

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

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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 Chart

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Town of Emmitsburg Salary Structure - **FISCAL YEAR 2017 FOR JULY 1, 2016**  
**With 2% COLA factor approved**

*See next page*

Town Of Emmitsburg Salary Structure - Fiscal Year 2017

for July 1, 2016 w/ 2% COLA factor approved

3.50% 3.00% 3.00% 2.00% 2.00% 1.50% 1.50% 1.50% 1.50% 1.50% 1.50%

Position	Grade		Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
Labors (unskilled)	1	Annual Salary	\$24,523.74	\$25,382.07	\$26,143.53	\$26,927.84	\$27,466.39	\$28,015.72	\$28,435.96	\$28,862.50	\$29,295.43	\$29,734.86	\$30,180.89	\$30,633.80	\$31,093.10
		Biweekly Salary	\$943.22	\$976.23	\$1,005.52	\$1,035.69	\$1,056.40	\$1,077.53	\$1,093.69	\$1,110.10	\$1,126.75	\$1,143.65	\$1,160.80	\$1,178.22	\$1,195.89
		Hourly Rate	\$11.79	\$12.20	\$12.57	\$12.96	\$13.20	\$13.47	\$13.67	\$13.88	\$14.08	\$14.30	\$14.51	\$14.73	\$14.95
	2	Annual Salary	\$25,879.63	\$26,785.41	\$27,588.98	\$28,416.65	\$28,984.98	\$29,564.68	\$30,008.15	\$30,458.27	\$30,915.14	\$31,378.87	\$31,849.56	\$32,327.30	\$32,812.21
		Biweekly Salary	\$995.37	\$1,030.21	\$1,061.11	\$1,092.95	\$1,114.81	\$1,137.10	\$1,154.16	\$1,171.47	\$1,189.04	\$1,206.88	\$1,224.98	\$1,243.36	\$1,262.01
		Hourly Rate	\$12.44	\$12.88	\$13.26	\$13.66	\$13.94	\$14.21	\$14.43	\$14.64	\$14.86	\$15.09	\$15.31	\$15.54	\$15.78
Sewer/ Water Trainee	3	Annual Salary	\$27,043.92	\$27,990.45	\$28,830.17	\$29,695.07	\$30,288.97	\$30,894.75	\$31,358.17	\$31,828.55	\$32,305.97	\$32,790.56	\$33,282.42	\$33,781.66	\$34,288.38
		Biweekly Salary	\$1,040.15	\$1,076.56	\$1,108.85	\$1,142.12	\$1,164.96	\$1,188.26	\$1,206.08	\$1,224.17	\$1,242.54	\$1,261.18	\$1,280.09	\$1,299.29	\$1,318.78
		Hourly Rate	\$13.00	\$13.46	\$13.85	\$14.28	\$14.56	\$14.85	\$15.08	\$15.30	\$15.53	\$15.76	\$16.00	\$16.24	\$16.48
Public Works Employee Sewer/Water Operator Receptionist	4	Annual Salary	\$29,475.65	\$30,507.30	\$31,422.52	\$32,365.20	\$33,012.50	\$33,672.75	\$34,177.84	\$34,690.51	\$35,210.87	\$35,739.03	\$36,275.12	\$36,819.24	\$37,371.53
		Biweekly Salary	\$1,133.68	\$1,173.36	\$1,208.56	\$1,244.82	\$1,269.71	\$1,295.11	\$1,314.53	\$1,334.25	\$1,354.26	\$1,374.58	\$1,395.20	\$1,416.12	\$1,437.37
		Hourly Rate	\$14.17	\$14.67	\$15.11	\$15.56	\$15.87	\$16.19	\$16.43	\$16.68	\$16.93	\$17.18	\$17.44	\$17.70	\$17.97
Parking Enforcement	5	Annual Salary	\$33,300.11	\$34,465.62	\$35,499.58	\$36,564.57	\$37,295.86	\$38,041.78	\$38,612.41	\$39,191.59	\$39,779.47	\$40,376.16	\$40,981.80	\$41,596.53	\$42,220.48
		Biweekly Salary	\$1,280.77	\$1,325.60	\$1,365.37	\$1,406.33	\$1,434.46	\$1,463.15	\$1,485.09	\$1,507.37	\$1,529.98	\$1,552.93	\$1,576.22	\$1,599.87	\$1,623.86
		Hourly Rate	\$16.01	\$16.57	\$17.07	\$17.58	\$17.93	\$18.29	\$18.56	\$18.84	\$19.12	\$19.41	\$19.70	\$20.00	\$20.30
Maintenance Accounting Assistant Sewer/Water Skilled Laborer	6	Annual Salary	\$38,170.97	\$39,506.96	\$40,692.16	\$41,912.93	\$42,751.19	\$43,606.21	\$44,280.31	\$44,924.21	\$45,598.07	\$46,282.04	\$46,976.27	\$47,680.92	\$48,396.13
		Biweekly Salary	\$1,488.11	\$1,519.50	\$1,565.08	\$1,612.04	\$1,644.28	\$1,677.16	\$1,702.32	\$1,727.85	\$1,753.77	\$1,780.08	\$1,806.78	\$1,833.88	\$1,861.39
		Hourly Rate	\$18.35	\$18.99	\$19.56	\$20.15	\$20.55	\$20.96	\$21.28	\$21.60	\$21.92	\$22.25	\$22.58	\$22.92	\$23.27
Public Works Supervisor	7	Annual Salary	\$39,055.24	\$40,422.17	\$41,634.84	\$42,883.89	\$43,741.56	\$44,615.39	\$45,285.64	\$45,964.92	\$46,654.39	\$47,354.21	\$48,064.52	\$48,785.49	\$49,517.27
		Biweekly Salary	\$1,502.12	\$1,554.70	\$1,601.34	\$1,649.38	\$1,682.37	\$1,716.02	\$1,741.76	\$1,767.88	\$1,794.40	\$1,821.32	\$1,848.64	\$1,876.37	\$1,904.51
		Hourly Rate	\$18.78	\$19.43	\$20.02	\$20.62	\$21.03	\$21.45	\$21.77	\$22.10	\$22.43	\$22.77	\$23.11	\$23.45	\$23.81

Town Clerk Zoning Technician	8	Annual Salary	\$42,002.81	\$43,472.91	\$44,777.10	\$46,120.41	\$47,042.82	\$47,993.67	\$48,703.43	\$49,433.98	\$50,175.49	\$50,928.12	\$51,682.05	\$52,467.43	\$53,264.44
		Biweekly Salary	\$1,615.49	\$1,672.04	\$1,722.20	\$1,773.86	\$1,809.34	\$1,845.53	\$1,873.21	\$1,901.31	\$1,929.83	\$1,958.77	\$1,988.16	\$2,017.98	\$2,048.25
		Hourly Rate	\$20.19	\$20.90	\$21.53	\$22.17	\$22.62	\$23.07	\$23.42	\$23.77	\$24.12	\$24.48	\$24.85	\$25.22	\$25.60
Inspector	9	Annual Salary	\$44,950.38	\$46,523.64	\$47,919.35	\$49,356.93	\$50,344.07	\$51,350.95	\$52,121.21	\$52,903.03	\$53,696.58	\$54,502.02	\$55,319.55	\$56,149.35	\$56,991.59
		Biweekly Salary	\$1,728.86	\$1,789.37	\$1,843.05	\$1,898.34	\$1,936.31	\$1,975.04	\$2,004.66	\$2,034.73	\$2,065.25	\$2,096.23	\$2,127.68	\$2,159.59	\$2,191.98
		Hourly Rate	\$21.61	\$22.37	\$23.04	\$23.73	\$24.20	\$24.69	\$25.06	\$25.43	\$25.82	\$26.20	\$26.60	\$26.99	\$27.40
	10	Annual Salary	\$47,666.97	\$49,335.31	\$50,815.37	\$52,339.83	\$53,386.63	\$54,454.36	\$55,271.17	\$56,100.24	\$56,941.75	\$57,795.87	\$58,662.81	\$59,542.75	\$60,435.89
		Biweekly Salary	\$1,833.34	\$1,897.51	\$1,954.44	\$2,013.07	\$2,053.33	\$2,094.40	\$2,125.81	\$2,157.70	\$2,190.07	\$2,222.92	\$2,256.26	\$2,290.11	\$2,324.46
		Hourly Rate	\$22.92	\$23.72	\$24.43	\$25.16	\$25.67	\$26.18	\$26.57	\$26.97	\$27.38	\$27.79	\$28.20	\$28.63	\$29.06
Planner/Accountant Water & Sewer Superintendent Public Works Superintendent	11	Annual Salary	\$52,385.98	\$54,219.49	\$55,846.07	\$57,521.45	\$58,671.88	\$59,845.32	\$60,743.00	\$61,654.15	\$62,578.96	\$63,517.64	\$64,470.41	\$65,437.46	\$66,419.02
		Biweekly Salary	\$2,014.85	\$2,085.36	\$2,147.93	\$2,212.36	\$2,256.61	\$2,301.74	\$2,336.27	\$2,371.31	\$2,406.88	\$2,442.99	\$2,479.63	\$2,516.83	\$2,554.58
		Hourly Rate	\$25.19	\$26.07	\$26.85	\$27.65	\$28.21	\$28.77	\$29.20	\$29.64	\$30.09	\$30.54	\$31.00	\$31.46	\$31.93
Town Manager	12	Annual Salary	\$81,434.49	\$84,284.70	\$86,813.24	\$89,417.64	\$91,205.99	\$93,030.11	\$94,425.56	\$95,841.95	\$97,279.58	\$98,738.77	\$100,219.85	\$101,723.15	\$103,249.00
		Biweekly Salary	\$3,132.10	\$3,241.72	\$3,338.97	\$3,439.14	\$3,507.92	\$3,578.08	\$3,631.75	\$3,686.23	\$3,741.52	\$3,797.65	\$3,854.61	\$3,912.43	\$3,971.12
		Hourly Rate	\$39.15	\$40.52	\$41.74	\$42.99	\$43.85	\$44.73	\$45.40	\$46.08	\$46.77	\$47.47	\$48.18	\$48.91	\$49.64

Biweekly Salary is calculated by dividing the Annual Salary by 26 pays.

Annual Salary is The Hourly Rate (unrounded) Multiplied by 2080 Hours

Part Time Employees Annual and Biweekly Salary May be Different Than Chart Shows

proof: \$485,889.88

\$18,688.07

\$233.60

BE IT FURTHER RESOLVED, 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 pass the Ordinance over the veto of the Mayor.

PASSED this 6<sup>th</sup> day of September, 2016, by a vote of 3 for, 2 against, 0 absent, and 0 abstain.

ATTEST:

EMMITSBURG BOARD OF COMMISSIONERS

By: Amy Naill  
Amy Naill, Recording Secretary

Timothy O'Donnell  
Timothy O'Donnell, President

APPROVED  VETOED

this 6<sup>th</sup> day of September, 2016

Donald N. Briggs  
Donald N. Briggs, Mayor