55,271.18	\$56,100.25	\$56,941.75
		Biweekly Salary	\$2,125.81	\$2,157.70	\$2,190.07
		Hourly Rate	\$26.57	\$26.97	\$27.38
Planner/ Accountant Water & Sewer Superintendent Public Works Superintendent	11	Annual Salary	\$60,743.00	\$61,654.15	\$62,578.96
		Biweekly Salary	\$2,336.27	\$2,371.31	\$2,406.88
		Hourly Rate	\$29.20	\$29.64	\$30.09
Town Manager	12	Annual Salary	\$94,425.56	\$95,841.94	\$97,279.57
		Biweekly Salary	\$3,631.75	\$3,686.23	\$3,741.52
		Hourly Rate	\$45.40	\$46.08	\$46.77

SALARY CHART CONTINUED (Part 4 of 4)

Position	Grade		1.50%	1.50%	1.50%	1.50%
			Step 9	Step 10	Step 11	Step 12
Labors (unskilled)	1	Annual Salary	\$29,734.87	\$30,180.89	\$30,633.60	\$31,093.11
		Biweekly Salary	\$1,143.65	\$1,160.80	\$1,178.22	\$1,195.89
		Hourly Rate	\$14.30	\$14.51	\$14.73	\$14.95
	2	Annual Salary	\$31,378.88	\$31,849.56	\$32,327.30	\$32,812.21
		Biweekly Salary	\$1,206.88	\$1,224.98	\$1,243.36	\$1,262.01
		Hourly Rate	\$15.09	\$15.31	\$15.54	\$15.78
Water & Sewer Trainee	3	Annual Salary	\$32,790.57	\$33,282.43	\$33,781.66	\$34,288.39
		Biweekly Salary	\$1,261.18	\$1,280.09	\$1,299.29	\$1,318.78
		Hourly Rate	\$15.76	\$16.00	\$16.24	\$16.48
Public Works Employee Water/ Sewer Operator Receptionist	4	Annual Salary	\$35,739.03	\$36,275.11	\$36,819.24	\$37,371.53
		Biweekly Salary	\$1,374.58	\$1,395.20	\$1,416.12	\$1,437.37
		Hourly Rate	\$17.18	\$17.44	\$17.70	\$17.97
Office Manager	5	Annual Salary	\$40,376.16	\$40,981.80	\$41,596.53	\$42,220.47
		Biweekly Salary	\$1,552.93	\$1,576.22	\$1,599.87	\$1,623.86
		Hourly Rate	\$19.41	\$19.70	\$20.00	\$20.30
Maintenance Accounting Tech Water/ Sewer Skilled Laborer	6	Annual Salary	\$46,282.04	\$46,976.27	\$47,680.92	\$48,396.13
		Biweekly Salary	\$1,780.08	\$1,806.78	\$1,833.88	\$1,861.39
		Hourly Rate	\$22.25	\$22.58	\$22.92	\$23.27
Public Works Supervisor	7	Annual Salary	\$47,354.21	\$48,064.53	\$48,785.49	\$49,517.28
		Biweekly Salary	\$1,821.32	\$1,848.64	\$1,876.37	\$1,904.51
		Hourly Rate	\$22.77	\$23.11	\$23.45	\$23.81
Town Clerk	8	Annual Salary	\$50,928.12	\$51,692.04	\$52,467.42	\$53,254.44
		Biweekly Salary	\$1,958.77	\$1,988.16	\$2,017.98	\$2,048.25
		Hourly Rate	\$24.48	\$24.85	\$25.22	\$25.60
Inspector	9	Annual Salary	\$54,502.03	\$55,319.56	\$56,149.35	\$56,991.59
		Biweekly Salary	\$2,096.23	\$2,127.68	\$2,159.59	\$2,191.98
		Hourly Rate	\$26.20	\$26.60	\$26.99	\$27.40
	10	Annual Salary	\$57,795.88	\$58,662.82	\$59,542.76	\$60,435.90
		Biweekly Salary	\$2,222.92	\$2,256.26	\$2,290.11	\$2,324.46
		Hourly Rate	\$27.79	\$28.20	\$28.63	\$29.06
Planner/ Accountant Water & Sewer Superintendent Public Works Superintendent	11	Annual Salary	\$63,517.64	\$64,470.41	\$65,437.47	\$66,419.03
		Biweekly Salary	\$2,442.99	\$2,479.63	\$2,516.83	\$2,554.58
		Hourly Rate	\$30.54	\$31.00	\$31.46	\$31.93
Town Manager	12	Annual Salary	\$98,738.77	\$100,219.85	\$101,723.14	\$103,248.99
		Biweekly Salary	\$3,797.64	\$3,854.61	\$3,912.43	\$3,971.12
		Hourly Rate	\$47.47	\$48.18	\$48.91	\$49.64

Biweekly salary is calculated by dividing the annual salary by twenty-six (26) pays.

Annual salary is the hourly rate multiplied by two thousand eighty (2,080) hours.

Part-time employee's annual and biweekly salary will be different than chart shows.

BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall take effect on the date on which the Mayor approves the Ordinance after passing by the Board of Commissioners or on the date on which the Board of Commissioners passes the Ordinance over the veto of the Mayor.


PASSED this 5th day of June, 2017
by a vote of 5 for, 0 against, 0 absent, and 0 abstain.

ATTEST:

EMMITSBURG BOARD OF COMMISSIONERS:



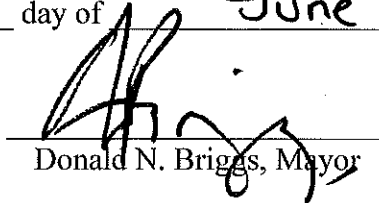
Madeline Shaw, Town Clerk



Timothy O'Donnell, President

MAYOR


APPROVED VETOED
this 5th day of June, 2017.



Donald N. Briggs, Mayor

I hereby certify that the foregoing Ordinance has been posted as required by Chapter 2.04 of the Emmitsburg Municipal Code.

6/06/2017
Date:



Madeline Shaw, Town Clerk