



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

Co-Chair George Smiley, Seventh District
Co-Chair John Cartier, Eighth District

October 8, 2024
4:00 PM

VIRTUAL ZOOM WEBINAR MEETING** &
LOUIS L. REDDING CITY/COUNTY BUILDING
1ST FLOOR COUNCIL CHAMBERS
800 N. FRENCH STREET, WILMINGTON, DE 19801

AGENDA

A. Call To Order/Roll Call

B. Approval of Minutes

C. Review/Discussion of Resolution(s)

R24-175: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER WITH DOCUMENT TECHNOLOGY SYSTEMS FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$63,000.00

Prime Sponsor(s): Mr. Smiley, Mr. Cartier

D. Review/Discussion of Ordinance(s)

°24-141: AMEND THE PAY PLAN AND RATES OF PAY FOR HOURLY RATED CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFFILIATE LOCAL 459 AND ADOPT THE REVISED CLASS SPECIFICATION FOR TELEVISION GROUTER EQUIPMENT OPERATOR FOR THE DEPARTMENT OF PUBLIC WORKS

Prime Sponsor(s): Ms. Hartley-Nagle

°24-143: DECLARING TAX PARCEL 24-003.00-020 AS SURPLUS LAND AND AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE DOCUMENTS NECESSARY TO TRANSFER SAID LAND TO VETERANS WATCHMAKERS INITIATIVE FOR \$267,000

Prime Sponsor(s): Mr. Bell

°24-144: AUTHORIZING THE ISSUANCE OF UP TO \$40,000,000 IN A GENERAL OBLIGATION BOND THROUGH THE U.S. ENVIRONMENTAL PROTECTION AGENCY ACTING BY AND THROUGH THE ADMINISTRATOR OF THE ENVIRONMENTAL PROTECTION AGENCY FOR THE DEPARTMENT OF PUBLIC WORKS CHRISTINA RIVER FORCE MAIN REHABILITATION PROJECT

Prime Sponsor(s): Mr. Sheldon, Mr. Carter

°24-145: AMEND THE FY2025 CAPITAL PROGRAM AND BUDGET: INCREASE BOND AUTHORIZATIONS IN THE AMOUNT UP TO \$40,000,000 TO THE DEPARTMENT OF PUBLIC WORKS, CHRISTINA RIVER FORCE MAIN REHABILITATION PROJECT

Prime Sponsor(s): Mr. Sheldon, Mr. Carter

°24-146: AMEND THE FY2025 CAPITAL PROGRAM AND BUDGET BY REDUCING BOND AUTHORIZATIONS IN THE AMOUNT OF \$403,310 IN THE ELECTRICAL VEHICLE INFRASTRUCTURE CAPITAL PROJECT AND AMEND THE GRANTS BUDGET BY APPROPRIATING \$403,310 FROM THE U.S. DEPARTMENT OF ENERGY TO THE EECBG EV INFRASTRUCTURE DOE GRANT FOR THE DEPARTMENT OF PUBLIC WORKS

Prime Sponsor(s): Mr. Sheldon, Mr. Carter

°24-147: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 7 ("PROPERTY MAINTENANCE CODE"), SECTION 7.01.002 ("AMENDMENTS TO THE INTERNATIONAL PROPERTY MAINTENANCE CODE") REGARDING RUBBISH AND GARBAGE CONTAINERS

Prime Sponsor(s): Mr. Tackett

°24-148: AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES FOR THE CLASS SPECIFICATION OF ASSISTANT CHIEF OF EMERGENCY COMMUNICATIONS FOR THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF EMERGENCY COMMUNICATIONS

Prime Sponsor(s): Ms. Hartley-Nagle

°24-149: TO ADOPT THE CLASS SPECIFICATION OF SENIOR ASSISTANT COUNTY ATTORNEY AND TO AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE AND NON-UNION CLASSIFIED SERVICE EMPLOYEES TO MAKE ORGANIZATIONAL CHANGES FOR THE FIRST ASSISTANT COUNTY ATTORNEY CLASS SPECIFICATION IN THE DEPARTMENT OF ADMINISTRATION, OFFICE OF LAW

Prime Sponsor(s): Ms. Hartley-Nagle

°24-150: AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS AND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME (AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES) AFL-CIO AND ITS AFFILIATE, LOCAL 3109

Prime Sponsor(s): Ms. Hartley-Nagle

°24-151: AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES, NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE, NON-UNION CLASSIFIED SERVICE ROW OFFICE EMPLOYEES, NON-UNION UNCLASSIFIED SERVICE ROW OFFICE EMPLOYEES AND CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY FRATERNAL ORDER OF POLICE (FOP) LODGE #5 SWORN DEPUTY SHERIFFS

Prime Sponsor(s): Ms. Hartley-Nagle

E. New Castle County Grant Requests/Community Events

-10/8/24 Grant Matrix

F. Expense and Revenue Round Table

G. Other

H. Public Comment**I. Adjournment****AGENDA POSTED: October 1, 2024**

*The agenda is posted (7) seven days in advance of the scheduled meeting in compliance with 29 *Del. C.* Section 10004(e)(2). The meeting may go into Executive Session to address issues that arise at the time of the meeting.

**Under Title 29, Section 10006A of *Delaware Code*, New Castle County Council is holding this meeting as a telephone and video conference, utilizing  Webinar. In addition, this meeting is open to the public in Council Chambers (800 N. French Street, Wilmington, DE 19801). The link to join the meeting via computer, smart device, or smart phone is : <https://zoom.us/j/377322142> You may also call into the meeting (audio) using the following call in numbers: 1-312-626-6799 or +1-646-558-8656 or +1-346-248-7799 or +1-669-900-9128 or +1-253-215-8782 or +1-301-715-8592. Then enter the Webinar ID: 377 322 142. If you do not have a good connection with one, please try the others. Additional information regarding phone functionality during the meeting is available at: <https://support.zoom.us/hc/en-us/articles/360029527911-Live-Training-Webinars>

Meeting materials, including a meeting agenda, legislation to be addressed during the meeting, and other materials related to the meeting are electronically accessible at <https://www.nccde.org/2351/Agendas-and-Minutes> Members of the public joining the meeting may be provided an opportunity to make comments in real time. A comment period will be administered by a moderator to ensure everyone may have an opportunity to comment.

If permitted to comment, you will not be able to speak until called upon by the moderator. For those appearing virtually, there are functions in the program that allow you to do this. Please see the link in the previous paragraph.

Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested By: Administration/Technology
Date of introduction: October 8, 2024

RESOLUTION NO. 24-175

AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER WITH DOCUMENT TECHNOLOGY SYSTEMS FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$63,000.00

1 **WHEREAS**, *New Castle County Code* § 2.02.004 requires that all contracts involving
2 expenditures of funds in excess of \$50,000.00 in aggregate to one vendor in a fiscal year,
3 which are not competitively bid, be approved by Resolution of County Council; and
4

5 **WHEREAS**, this purchase order for \$63,000.00 is for the annual standard
6 maintenance and support fee for the TrakRecord Software used by the Office of the Recorder
7 of Deeds.
8

9 **WHEREAS**, in addition, this purchase order requires approval by County Council as
10 the expenditure of funds to this vendor has already exceeded the threshold of \$150,000.00
11 for Professional Services / Software in aggregate to one vendor in a fiscal year.
12

13 **NOW, THEREFORE, BE IT RESOLVED** by and for the County Council of New Castle
14 County that County Council hereby approves the contract listed on the attached Exhibit "A,"
15 entitled "New Castle County Purchase Requisition/Justification Form," as a valid contract in
16 excess of \$50,000.00 pursuant to *New Castle County Code* § 2.02.004.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

SYNOPSIS: This Resolution approves the execution of the listed purchase order.

Department of Administration, Office of Technology and Administrative Services

Document Technology Systems \$63,000.00

FISCAL IMPACT: This Resolution authorizes the execution of one purchase order totaling \$63,000.00. Funding is included in the FY2025 Approved Operating Budget in the Department of Administration, Office of Technology and Administrative Services.

Michael Smith
Chief Financial Officer

REQUISITIONER INFORMATION				VENDOR INFORMATION					
NAME	Kathleen Green			FISCAL YR	2025	NAME	Document Technology Systems		
DEPARTMENT	ADMINISTRATION_12			FUND	100 GENERAL	ADDRESS	525 W. Portage Trail Ext.		
ORGANIZATION	10124001 ADMIN - TECHNOLOGY						Cuyahoga Falls, OH 44223		
PHONE	302 395-5257			REQ#	2025/2506662				
DELIVERY LOCATION	87 Reads Way New Castle, DE 19720								
SEND VENDOR PO	☐ YES		☒ NO			CONTACT NAME			
CURRENT VENDOR	☒ YES		☐ NO			PHONE	330-928-5311		EXT
VENDOR #	100840					EMAIL	mswihart@dts-doc.com		FAX #

ADDITIONAL NOTES	

Prime Sponsor(s): Ms. Hartley-Nagle
Requested by: Administration/HR
Date of introduction: September 17, 2024

ORDINANCE NO. 24-141

**AMEND THE PAY PLAN AND RATES OF PAY FOR HOURLY RATED
CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC
EMPLOYEES COUNCIL 81, AFSCME, AFFILIATE LOCAL 459 AND ADOPT THE
REVISED CLASS SPECIFICATION FOR TELEVISION GROUTER EQUIPMENT
OPERATOR FOR THE DEPARTMENT OF PUBLIC WORKS**

1 **WHEREAS**, the Department of Public Works has determined the class
2 specification for Television Grouter Equipment Operator needs to be updated to reflect
3 the work currently being performed; and
4

5 **WHEREAS**, the Department of Public Works has determined that it is necessary
6 to make changes to the Pay Grade for the class specification of Television Grouter
7 Equipment Operator; and
8

9 **WHEREAS**, it is recommended that the Pay Grade for the class specification
10 Television Grouter Equipment Operator be changed from Pay Grade 19H to Pay Grade
11 20H; and
12

13 **WHEREAS**, the Human Resources Advisory Board at its meeting on July 18,
14 2024, reviewed the revisions to the class specification for Television Grouter Equipment
15 Operator and recommended the change from Pay Grade 19H to Pay Grade 20H on the
16 Pay Plan and Rates of Pay for Hourly Rated Classified Service Employees Represented
17 by the Delaware Public Employees Council 81, AFSCME, Affiliate Local 459; and
18

19 **WHEREAS**, the Chief Human Resources Officer concurs with the
20 recommendation of the Human Resources Advisory Board.
21

22 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
23

24 Section 1. The revised Class Specification for Television Grouter Equipment
25 Operator is adopted as set forth in Exhibit "A."
26

27 Section 2. The Pay Plan and Rates of Pay for Hourly Rated Classified Service
28 Employees Represented by the Delaware Public Employees Council 81, AFSCME,
29 Affiliate Local 459, effective July 1, 2023 through June 30, 2024, is hereby amended by
30 adding the material that is underscored and deleting the material that is stricken as set
31 forth in Exhibit "B."
32

33 Section 3. The Pay Plan and Rates of Pay for Hourly Rated Classified Service
34 Employees Represented by the Delaware Public Employees Council 81, AFSCME,
35 Affiliate Local 459, effective July 1, 2024 through June 30, 2025, is hereby amended by
36 adding the material that is underscored and deleting the material that is stricken as set
37 forth in Exhibit "C."

38 Section 4. The Pay Plan and Rates of Pay for Hourly Rated Classified Service
39 Employees Represented by the Delaware Public Employees Council 81, AFSCME,
40 Affiliate Local 459, effective July 1, 2025, is hereby amended by adding the material that
41 is underscored and deleting the material that is stricken as set forth in Exhibit "D."

42
43 Section 5. This Ordinance shall become effective immediately upon its adoption
44 by County Council and approval by the County Executive, or as otherwise provided in 9
45 *Del. C. § 1156*.

46
47 Section 6. It is the intent of the County Council that the provisions of this
48 Ordinance shall be effective retroactive to February 22, 2024.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, changes the Pay Grade for the position title of Television Grouter Equipment Operator from Pay Grade 19H to Pay Grade 20H on the Pay Plan and Rates of Pay for Hourly Rated Classified Service Employees Represented by the Delaware Public Employees Council 81, AFSCME, Affiliate Local 459, and adopts the revised class specification, as recommended by the Human Resources Advisory Board.

It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to February 22, 2024.

FISCAL IMPACT: This Ordinance, if approved, changes the Pay Grade for the position title of Television Grouter Equipment Operator from Pay Grade 19H to Pay Grade 20H on the Pay Plan and Rates of Pay for Hourly Rated Classified Service Employees Represented by the Delaware Public Employees Council 81, AFSCME, Affiliate Local 459, and adopts the revised class specification, as recommended by the Human Resources Advisory Board.

There are currently three filled positions with the title of Television Grouter Equipment Operator. The estimated fiscal impact (Salaries/Wages and Benefits) of reclassifying the three employees currently in these positions is \$23,921 in FY2025, \$18,273 in FY2026 and \$18,742 in FY2027.

NEW CASTLE COUNTY GOVERNMENT

Number 0824

Page 1 of 2

CLASS SPECIFICATION

Date DRAFT

Title: TELEVISION/GROUTER EQUIPMENT OPERATOR

GENERAL STATEMENT OF DUTIES: Operates television camera to inspect sewer linee—s and uses a sealing mechanism to repair defects in sewer lines; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class operates a television camera and grouter (sealing mechanism) to inspect pipe for defects. The grouter is used to test and seal the line when defects are found. This employee is responsible for maintaining the grouter and auxiliary equipment and must be able to detect malfunctions in the television camera and its electronic components as well as replace malfunctioning components. This employee supervises Trades Helpers and ~~may supervise direct other personnel within the section who are needed in the operation to setup the job location, and perform pre-cleaning, or setup maintenance of traffic in order to complete the issued work orders. This employee is under direct supervision.~~

EXAMPLES OF WORK: (Illustrative only)

- Using CCTV television camera and related equipment accurately observes, records, and documents conditions and reports observations in computer using PACP codes as outlined in NASSCO's PACP Reference Manual; ~~Uploads data and completed videos to the CCTV software;~~
- ~~— Operates a personal computer and other related equipment in the course of the work;~~
- Positions the equipment, cables, and cable reels and directs the movement of a ~~television~~CCTV camera and grouter mechanism through the sewer pipeline;
- Operates a television system and observes the television picture of the sewer line on a monitor to locate cracks, holes, drop lines, and other defects in the sewer line; Operates the grouter (sealing mechanism) to repair defects in the sewer line when detected;
- ~~Operates locator and sounding equipment to mark out defects for repair;~~
- Performs ~~and schedules~~ preventive and corrective maintenance on the CCTV ~~and equipment,~~ grouting equipment, ~~and~~ generator;
- ~~—~~ Checks the electronic components of the ~~television~~CCTV system using an electronic test meter and replaces malfunctioning components when necessary;
- Mixes chemicals in correct proportions that form a gel which is used to repair the sewer line;
-

NEW CASTLE COUNTY GOVERNMENT

Number 0824

CLASS SPECIFICATION

Page 2 of 2

Date DRAFT

Title: TELEVISION/GROUTER EQUIPMENT OPERATOR

- Directs the assembly and set up of the ~~television~~-CCTV camera and grouter with cable lines;
- Keeps a daily log of sewer lines inspected; **Creates and updates work orders in the CMMS system;**
- **Operates a handheld GPS unit to collect and log manhole location data;**
- Drives truck **and off-road vehicles** which houses the ~~television~~-CCTV and grouting equipment; Stores all components for safe transportation;
- ~~Performs~~ operator maintenance on the truck;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service; Operates a personal computer, and other related equipment in the course of the work.

REQUIRED KNOWLEDGE. SKILLS AND ABILITIES: Good knowledge of the operation of ~~television~~-CCTV equipment including the skill and ability to test this equipment to locate malfunctions and to do repairs; good knowledge of the principles and methods used in constructing sewer lines; ability to operate the grouter and to mix the chemicals used in the grouter; ability to repair the grouter and auxiliary mechanical equipment; ability to supervise; ability to record data and keep accurate records pertaining to sewer lines **and CCTV inspections**; ability to take photographs; mechanical aptitude;

MINIMUM QUALIFICATIONS: At least three (3) years' experience in the construction of sewer lines or closely related experience in public works maintenance, with at least one year experience in the repair of ~~television~~-CCTV equipment, and completion of a high school diploma or GED; some course work in technical electronic training; or an equivalent combination of education, experience and training directly related to the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: Possession of a valid Delaware class D driver's license or its equivalent. Must pass a Class II County physical examination.

HISTORY OF REVISIONS:

Established: 07/01/73
 Revised: 04/29/74
 Revised: 10/04/88
 Revised: 03/20/89
 Revised: 01/01/91
 Revised: 01/01/96
 Revised: 03/01/00
 Revised: 07/02/02
 Revised: 06/24/16
 Revised: 06/14/23

**PAY PLAN AND RATES OF PAY FOR
HOURLY RATED CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY THE
DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFFILIATE LOCAL 459**

EXHIBIT B

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
CUSTODIAN	12H	15.27	16.05	16.86	17.73	18.61	19.55	20.54	21.58	22.66	23.80	24.99
COMMUNITY SERVICES SPECIALIST I MAINTENANCE AND CONSTRUCTION WORKER	14H	16.86	17.73	18.61	19.55	20.54	21.58	22.66	23.80	24.99	26.23	27.56
COMMUNITY SERVICES SPECIALIST II	15H	17.73	18.61	19.55	20.54	21.58	22.66	23.80	24.99	26.23	27.56	28.93
AUTOMOTIVE MECHANIC HELPER	16H	18.61	19.55	20.54	21.58	22.66	23.80	24.99	26.23	27.56	28.93	30.38
BUILDING MAINTENANCE APPRENTICE	16H											
CARPENTER APPRENTICE	16H											
ELECTRICIAN APPRENTICE	16H											
MOTOR EQUIPMENT OPERATOR I	16H											
PUMPING STATION MECHANIC APPRENTICE	16H											
TRADES HELPER	16H											
TREE TRIMMER HELPER	16H											
WASTEWATER TREATMENT PLANT OPERATOR TRAINEE	16H											
SENIOR CUSTODIAN	17H	19.55	20.54	21.58	22.66	23.80	24.99	26.23	27.56	28.93	30.38	31.90
HEATING, VENTILATION & AIR CONDITIONING APPRENTICE	18H	20.54	21.58	22.66	23.80	24.99	26.23	27.56	28.93	30.38	31.90	33.51
MOTOR EQUIPMENT OPERATOR II	18H											
PIPELAYER	18H											
PLUMBER APPRENTICE	18H											
BUILDING MAINTENANCE MECHANIC	19H	21.58	22.66	23.80	24.99	26.23	27.56	28.93	30.38	31.90	33.51	35.18
CARPENTER	19H											
MASON	19H											
PAINTER	19H											
TELEVISION/GROUTER EQUIPMENT OPERATOR	19H											
WASTEWATER TREATMENT PLANT OPERATOR	19H											
AUTOMOTIVE MECHANIC	20H	22.66	23.80	24.99	26.23	27.56	28.93	30.38	31.90	33.51	35.18	36.93
BARN MANAGER	20H											
CREW CHIEF I	20H											
MOTOR EQUIPMENT OPERATOR III	20H											
PUMPING STATION MECHANIC	20H											
TELEVISION/GROUTER EQUIPMENT OPERATOR	20H											
WELDER	20H											
UTILITY TECHNICIAN	20H											
ELECTRICIAN	21H	23.80	24.99	26.23	27.56	28.93	30.38	31.90	33.51	35.18	36.93	38.79
HEATING, VENTILATION & AIR CONDITIONING JOURNEYPEPERSON	21H											
JUNIOR ELECTRONICS TECHNICIAN	21H											
MASON SUPERVISOR	21H											
MASTER CARPENTER	21H											
PAINTER SUPERVISOR	21H											
PIPELAYER SUPERVISOR	21H											
PLUMBER	21H											
SENIOR WASTEWATER TREATMENT PLANT OPERATOR	21H											
TREE TRIMMER	21H											
SENIOR ELECTRICIAN	22H	24.99	26.23	27.56	28.93	30.38	31.90	33.51	35.18	36.93	38.79	40.72
CREW CHIEF II	23H	26.23	27.56	28.93	30.38	31.90	33.51	35.18	36.93	38.79	40.72	42.76
ELECTRONICS TECHNICIAN	23H											
PLANT OPERATIONS TECHNICIAN	23H											
SERVICE REQUEST COORDINATOR	23H											
TREE SURGEON	23H											

Effective: 07/01/2023 - 06/30/2024 (Ordinance 22-125)

Revised: 02/22/2024 (Ordinance 24-xxxx)

**PAY PLAN AND RATES OF PAY FOR
HOURLY RATED CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY THE
DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFFILIATE LOCAL 459**

EXHIBIT C

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
CUSTODIAN	12H	15.65	16.45	17.28	18.17	19.08	20.04	21.05	22.12	23.23	24.40	25.61
COMMUNITY SERVICES SPECIALIST I MAINTENANCE AND CONSTRUCTION WORKER	14H	17.28	18.17	19.08	20.04	21.05	22.12	23.23	24.40	25.61	26.89	28.25
COMMUNITY SERVICES SPECIALIST II	15H	18.17	19.08	20.04	21.05	22.12	23.23	24.40	25.61	26.89	28.25	29.65
AUTOMOTIVE MECHANIC HELPER	16H	19.08	20.04	21.05	22.12	23.23	24.40	25.61	26.89	28.25	29.65	31.14
BUILDING MAINTENANCE APPRENTICE	16H											
CARPENTER APPRENTICE	16H											
ELECTRICIAN APPRENTICE	16H											
MOTOR EQUIPMENT OPERATOR I	16H											
PUMPING STATION MECHANIC APPRENTICE	16H											
TRADES HELPER	16H											
TREE TRIMMER HELPER	16H											
WASTEWATER TREATMENT PLANT OPERATOR TRAINEE	16H											
SENIOR CUSTODIAN	17H	20.04	21.05	22.12	23.23	24.40	25.61	26.89	28.25	29.65	31.14	32.70
HEATING, VENTILATION & AIR CONDITIONING APPRENTICE	18H	21.05	22.12	23.23	24.40	25.61	26.89	28.25	29.65	31.14	32.70	34.35
MOTOR EQUIPMENT OPERATOR II	18H											
PIPELAYER	18H											
PLUMBER APPRENTICE	18H											
BUILDING MAINTENANCE MECHANIC	19H	22.12	23.23	24.40	25.61	26.89	28.25	29.65	31.14	32.70	34.35	36.06
CARPENTER	19H											
MASON	19H											
PAINTER	19H											
TELEVISION/GROUTER EQUIPMENT OPERATOR	19H											
WASTEWATER TREATMENT PLANT OPERATOR	19H											
AUTOMOTIVE MECHANIC	20H	23.23	24.40	25.61	26.89	28.25	29.65	31.14	32.70	34.35	36.06	37.85
BARN MANAGER	20H											
CREW CHIEF I	20H											
MOTOR EQUIPMENT OPERATOR III	20H											
PUMPING STATION MECHANIC	20H											
TELEVISION/GROUTER EQUIPMENT OPERATOR	20H											
WELDER	20H											
UTILITY TECHNICIAN	20H											
ELECTRICIAN	21H	24.40	25.61	26.89	28.25	29.65	31.14	32.70	34.35	36.06	37.85	39.76
HEATING, VENTILATION & AIR CONDITIONING JOURNEYPEPERSON	21H											
JUNIOR ELECTRONICS TECHNICIAN	21H											
MASON SUPERVISOR	21H											
MASTER CARPENTER	21H											
PAINTER SUPERVISOR	21H											
PIPELAYER SUPERVISOR	21H											
PLUMBER	21H											
SENIOR WASTEWATER TREATMENT PLANT OPERATOR	21H											
TREE TRIMMER	21H											
SENIOR ELECTRICIAN	22H	25.61	26.89	28.25	29.65	31.14	32.70	34.35	36.06	37.85	39.76	41.74
CREW CHIEF II	23H	26.89	28.25	29.65	31.14	32.70	34.35	36.06	37.85	39.76	41.74	43.83
ELECTRONICS TECHNICIAN	23H											
PLANT OPERATIONS TECHNICIAN	23H											
SERVICE REQUEST COORDINATOR	23H											
TREE SURGEON	23H											

Effective: 07/01/2024 - 06/30/2025 (Ordinance 22-125)

Revised: 02/22/2024 (Ordinance 24-xxxx)

**PAY PLAN AND RATES OF PAY FOR
HOURLY RATED CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY THE
DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFFILIATE LOCAL 459**

EXHIBIT D

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
CUSTODIAN	12H	16.04	16.86	17.71	18.62	19.56	20.54	21.58	22.67	23.81	25.01	26.25
COMMUNITY SERVICES SPECIALIST I MAINTENANCE AND CONSTRUCTION WORKER	14H	17.71	18.62	19.56	20.54	21.58	22.67	23.81	25.01	26.25	27.56	28.96
COMMUNITY SERVICES SPECIALIST II	15H	18.62	19.56	20.54	21.58	22.67	23.81	25.01	26.25	27.56	28.96	30.39
AUTOMOTIVE MECHANIC HELPER	16H	19.56	20.54	21.58	22.67	23.81	25.01	26.25	27.56	28.96	30.39	31.92
BUILDING MAINTENANCE APPRENTICE	16H											
CARPENTER APPRENTICE	16H											
ELECTRICIAN APPRENTICE	16H											
MOTOR EQUIPMENT OPERATOR I	16H											
PUMPING STATION MECHANIC APPRENTICE	16H											
TRADES HELPER	16H											
TREE TRIMMER HELPER	16H											
WASTEWATER TREATMENT PLANT OPERATOR TRAINEE	16H											
SENIOR CUSTODIAN	17H	20.54	21.58	22.67	23.81	25.01	26.25	27.56	28.96	30.39	31.92	33.52
HEATING, VENTILATION & AIR CONDITIONING APPRENTICE	18H	21.58	22.67	23.81	25.01	26.25	27.56	28.96	30.39	31.92	33.52	35.21
MOTOR EQUIPMENT OPERATOR II	18H											
PIPELAYER	18H											
PLUMBER APPRENTICE	18H											
BUILDING MAINTENANCE MECHANIC	19H	22.67	23.81	25.01	26.25	27.56	28.96	30.39	31.92	33.52	35.21	36.96
CARPENTER	19H											
MASON	19H											
PAINTER	19H											
TELEVISION/GROUTER EQUIPMENT OPERATOR	19H											
WASTEWATER TREATMENT PLANT OPERATOR	19H											
AUTOMOTIVE MECHANIC	20H	23.81	25.01	26.25	27.56	28.96	30.39	31.92	33.52	35.21	36.96	38.80
BARN MANAGER	20H											
CREW CHIEF I	20H											
MOTOR EQUIPMENT OPERATOR III	20H											
PUMPING STATION MECHANIC	20H											
TELEVISION/GROUTER EQUIPMENT OPERATOR	19H											
WELDER	20H											
UTILITY TECHNICIAN	20H											
ELECTRICIAN	21H	25.01	26.25	27.56	28.96	30.39	31.92	33.52	35.21	36.96	38.80	40.75
HEATING, VENTILATION & AIR CONDITIONING JOURNEYPerson	21H											
JUNIOR ELECTRONICS TECHNICIAN	21H											
MASON SUPERVISOR	21H											
MASTER CARPENTER	21H											
PAINTER SUPERVISOR	21H											
PIPELAYER SUPERVISOR	21H											
PLUMBER	21H											
SENIOR WASTEWATER TREATMENT PLANT OPERATOR	21H											
TREE TRIMMER	21H											
SENIOR ELECTRICIAN	22H	26.25	27.56	28.96	30.39	31.92	33.52	35.21	36.96	38.80	40.75	42.78
CREW CHIEF II	23H	27.56	28.96	30.39	31.92	33.52	35.21	36.96	38.80	40.75	42.78	44.93
ELECTRONICS TECHNICIAN	23H											
PLANT OPERATIONS TECHNICIAN	23H											
SERVICE REQUEST COORDINATOR	23H											
TREE SURGEON	23H											

Effective: 07/01/2025 (Ordinance 22-125)

Revised: 02/22/2024 (Ordinance 24-xxxx)

ORDINANCE NO. 24-143

**DECLARING TAX PARCEL 24-003.00-020 AS SURPLUS LAND AND
AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE DOCUMENTS
NECESSARY TO TRANSFER SAID LAND TO VETERANS WATCHMAKERS
INITIATIVE FOR \$267,000**

1 **WHEREAS**, New Castle County (the "County") owns and maintains land identified
2 on New Castle County tax maps as Tax Parcel No. 24-003.00-020, and having a physical
3 address of 307 N. Sixth Street, Odessa, Delaware 19730 (the "Property"); and
4

5 **WHEREAS**, the Property was previously used as a paramedic station by the
6 County; and
7

8 **WHEREAS**, in 2016, the County entered into a 10 year lease with the Veteran
9 Watchmakers Initiative ("VWI") for the purposes of providing disabled veterans with
10 training and support to earn gainful employment in the watch repair industry; and
11

12 **WHEREAS**, on January 23, 2024, VWI offered to purchase the Property for
13 \$267,000; and
14

15 **WHEREAS**, pursuant to 9 *Del. C.* § 1521(e), the County may determine that lands
16 owned by the County are surplus and no longer needed for County use and may authorize
17 their disposal after a notice and a public hearing; and
18

19 **WHEREAS**, notice of a public hearing was published on July 9, 2024 in a
20 newspaper of general circulation in New Castle County, and, in accordance with 9 *Del.*
21 *C.* § 1521(e), a public hearing was held on July 16, 2024 regarding the proposal to declare
22 the Property surplus to the needs of the County; and
23

24 **WHEREAS**, a summary of the public hearing dated August 21, 2024 was reported
25 to and considered by County Council; and
26

27 **WHEREAS**, New Castle County Council has determined that the sale of the
28 Property advances and is reasonably and rationally related to legitimate government
29 interests (i.e. promoting the health, safety, morals, convenience, order, prosperity and/or
30 welfare of the present and future inhabitants of this County and State).
31

32 **NOW, THEREFORE, BE IT RESOLVED BY AND FOR THE COUNTY OF NEW**
33 **CASTLE:**
34

35 Section 1. Upon the recommendations of the County Executive and the Chief of
36 Technology and Administrative Services, and after public notice and hearing as required
37 by 9 *Del. C.* § 1521(e), the New Castle County Council hereby finds that Tax Parcel No.
38 24-003.00-020 is surplus to the needs of the County and is not needed for the County's
39 present or likely future use.
40
41

42
43 Section 2. The New Castle County Council hereby authorizes the sale of the above
44 referenced properties to Veterans Watchmakers Initiative and hereby authorizes the
45 County Executive to sign the following Agreement of Sale:

46
47 An Agreement of Sale as negotiated between New Castle County
48 and Veterans Watchmakers Initiative, subsequent amendments thereto,
49 and any other documents necessary to transfer to the Veterans
50 Watchmakers Initiative the Property as herein listed. The consideration to
51 be paid to the County is \$267,000.
52

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: Same as title.

FISCAL NOTE: This Ordinance, if approved, will increase New Castle County's receivable balance by \$267,000 for the sale of the property. Title insurance, deed preparation and recording expenses are to be paid by the Buyer. This transaction is exempt from State and County transfer taxes. Taxes, water, sewer and other lienable charges imposed by the State of Delaware, any political subdivision thereof or any school district in addition to all rents and income from the Property shall be apportioned pro-rata at the time of Closing.

It is estimated that property tax revenues will increase by \$446.86 for FY2025, FY2026 and FY2027 based on the current tax rates.

AGREEMENT FOR THE SALE OF REAL ESTATE

This Agreement for the Sale of Real Estate ("Agreement") is made this ____ day of _____ 2024, by and between New Castle County, a political subdivision of the State of Delaware ("Seller") and Veterans Watchmaker Initiative, a non-profit corporation in the State of Delaware ("Buyer").

RECITALS

WHEREAS, Seller owns a certain parcel or tract of land consisting of approximately 3.81 acres, situated in Odessa, New Castle County, State of Delaware, located at 307 N. Sixth Street, and identified in particularity as New Castle County tax parcel number: 24-003.00-020 ("Property"); and

WHEREAS, Seller is willing to sell to Buyer, and Buyer is willing to purchase the Property under the terms and conditions set forth herein and the parties desire to enter into this Agreement to evidence the terms and conditions of their agreements with respect thereto.

AGREEMENTS

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained and intending to be legally bound hereby, the parties hereto mutually agree as follows:

1. **Sale and Purchase.** Seller shall sell and convey to Buyer, and Buyer shall purchase from Seller, the Property on the terms and conditions hereinafter set forth.

2. **Purchase Price.** The purchase price ("Purchase Price") for the Property shall be TWO HUNDRED AND SIXTY-SEVEN THOUSAND DOLLARS (\$267,000.00), subject to the prorations and adjustments herein provided for, which shall be payable at the time of Closing (defined below) by check or wire transfer from Buyer.

3. **Broker.** Seller and Buyer each represents to the other that it has not dealt with any broker or other person who may be entitled to a real estate broker's commission or a finder's fee in connection with this transaction and each party shall defend, indemnify and hold the other party harmless against all damages, liability, losses, costs and expenses incurred as a result of any claim for a commission or fee by any other broker, agent, finder or person who shall have dealt with such party in connection with this transaction.

4. **County Council.** Buyer understands this Agreement shall not be executed by the County Executive and become effective until and unless New Castle County Council approves it.

5. **Closing.** Closing shall be held within sixty (60) calendar days of the execution of this Agreement. Closing shall be held by mail or at such location as may be

mutually agreed upon by Seller and Buyer ("Closing"). At the Closing, Seller shall deliver to Buyer the Deed (defined below) and Buyer shall deliver to Seller the Purchase Price. If agreed by both parties in writing, the date of settlement may be extended.

6. **Title.** Title to the Property is to be conveyed by deed in statutory form ("Deed") and at Closing shall be good and marketable, free and clear of all mortgages and liens, but subject to all existing easements, declarations, restrictions, plans and other matters of record. If Seller is unable to convey title as required by this paragraph, or such as will be insured at regular rates by a title insurer duly authorized to transact insurance in Delaware, Buyer shall have the option of taking such title as Seller can give, without reduction of purchase price, or of canceling this Agreement in writing.

7. **Possession.** Possession of the Property shall be delivered to Buyer at the time of Closing.

8. **Environmental Conditions.** Seller represents and warrants to Buyer that, as of Closing, to the best of Seller's knowledge, the Property will be in full compliance with all applicable federal, state, and local environmental laws, ordinances, rules, regulations and orders. Buyer shall have the right to undertake environmental auditing and testing to determine the extent, if any, to which environmental hazards or contamination may exist upon the Property. Seller and Buyer shall execute an Access Agreement to allow for such testing prior to Closing. Seller agrees to cooperate with Buyer's due diligence efforts. If Buyer discovers any environmental condition on the Property, Buyer shall have the option of either purchasing the Property, with no reduction in purchase price, or of canceling this Agreement.

9. **Property Condition.** The Buyer agrees to accept the Property and any improvements or structures thereon in "as-in" condition.

10. **Closing costs and transfer taxes.** Title insurance, deed preparation and recording expenses are to be paid by the Buyer. This transaction is exempt from State and County transfer taxes. Taxes, water, sewer and other lienable charges imposed by the State of Delaware, any political subdivision thereof or any school district in addition to all rents and income from the Property shall be apportioned pro-rata at the time of Closing.

11. **Buyer's Default.** If Buyer fails to complete Closing or otherwise defaults in any of its obligations hereunder, then Seller shall have the right to terminate this Agreement and to exercise whatever other recourse to Seller at law or in equity with respect to Buyer's default.

12. **Seller's Default.** If Seller fails to complete Closing or otherwise defaults in any of its obligations owed to Buyer hereunder, then Buyer shall have the right to terminate this Agreement and to exercise whatever other recourse is available to Buyer at law or in equity with respect to Seller's default.

13. **Condemnation/Casualty.**

(a) If the Property or any part thereof is taken by eminent domain prior to Closing, Seller shall give Buyer prompt notice thereof and Buyer shall have the right to terminate this Agreement. If Buyer shall elect not to terminate this Agreement, then at Closing Seller shall pay over to Buyer all of Seller's claims and rights with respect to such taking, including, without limitation, all rights and claims to all awards relating to such taking.

(b) If the property or any part thereof is damaged or destroyed prior to closing, Seller shall give Buyer prompt written notice thereof and Buyer shall have the right to terminate this Agreement, in which case Seller and Buyer shall be released from all further liability and obligations hereunder. If Buyer shall elect not to terminate this Agreement, then Seller shall, at closing, pay over to Buyer all sums theretofore paid to Seller by reason of such damage, including insurance proceeds, and shall assign to Buyer all of Seller's claims and rights with respect to such damage, including, without limitation, all rights and claims under all applicable policies of insurance. Seller shall maintain any existing casualty insurance through the date of settlement.

14. **Notices.** Any notice, demand or request pursuant to the provisions of this Agreement shall be in writing and shall be deemed to have been properly given if (i) hand delivered by a reputable delivery service providing for receipted delivery or (ii) sent by certified mail, return receipt requested, postage prepaid, addressed to the parties as follows:

To Seller:

General Manager
Department of Public Works
187-A Old Churchmans Road
New Castle, DE 19720

With a copy to:
Aysha Gregory
Assistant County Attorney
Aysha.Gregory@newcastlede.gov

To Buyer:

[Buyer to Insert]

Such notice shall be effective upon hand delivery or three (3) days after deposit in the United States Mail, as the case may be.

15. **Effective Date.** The Effective Date of this Agreement shall be the latest date on which both parties hereto shall have executed this Agreement.

16. **Time is of the Essence; Tender.** Seller and Buyer agree that time is of the essence for all dates and the performance of all obligations under this Agreement. Formal tender of deed and tender of purchase money are hereby waived.

17. **No Recording.** This Agreement shall not be recorded in the office of any recorder or filed in any place of public record. If Buyer records this Agreement or permits this Agreement to be recorded, Seller may elect to cancel this Agreement and/or to treat such act as default.

18. **Benefit.** This Agreement shall be binding upon and shall inure to the benefit of Seller and Buyer and their respective successors and assigns. This Agreement shall not be assigned by Buyer and any purported assignment by Buyer shall be void and constitute a default hereunder.

19. **Whole Agreement; Amendments.** This Agreement sets forth all of the agreements, representations, warranties and conditions of the parties hereto, with respect to the subject matter hereof, and supersedes all prior or contemporaneous agreements, representations, warranties and conditions. The exhibits referred to above constitute parts of this Agreement. No alteration, amendment, modification or waiver of any of the terms or provisions hereof shall be valid unless the same be in writing and signed by the party against who enforcement of same is sought.

20. **Governing Law.** This Agreement and all issues arising hereunder shall be governed by the laws of the State of Delaware.

21. **Legal Construction.** If any one or more of the provisions contained in this Agreement is held to be invalid, illegal, or unenforceable in any respect for any reason, such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement, and this Agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been included.

22. **Execution in Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, all of which taken together, shall be deemed to be a single instrument. This Agreement may be executed and delivered by the parties by way of transmission through a facsimile machine or electronic mail; such a copy shall have the same legal enforceability and binding effect upon the parties as though it were signed by all parties in original form.

IN WITNESS WHEREOF, each of the parties hereto has duly executed this Agreement under seal as of the day and year first above written.

SELLER

Witness

By: _____
Matthew Meyer

County Executive

BUYER

Witness

By: _____
Name:
Title:

DRAFT

ORDINANCE NO. 24-144

**AUTHORIZING THE ISSUANCE OF UP TO \$40,000,000 IN A GENERAL
OBLIGATION BOND THROUGH THE U.S. ENVIRONMENTAL PROTECTION
AGENCY ACTING BY AND THROUGH THE ADMINISTRATOR OF THE
ENVIRONMENTAL PROTECTION AGENCY FOR THE DEPARTMENT OF
PUBLIC WORKS CHRISTINA RIVER FORCE MAIN REHABILITATION PROJECT**

1 **WHEREAS**, Chapter 22 of Title 9 of the *Delaware Code*, as amended, authorizes New
2 Castle County to plan, acquire, purchase, construct, reconstruct, improve, better and extend,
3 and maintain and operate sewerage systems therein defined, and the County Council of New
4 Castle County has determined to repair, replace, and provide redundancy to the existing
5 Christina River Force Main system now maintained by the County over an extended period;
6 and
7

8 **WHEREAS**, it has been deemed necessary to appropriate up to \$40,000,000 for the
9 installation of (i) approximately 2,000 linear feet ("LF") of new 84-inch force main piping to
10 serve as permanent bypass piping around the Heald Street Bridge, (ii) approximately 5,700
11 LF of 84-inch force main piping to serve as permanent bypass piping around the Market
12 Street Bridge, and (iii) approximately 2,000 LF of a new 36-inch force main extending from
13 the Market Street Pump Station (collectively, the "Project"); and
14

15 **WHEREAS**, the Project is part of the ongoing rehabilitation of the Christina River
16 Force Main to prevent sanitary sewer incidents that decrease water quality and have negative
17 environmental and public health impacts on wildlife, residents, and commercial entities; and
18

19 **WHEREAS**, this Ordinance corresponds to Resolution 24-xxx authorizing the County
20 Executive to execute a master loan agreement, or such other similar document as may be
21 necessary, in connection with the funding of the Project, for up to \$40,000,000 with the U.S.
22 Environmental Protection Agency acting by and through the Administrator of the
23 Environmental Protection Agency, or its assigns; and
24

25 **WHEREAS**, this Ordinance corresponds to Ordinance 24-xxx to amend the Capital
26 Program and Budget by increasing appropriations and bond authorizations up to
27 \$40,000,000 for the Department of Public Works, Christiana River Force Main Rehabilitation
28 Project.
29

30 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS** (10 of
31 13 of the members elected to the County Council concurring therein):
32

33 Section 1. New Castle County shall authorize the issuance of its negotiable general
34 obligation bond, in one or more series, at the same or different times, in the maximum
35 aggregate principal amount of up to \$40,000,000 (the "Bond") for the Project.
36

37 Section 2. The proceeds of the Bond, after the payment of the charges and expenses
38 connected with the preparation, sale, and issuance thereof, shall be expended only for the
39 purposes for which said Bond has been authorized, or for the payment of the principal of,
40 and interest on, loans made in anticipation of the sale of such Bond.

41 Section 3. The effect of the bonded indebtedness hereby authorized upon the total
42 bonded indebtedness of New Castle County is as shown on the attached Exhibit "A."

43
44 Section 4. It is hereby determined and declared that the normal life of said
45 improvements is not less than three (3) years (9 *Del. C.* § 1163(a)(1)).

46
47 Section 5. This Ordinance shall become effective immediately upon its adoption by
48 County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.*
49 § 1156.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: Authorize the issuance of up to \$40,000,000 of a general obligation bond through U.S. Environmental Protection Agency acting by and through the Administrator of the Environmental Protection Agency, or its assigns, to finance the Christina River Force Main Rehabilitation Project.

FISCAL NOTE: This Ordinance, if approved, will authorize the issuance of up to \$40,000,000 of a general obligation bond through U.S. Environmental Protection Agency acting by and through the Administrator of the Environmental Protection Agency, or its assigns, to finance the Christina River Force Main Rehabilitation Project.

The fiscal impact of issuing a County Bond with the maximum aggregate principal amount of up to \$40,000,000 assuming a term of thirty-five (35) years after construction with a constant principal amount, is demonstrated in the attached Exhibit "A."

EXHIBIT "A"

FISCAL NOTE: This Ordinance will authorize a County Bond in the maximum aggregate principal amount (net of issuance costs) of up to \$40,000,000.

The fiscal impact of this Ordinance, if approved, is demonstrated on a pro-forma basis below:

<u>Previous Authorizations</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Authorized and Issued Bonds ^{(1), (2)} (8/27/2024)	\$519,069,177	\$153,737,468	\$672,806,645
Authorized and Unissued Bonds ⁽¹⁾ (8/27/2024)	<u>217,414,131</u>	<u>86,766,693</u> ⁽³⁾	<u>304,180,823</u>
Total Previous Authorizations	<u>736,483,307</u>	<u>240,504,161</u>	<u>976,987,468</u>
Proposed Net Authorizations ⁽⁵⁾ by the Ordinance	40,000,000	28,800,000 ⁽⁴⁾	68,800,000
Total Previous Authorizations and Proposed Net Authorizations	<u>\$776,483,307</u>	<u>\$269,304,161</u>	<u>\$1,045,787,468</u>

(1) Amounts include authorized bonded debt for general obligation bond issuances and State Revolving Fund loans that have been drawn down.

(2) Amounts have been adjusted to reflect retired principal and interest through 8/27/24.

(3) For general obligation bond considerations, interest is computed at 4.0 percent. For State Revolving Fund loans, interest is based on estimated future repayment schedules, with interest rates for various loans at 2.00, 2.394 and 2.601 percent.

(4) Interest is computed at 4.0 percent.

(5) Assuming a constant principal amount of \$1,142,857 over a term of thirty-five years, total debt service interest for the \$40,000,000 would be \$28,800,000.

Prime Sponsor(s): Mr. Sheldon, Mr. Carter
Requested by: Public Works
Date of introduction: September 17, 2024

ORDINANCE NO. 24-145

**AMEND THE FY2025 CAPITAL PROGRAM AND BUDGET:
INCREASE BOND AUTHORIZATIONS IN THE AMOUNT UP TO \$40,000,000
TO THE DEPARTMENT OF PUBLIC WORKS, CHRISTINA RIVER FORCE MAIN
REHABILITATION PROJECT**

1 **WHEREAS**, this legislation will increase the FY2025 Capital Budget by up to
2 \$40,000,000 in General Obligation Bond Authorizations through the U.S. Environmental
3 Protection Agency acting by and through the Administrator of the Environmental Protection
4 Agency, or its assigns, to finance the Christina River Force Main Rehabilitation Project; and
5

6 **WHEREAS**, the additional funding is for installation of (i) approximately 2,000 linear
7 feet ("LF") of new 84-inch force main piping to serve as permanent bypass piping around the
8 Heald Street Bridge, (ii) approximately 5,700 LF of 84-inch force main piping to serve as
9 permanent bypass piping around the Market Street Bridge, and (iii) approximately 2,000 LF
10 of a new 36-inch force main extending from the Market Street Pump Station (collectively, the
11 "Project").
12

13 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
14

15 Section 1. The Capital Budget Ordinance for the fiscal year beginning July 1, 2024 is
16 hereby amended by deleting the material that is stricken and adding the material that is
17 underscored on the attached Exhibit "A."
18

19 Section 2. The Capital Program Resolution for the fiscal year beginning July 1, 2024
20 is hereby amended by adding the material on the attached Exhibit "B," which shall be
21 considered underscored in its entirety.
22

23 Section 3. Bond funding in the amount of up to \$40,000,000 is appropriated to the
24 Department of Public Works, Christina River Force Main Rehabilitation Project.
25

26 Section 3. This Ordinance shall become effective immediately upon its adoption by
27 County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.*
28 § 1156.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, will appropriate up to \$40,000,000 in General Obligation Bond funding through U.S. Environmental Protection Agency acting by and through the Administrator of the Environmental Protection Agency, or its assigns, to finance the Christina River Force Main Rehabilitation Project.

FISCAL NOTE: This Ordinance, if approved, will amend the FY2025 Capital Budget by appropriating up to \$40,000,000 in General Obligation Bond funding through U.S. Environmental Protection Agency acting by and through the Administrator of the Environmental Protection Agency, or its assigns, to finance the Christina River Force Main Rehabilitation Project.

The revised FY2025 Capital Budget amount for the Christina River Force Main Rehabilitation Project will be \$41,000,000.

The revised FY2025 New Castle County Capital Budget grand total will be \$82,707,715.

EXHIBIT "A"
NEW CASTLE COUNTY
CAPITAL BUDGET - FY2025

24-145

DEPARTMENT OF ADMINISTRATION

Firewall Replacement	\$	425,000
Reassessment 2024		5,000,000
Subtotal	\$	5,425,000

DEPARTMENT OF COMMUNITY SERVICES

Appoquinimink Library	\$	54,482
Glasgow Library		150,000
Newark Library		8,200,000
Rockwood Museum		175,000
Surratte Pool Renovations		50,000
Subtotal	\$	8,629,482

DEPARTMENT OF PUBLIC SAFETY

Public Safety Equipment	\$	136,000
Public Safety Vest Protection Program		264,515
Subtotal	\$	400,515

DEPARTMENT OF PUBLIC WORKS

Facilities/Equipment

Electric Vehicle Infrastructure	\$	2,019,708
Fleet Equipment 2022		(450,000)
Fleet Equipment 2023		(1,900,000)
Fleet Equipment 2024		49,590
Fleet Equipment 2025		6,510,906
Subtotal	\$	6,230,204

EXHIBIT "A"
NEW CASTLE COUNTY
CAPITAL BUDGET - FY2025

24-145

DEPARTMENT OF PUBLIC WORKS (Continued)

Parks

Agricultural Preservation		\$	1,000,000
Bechtel Park Improvements			2,250,000
Game Court Improvements Pre-2021			(106,744)
Game Court Improvements 2021			181,744
General Parkland Improvements 2024-2025			750,000
Greenway Systems			1,000,000
Open Space Preservation			1,500,000
Southern Regional Park			4,400,000
Subtotal		\$	10,975,000

Sewer/Stormwater

Airport Road System Rehabilitation		\$	2,500,000
Brandywine Hundred South Rehabilitation Phase I			(450,000)
Christiana Pump Station Upgrade			(500,000)
Christina River Force Main	1,000,000		41,000,000
Countywide Drainage Problems			(500,000)
Delaware City Industrial Sewer Expansion			(2,500,000)
Delaware City Treatment Plant Rehab			(500,000)
DeIDOT Coordination Project 2021			(500,000)
General Sewer Improvements			1,000,000
Glasgow Area Sewer Improvements			(400,000)
Holloway Terrace Outfall Replace			(1,000,000)
Public Works Complex			400,000
Pump Station Rehab 2024-2025			500,000
Septage Receiving Station Upgrade			300,000
Sewer Fleet Equipment 2022			(3,051)
Sewer Fleet Equipment 2023			(764,800)
Sewer Fleet Equipment 2025			2,665,366
Sewer Repairs and Rehabilitation 2024-2025			2,000,000
Stormwater Basin Renovation II			1,500,000
Terminal Avenue System Rehabilitation			(500,000)
Water Farm #1 System Rehabilitation			300,000
Water Quality Improvement Plans			2,400,000
White Clay System Rehabilitation			4,100,000
Subtotal	11,047,515	\$	51,047,515

CAPITAL BUDGET TOTAL

42,707,715	\$	<u><u>82,707,715</u></u>
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EXHIBIT B**PROJECT PROFILES**
PUBLIC WORKS - SEWER/STORMWATER (continued)

Project Name (Number): Christina River Force Main (C300705)					
Description: Evaluation of the Christina River Force Main (CRFM) to determine present condition and develop a long-				Council Districts: All	
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 15,581,576	\$ -	\$ 49,659,005	\$ 4,343,424	\$ 69,584,005
FY2025	1,000,000	-	-	-	1,000,000
	<u>41,000,000</u>				<u>41,000,000</u>
FY2026	-	-		-	-
FY2027	35,000,000	-	-	-	35,000,000
FY2028	1,000,000	-	-	-	1,000,000
FY2029	8,000,000	-	-	-	8,000,000
FY2030	3,000,000	-	-	-	3,000,000
Future Years	340,000,000	-	-	-	340,000,000
Total	\$ 403,581,576	\$ -	\$ 49,659,005	\$ 4,343,424	\$ 457,584,005
	<u>\$ 443,581,576</u>				<u>\$ 497,584,005</u>
Available Authorizations:		\$ 5,487,711			
Available Funding:		\$ 1,491,180			
Operating Budget Impact:		\$ 2,200 \$ 90,200			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.

FY2025 Activity:

Begin to construct Heald Street. Complete Market Street Design. Installation of (i) approximately 2,000 linear feet ("LF") of new 84-inch force main piping to serve as permanent bypass piping around the Heald Street Bridge, (ii) approximately 5,700 LF of 84-inch force main piping to serve as permanent bypass piping around the Market Street Bridge, and (iii) approximately 2,000 LF of a new 36-inch force main extending from the Market Street Pump Station (collectively, the "Project").

Future Activity:

Construction of phased CRFM redundant system, continue assessment and protection of existing CRFM.

ORDINANCE NO. 24-146

**AMEND THE FY2025 CAPITAL PROGRAM AND BUDGET BY REDUCING BOND
AUTHORIZATIONS IN THE AMOUNT OF \$403,310 IN THE ELECTRICAL VEHICLE
INFRASTRUCTURE CAPITAL PROJECT AND AMEND THE GRANTS BUDGET BY
APPROPRIATING \$403,310 FROM THE U.S. DEPARTMENT OF ENERGY TO
THE EECBG EV INFRASTRUCTURE DOE GRANT FOR THE
DEPARTMENT OF PUBLIC WORKS**

1 **WHEREAS**, funding has been awarded in the amount of \$403,310 from the U.S.
2 Department of Energy to the Energy Efficiency and Conservation Block Grant Electric Vehicle
3 Infrastructure Department of Energy (EECBG EV Infrastructure DOE) Grant; and
4

5 **WHEREAS**, the EECBG provides grants to State and Local governments to help reduce
6 energy use and fossil fuel emissions; and
7

8 **WHEREAS**, funding shall be used for Electric Vehicle charging stations at Woodlawn
9 Library and Delcastle Park; and
10

11 **WHEREAS**, bond funding shall be reduced in the Electric Vehicle Infrastructure Capital
12 Project in the amount of \$403,310; and
13

14 **WHEREAS**, the County Executive has determined that funds received are sufficient
15 to cover the increase in the Grants Budget as hereinafter amended; and
16

17 **WHEREAS**, Council has determined that the provisions of this Ordinance
18 substantially advance, and are reasonably and rationally related to, legitimate government
19 interests (i.e., promoting the health, safety, morals, convenience, order prosperity and/or
20 welfare of the present and future inhabitants of this State).
21

22 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
23

24 Section 1. The Capital Budget Ordinance for the fiscal year beginning July 1, 2024 is
25 hereby amended by deleting the material that is stricken and adding the material that is
26 underscored on the attached Exhibit "A."
27

28 Section 2. The Capital Program Resolution for the fiscal year beginning July 1, 2024 is
29 hereby amended by adding the material on the attached Exhibit "B," which shall be considered
30 underscored in its entirety.
31

32 Section 3. The Grants Budget, as adopted by Ordinance No. 75-173, is hereby
33 amended by adding the material on the attached "Exhibit C," which is considered to be
34 underscored in its entirety.
35

36 Section 4. This Ordinance shall become effective immediately upon its adoption by
37 County Council and approval by the County Executive, or as otherwise provided by 9 *Del. C. §*
38 1156.

39
40
41

Section 5. It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to May 1, 2024.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, will reduce \$403,310 in bond funding in the Electric Vehicle Infrastructure Capital Project and appropriate \$403,310 from the U.S. Department of Energy to the EECBG EV Infrastructure DOE Grant. Funding shall be used for Electric Vehicle charging stations at Woodlawn Library and Delcastle Park.

It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to May 1, 2024.

FISCAL NOTE: This Ordinance, if approved, will amend the FY2025 Capital Budget by reducing \$403,310 in bond funding in the Electric Vehicle Infrastructure Capital Project and amend the Grants Budget by appropriating \$403,310 from the U.S. Department of Energy to the EECBG EV Infrastructure DOE Grant.

The fiscal impact of this Ordinance, if approved, will be a decrease in authorized spending authority of the Capital Budget of \$403,310. The revised FY2025 Capital Budget amount for the Electric Vehicle Infrastructure Capital Project will be \$1,616,398. The revised FY2025 New Castle County Capital Budget grand total will be \$42,304,405.

The fiscal impact of this Ordinance, if approved, will be an increase in the authorized spending authority of the Grants Budget of \$403,310. This increase will impact FY2025 and FY2026, since the targeted program completion date of this award is April 30, 2026.

EXHIBIT "A"
NEW CASTLE COUNTY
CAPITAL BUDGET - FY2025

24-146

DEPARTMENT OF ADMINISTRATION

Firewall Replacement	\$	425,000
Reassessment 2024		5,000,000
Subtotal	\$	5,425,000

DEPARTMENT OF COMMUNITY SERVICES

Appoquinimink Library	\$	54,482
Glasgow Library		150,000
Newark Library		8,200,000
Rockwood Museum		175,000
Surratte Pool Renovations		50,000
Subtotal	\$	8,629,482

DEPARTMENT OF PUBLIC SAFETY

Public Safety Equipment	\$	136,000
Public Safety Vest Protection Program		264,515
Subtotal	\$	400,515

DEPARTMENT OF PUBLIC WORKS

Facilities/Equipment

Electric Vehicle Infrastructure	2,019,708	\$	1,616,398
Fleet Equipment 2022			(450,000)
Fleet Equipment 2023			(1,900,000)
Fleet Equipment 2024			49,590
Fleet Equipment 2025			6,510,906
Subtotal	6,230,204	\$	5,826,894

EXHIBIT "A"
NEW CASTLE COUNTY
CAPITAL BUDGET - FY2025

24-146

DEPARTMENT OF PUBLIC WORKS (Continued)

Parks

Agricultural Preservation	\$ 1,000,000
Bechtel Park Improvements	2,250,000
Game Court Improvements Pre-2021	(106,744)
Game Court Improvements 2021	181,744
General Parkland Improvements 2024-2025	750,000
Greenway Systems	1,000,000
Open Space Preservation	1,500,000
Southern Regional Park	4,400,000

Subtotal	\$ 10,975,000
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Sewer/Stormwater

Airport Road System Rehabilitation	\$ 2,500,000
Brandywine Hundred South Rehabilitation Phase I	(450,000)
Christiana Pump Station Upgrade	(500,000)
Christina River Force Main	1,000,000
Countywide Drainage Problems	(500,000)
Delaware City Industrial Sewer Expansion	(2,500,000)
Delaware City Treatment Plant Rehab	(500,000)
DeIDOT Coordination Project 2021	(500,000)
General Sewer Improvements	1,000,000
Glasgow Area Sewer Improvements	(400,000)
Holloway Terrace Outfall Replace	(1,000,000)
Public Works Complex	400,000
Pump Station Rehab 2024-2025	500,000
Septage Receiving Station Upgrade	300,000
Sewer Fleet Equipment 2022	(3,051)
Sewer Fleet Equipment 2023	(764,800)
Sewer Fleet Equipment 2025	2,665,366
Sewer Repairs and Rehabilitation 2024-2025	2,000,000
Stormwater Basin Renovation II	1,500,000
Terminal Avenue System Rehabilitation	(500,000)
Water Farm #1 System Rehabilitation	300,000
Water Quality Improvement Plans	2,400,000
White Clay System Rehabilitation	4,100,000

Subtotal	\$ 11,047,515
----------	---------------

CAPITAL BUDGET TOTAL

42,707,715

\$ 42,304,405

EXHIBIT B**PROJECT PROFILES
PUBLIC WORKS - FACILITIES/EQUIPMENT (continued)**

Project Name (Number): Electric Vehicle Infrastructure (C302421)					
Description: Installation and upgrades to accommodate electric vehicle assets.				Council Districts: All	
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 1,800,000	\$ -	\$ -	\$ -	\$ 1,800,000
FY2025	2,019,708	-	-	-	2,019,708
	<u>1,616,398</u>				<u>1,616,398</u>
FY2026	1,000,000	-		-	1,000,000
FY2027		-	-	-	-
FY2028		-	-	-	-
FY2029		-	-	-	-
FY2030		-	-	-	-
Future Years	-	-	-	-	-
Total	\$ 4,819,708	\$ -	\$ -	\$ -	\$ 4,819,708
	<u>\$ 4,416,398</u>				<u>\$ 4,416,398</u>
Available Authorizations:		\$ 952,093			
Available Funding:		\$ (847,908)			
Operating Budget Impact:		\$ 4,443 \$ 3,556			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.

FY2025 Activity:

Add capacity at NCC Parks and Libraries. Initial plans are to start with Kirkwood, Hockessin, Glasgow and Brandywine Hundred. Reducing bond authorizations due to receipt of Energy Efficiency and Conservation Block Grant (EECBG) that will be used for Electric Vehicle charging stations at Woodlawn Library and Delcastle Park.

Future Activity:

Add capacity at Conner Building and Government Center.

DEPARTMENT:	Public Works	EXHIBIT:	"C"
GRANT TITLE:	EECGB EV Infrastructure DOE	Ordinance No.	24-146
PROGRAM TITLE:	EECGB EV Infrastructure DOE		

Revenue	Current		Change		Revised
Federal	\$	403,310.00	\$	-	\$ 403,310.00
State	\$	-	\$	-	\$ -
County	\$	-	\$	-	\$ -
Program Income	\$	-	\$	-	\$ -
Other	\$	-	\$	-	\$ -
Total	\$	403,310.00	\$	-	\$ 403,310.00

Expense	Current		Change		Revised
Salaries and Wages	\$	-	\$	-	\$ -
Benefits	\$	-	\$	-	\$ -
Training/Civic Affairs	\$	-	\$	-	\$ -
Communication/Utilities	\$	-	\$	-	\$ -
Materials/Supplies	\$	-	\$	-	\$ -
Contractual Services	\$	-	\$	-	\$ -
Equipment	\$	403,310.00	\$	-	\$ 403,310.00
Grants/Fixed Charges	\$	-	\$	-	\$ -
Land and Structures	\$	-	\$	-	\$ -
Contingency	\$	-	\$	-	\$ -
Operating Transfer Charges	\$	-	\$	-	\$ -
Operating Transfer Credits	\$	-	\$	-	\$ -
Total	\$	403,310.00	\$	-	\$ 403,310.00

SUPPLEMENTAL INFORMATION

Estimated Program Initiation:	5/1/2024
Estimated Program Completion:	4/30/2026
The Local Match:	Found in (ORG):
Ordinance Passed:	Date Revised:

PROGRAM DESCRIPTION:

The Energy Efficiency and Conservation Block Grant (EECBG) is designed to assist state and local governments in implementing strategies to reduce energy use and fossil fuel emissions and to improve energy efficiency. This grant will be used for the Electric Vehicle charging stations at Woodlawn Library and Delcastle Park.

9/17/2024

ORDINANCE NO. 24-147

**TO AMEND NEW CASTLE COUNTY CODE CHAPTER 7 (“PROPERTY
MAINTENANCE CODE”), SECTION 7.01.002 (“AMENDMENTS TO THE
INTERNATIONAL PROPERTY MAINTENANCE CODE”)
REGARDING RUBBISH AND GARBAGE CONTAINERS**

1 **WHEREAS**, it is important, upon termination or conclusion of an agreement for the
2 private hauling of residential rubbish and garbage that the container issued by the hauler
3 is promptly removed from the residential property; and
4

5 **WHEREAS**, when a container is not promptly removed from a residential property,
6 it often leads to rubbish and/or garbage remaining or collecting in the container, which
7 then attracts rodents and vermin, which, in turn, often leads to health and safety concerns;
8 and
9

10 **WHEREAS**, it is best that rubbish and garbage containers are timely retrieved by
11 the trash hauler from the residential property; and
12

13 **WHEREAS**, it is in the best interests of New Castle County and its residents that
14 the County regulate issues relating to collection of rubbish and garbage in residential
15 areas in a manner that preserves and ensures the welfare, safety, and integrity of
16 neighborhoods in New Castle County.
17

18 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
19

20 Section 1. *New Castle County Code* Chapter 7 (“Property Maintenance Code”),
21 Section 7.01.002 (“Amendments to the International Property Maintenance Code”) is
22 hereby amended by adding the material that is underlined and deleting the material with
23 strikethroughs, as set forth below.
24

25 **Sec. 7.01.002. - Amendments to the International Property Maintenance Code.**
26

27 ...
28 SECTION PM 308. RUBBISH AND GARBAGE...

29 *Section PM 308.6, Rubbish and garbage containers – retrieval*, is added as a new
30 subsection, as indicated by underlines, to read as follows:
31

32 ...
33 *Section PM 308.6, Rubbish and garbage containers – retrieval. Within 14 business days*
34 *of termination or conclusion of an agreement for residential rubbish and/or garbage*
35 *removal, the hauler shall retrieve all rubbish and garbage containers issued by the*
36 *hauler at the residential property. Any hauler that fails to comply with this Section shall*
be subject to the following:

- 37 1. For the first non-compliance (i.e., failure to comply within 14 business days of
38 agreement termination or conclusion), the violator shall be subject to a fine of
39 \$50 and may be subject to administrative penalties and fees established by the
40 Department of Land Use.
- 41 2. For a continual non-compliance which persists after 30 calendar days (from the
42 date of the agreement termination or conclusion), in addition to the assessments
43 set forth in subsection 1., the violator shall be subject to a fine of \$50 per calendar
44 day while the non-compliance persists. The violator also may be subject to
45 administrative penalties and fees established by the Department.

46
47 Section 2. This Ordinance shall become effective immediately upon its adoption by
48 County Council and approval by the County Executive, or as otherwise provided in 9 Del.
49 C. § 1156.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
of New Castle County

SYNOPSIS: This Ordinance, if enacted, will require, within 14 business days of termination or conclusion of a private agreement for rubbish and/or garbage removal in a residential neighborhood, that a residential hauler retrieve all rubbish and garbage containers issued by the hauler at the residential property. The Ordinance proposes certain assessments (fines, penalties, and fees) for non-compliance. The hauler will be subject to additional assessments if the non-compliance is not corrected and persists beyond 30 calendar days (from the date of the agreement termination or conclusion).

FISCAL NOTE: There is no discernible fiscal impact with the adoption of this Ordinance.

ORDINANCE NO. 24-148

**AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED
SERVICE EMPLOYEES FOR THE CLASS SPECIFICATION OF ASSISTANT CHIEF
OF EMERGENCY COMMUNICATIONS FOR THE DEPARTMENT OF PUBLIC
SAFETY, DIVISION OF EMERGENCY COMMUNICATIONS**

1 **WHEREAS**, the Department of Public Safety, Division of Emergency
2 Communications has determined the class specification for Assistant Chief of
3 Emergency Communications needs to be updated to reflect the work currently being
4 performed; and

5
6 **WHEREAS**, it is recommended that the Pay Grade for the class specification
7 Assistant Chief of Emergency Communications be changed from Pay Grade 30 to Pay
8 Grade 32; and

9
10 **WHEREAS**, the Human Resources Advisory Board at its meeting on September
11 5, 2024, reviewed the revisions to the class specification for Assistant Chief of
12 Emergency Communications and recommended the change from Pay Grade 30 to Pay
13 Grade 32 on the Pay Plan and Rates of Pay for Non-Union Classified Service
14 Employees; and

15
16 **WHEREAS**, the Acting Chief Human Resources Officer concurs with the
17 recommendation of the Human Resources Advisory Board.

18
19 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**

20
21 Section 1. The Pay Plan and Rates of Pay for Non-Union Classified Service
22 Employees, effective January 1, 2024 through June 30, 2024, is hereby amended by
23 adding the material as set forth in Exhibit "A," which shall be considered underscored in
24 its entirety.

25
26 Section 2. The Pay Plan and Rates of Pay for Non-Union Classified Service
27 Employees, effective July 1, 2024 through June 30, 2025, is hereby amended by adding
28 the material that is underscored and deleting the material that is stricken as set forth in
29 Exhibit "B."

30
31 Section 3. The Pay Plan and Rates of Pay for Non-Union Classified Service
32 Employees, effective July 1, 2025 through June 30, 2026, is hereby amended by adding
33 the material that is underscored and deleting the material that is stricken as set forth in
34 Exhibit "C."

35
36 Section 4. The Pay Plan and Rates of Pay for Non-Union Classified Service
37 Employees, effective July 1, 2026, is hereby amended by adding the material that is
38 underscored and deleting the material that is stricken as set forth in Exhibit "D."

40 Section 5. The revised Class Specification for Assistant Chief of Emergency
41 Communications is adopted as set forth in Exhibit "E."

42
43 Section 6. This Ordinance shall become effective immediately upon its adoption
44 by County Council and approval by the County Executive, or as otherwise provided in 9
45 *Del. C. § 1156*.

46
47 Section 7. It is the intent of the County Council that the provisions of this
48 Ordinance shall be effective retroactive to January 1, 2024.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, changes the Pay Grade for the position title of Assistant Chief of Emergency Communications from Pay Grade 30 to Pay Grade 32 on the Pay Plan and Rates of Pay for Non-Union Classified Service Employees, as recommended by the Human Resources Advisory Board.

It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to January 1, 2024.

FISCAL IMPACT: This Ordinance, if approved, changes the Pay Grade for the position title of Assistant Chief of Emergency Communications from Pay Grade 30 to Pay Grade 32 on the Pay Plan and Rates of Pay for Non-Union Classified Service Employees, as recommended by the Human Resources Advisory Board. It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to January 1, 2024.

There are currently two positions with the title of Assistant Chief of Emergency Communications, and one is vacant. The fiscal impact for Salaries and Benefits is estimated to be:

FY2024 \$8,870
FY2025 \$18,152
FY2026 \$18,605
FY2027 \$19,071

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	34,077	35,780	37,569	39,448	41,420	43,490	45,664	47,948	50,345	52,863
INSURANCE CLAIMS ASSISTANT	17	35,781	37,570	39,449	41,421	43,492	45,667	47,951	50,348	52,866	55,509
SENIOR SERVICES CENTER DIRECTOR	18	37,571	39,450	41,422	43,493	45,668	47,952	50,350	52,867	55,510	58,286
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	41,422	43,493	45,668	47,952	50,350	52,867	55,510	58,286	61,200	64,260
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	45,667	47,951	50,348	52,866	55,509	58,285	61,199	64,259	67,472	70,845
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	47,950	50,347	52,865	55,508	58,284	61,198	64,258	67,471	70,844	74,387
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	50,350	52,867	55,510	58,286	61,200	64,260	67,473	70,846	74,389	78,109
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	52,868	55,511	58,287	61,201	64,261	67,474	70,847	74,390	78,110	82,015
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	55,511	58,287	61,201	64,261	67,474	70,847	74,390	78,110	82,015	86,116
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	58,286	61,200	64,260	67,473	70,846	74,389	78,109	82,014	86,115	90,421
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	61,200	64,260	67,473	70,846	74,389	78,109	82,014	86,115	90,421	94,942
PAYROLL SUPERVISOR	29	64,262	67,475	70,848	74,391	78,111	82,016	86,117	90,423	94,944	99,691
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	67,474	70,847	74,390	78,110	82,015	86,116	90,422	94,943	99,690	104,675
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	70,851	74,393	78,113	82,018	86,119	90,425	94,946	99,694	104,679	109,912
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	74,392	78,112	82,017	86,118	90,424	94,945	99,692	104,677	109,910	115,405

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	82,016	86,117	90,423	94,944	99,691	104,676	109,909	115,404	121,174	127,233
ASSISTANT LAND USE MANAGER											
CHIEF OF SPECIAL PROJECTS											
COMMUNITY SERVICES MANAGER											
ENGINEERING SERVICES MANAGER											
INFORMATION SYSTEMS MANAGER											
INSURANCE AND LOSS CONTROL MANAGER											
INTERNAL SERVICES MANAGER											
PARKS DIVISION MANAGER											
PENSION PROGRAM MANAGER											
SEWER OPERATIONS MANAGER											
STORMWATER & ENVIRONMENTAL PROGS. MGR											
TREASURY MANAGER											
FINANCE LEGAL OFFICER	35	86,118	90,424	94,945	99,692	104,677	109,910	115,405	121,176	127,235	133,597
FIRST ASSISTANT COUNTY ATTORNEY											
HUMAN RESOURCES MANAGER											
PUBLIC WORKS SENIOR MANAGER	36	90,423	94,944	99,691	104,676	109,909	115,404	121,174	127,233	133,594	140,274
DEPUTY CHIEF OF TECHNOLOGY											

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	71,779	75,152	78,695	82,415	86,320	90,421	94,727	99,248	103,995	108,980
	32	<u>79,136</u>	<u>82,855</u>	<u>86,761</u>	<u>90,863</u>	<u>95,168</u>	<u>99,689</u>	<u>104,437</u>	<u>109,421</u>	<u>114,654</u>	<u>120,150</u>
CHIEF OF EMERGENCY COMMUNICATIONS	36	94,728	99,249	103,996	108,981	114,214	119,709	125,479	131,538	137,899	144,579
CHIEF OF EMERGENCY MEDICAL SERVICES	38	106,867	111,852	117,085	122,580	128,351	134,410	140,772	147,452	154,466	161,831

Effective: 01/01/2024 (Ordinance 24-xxx)

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	34,929	36,675	38,509	40,435	42,456	44,578	46,806	49,147	51,604	54,185
INSURANCE CLAIMS ASSISTANT	17	36,676	38,510	40,436	42,457	44,580	46,809	49,150	51,607	54,188	56,897
SENIOR SERVICES CENTER DIRECTOR	18	38,511	40,437	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744	62,730	65,867
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	46,809	49,150	51,607	54,188	56,897	59,743	62,729	65,866	69,159	72,617
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	49,149	51,606	54,187	56,896	59,742	62,728	65,865	69,158	72,616	76,247
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	51,609	54,189	56,898	59,744	62,730	65,867	69,160	72,618	76,249	80,062
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	54,190	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682	97,316
PAYROLL SUPERVISOR	29	65,869	69,162	72,620	76,251	80,064	84,067	88,270	92,684	97,318	102,184
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	69,161	72,619	76,250	80,063	84,066	88,269	92,683	97,317	102,183	107,292
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	72,623	76,253	80,066	84,069	88,272	92,686	97,320	102,187	107,296	112,660
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	76,252	80,065	84,068	88,271	92,685	97,319	102,185	107,294	112,658	118,291

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER ASSISTANT LAND USE MANAGER CHIEF OF SPECIAL PROJECTS COMMUNITY SERVICES MANAGER ENGINEERING SERVICES MANAGER INFORMATION SYSTEMS MANAGER INSURANCE AND LOSS CONTROL MANAGER INTERNAL SERVICES MANAGER PARKS DIVISION MANAGER PENSION PROGRAM MANAGER SEWER OPERATIONS MANAGER STORMWATER & ENVIRONMENTAL PROGS. MGR TREASURY MANAGER	34	84,067	88,270	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414
FINANCE LEGAL OFFICER FIRST ASSISTANT COUNTY ATTORNEY HUMAN RESOURCES MANAGER	35	88,271	92,685	97,319	102,185	107,294	112,658	118,291	124,206	130,416	136,937
PUBLIC WORKS SENIOR MANAGER DEPUTY CHIEF OF TECHNOLOGY	36	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,934	143,781

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	73,574	77,031	80,663	84,476	88,478	92,682	97,096	101,730	106,595	111,705
	32	81,115	84,927	88,931	93,135	97,547	102,182	107,048	112,157	117,521	123,155
CHIEF OF EMERGENCY COMMUNICATIONS	36	97,097	101,731	106,596	111,706	117,070	122,702	128,616	134,827	141,347	148,194
CHIEF OF EMERGENCY MEDICAL SERVICES	38	109,539	114,649	120,013	125,645	131,560	137,771	144,292	151,139	158,328	165,877

Effective: 07/01/2024 (Ordinance 23-063)
Revised: 07/01/2024 (Ordinance 23-086)
Revised: 08/29/2023 (Ordinance 23-097)
Revised: 08/01/2023 (Ordinance 23-126)
Revised: 07/07/2023 (Ordinance 24-013)
Revised: 07/01/2024 (Ordinance xx-xxx)

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	35,803	37,592	39,472	41,446	43,518	45,693	47,977	50,376	52,895	55,540
INSURANCE CLAIMS ASSISTANT	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320
SENIOR SERVICES CENTER DIRECTOR	18	39,474	41,448	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,299	67,514
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	47,980	50,379	52,898	55,543	58,320	61,237	64,298	67,513	70,888	74,433
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	50,378	52,897	55,542	58,319	61,236	64,297	67,512	70,887	74,432	78,154
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	52,900	55,544	58,321	61,238	64,299	67,514	70,889	74,434	78,156	82,064
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	55,545	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	61,238	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000	99,749
PAYROLL SUPERVISOR	29	67,516	70,892	74,436	78,158	82,066	86,169	90,477	95,002	99,751	104,739
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	70,891	74,435	78,157	82,065	86,168	90,476	95,001	99,750	104,738	109,975
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	74,439	78,160	82,068	86,171	90,479	95,004	99,753	104,742	109,979	115,477
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	78,159	82,067	86,170	90,478	95,003	99,752	104,740	109,977	115,475	121,249

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675
ASSISTANT LAND USE MANAGER											
CHIEF OF SPECIAL PROJECTS											
COMMUNITY SERVICES MANAGER											
ENGINEERING SERVICES MANAGER											
INFORMATION SYSTEMS MANAGER											
INSURANCE AND LOSS CONTROL MANAGER											
INTERNAL SERVICES MANAGER											
PARKS DIVISION MANAGER											
PENSION PROGRAM MANAGER											
SEWER OPERATIONS MANAGER											
STORMWATER & ENVIRONMENTAL PROGS. MGR											
TREASURY MANAGER											
FINANCE LEGAL OFFICER	35	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312	133,677	140,361
FIRST ASSISTANT COUNTY ATTORNEY											
HUMAN RESOURCES MANAGER											
PUBLIC WORKS SENIOR MANAGER	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376
DEPUTY CHIEF OF TECHNOLOGY											

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	75,414	78,957	82,680	86,588	90,690	95,000	99,524	104,274	109,260	114,498
	<u>32</u>	<u>83,144</u>	<u>87,050</u>	<u>91,155</u>	<u>95,463</u>	<u>99,986</u>	<u>104,738</u>	<u>109,725</u>	<u>114,962</u>	<u>120,459</u>	<u>126,234</u>
CHIEF OF EMERGENCY COMMUNICATIONS	36	99,525	104,275	109,261	114,499	119,997	125,770	131,832	138,198	144,881	151,899
CHIEF OF EMERGENCY MEDICAL SERVICES	38	112,278	117,516	123,014	128,787	134,849	141,216	147,900	154,918	162,287	170,024

Effective: 07/01/2025 (Ordinance 23-063)

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Revised: 08/29/2023 (Ordinance 23-097)

Revised: 08/01/2023 (Ordinance 23-126)

Revised: 07/07/2022 (Ordinance 24-013)

Revised: 07/01/2025 (Ordinance xx-xxx)

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	36,699	38,532	40,459	42,483	44,606	46,836	49,177	51,636	54,218	56,929
INSURANCE CLAIMS ASSISTANT	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778
SENIOR SERVICES CENTER DIRECTOR	18	40,461	42,485	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,907	69,202
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	49,180	51,639	54,221	56,932	59,778	62,768	65,906	69,201	72,661	76,294
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	51,638	54,220	56,931	59,777	62,767	65,905	69,200	72,660	76,293	80,108
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	54,223	56,933	59,780	62,769	65,907	69,202	72,662	76,295	80,110	84,116
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	56,934	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375	102,243
PAYROLL SUPERVISOR	29	69,204	72,665	76,297	80,112	84,118	88,324	92,739	97,378	102,245	107,358
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	72,664	76,296	80,111	84,117	88,323	92,738	97,377	102,244	107,357	112,725
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	76,300	80,114	84,120	88,326	92,741	97,380	102,247	107,361	112,729	118,364
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	80,113	84,119	88,325	92,740	97,379	102,246	107,359	112,727	118,362	124,281

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	88,324	92,739	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017
ASSISTANT LAND USE MANAGER											
CHIEF OF SPECIAL PROJECTS											
COMMUNITY SERVICES MANAGER											
ENGINEERING SERVICES MANAGER											
INFORMATION SYSTEMS MANAGER											
INSURANCE AND LOSS CONTROL MANAGER											
INTERNAL SERVICES MANAGER											
PARKS DIVISION MANAGER											
PENSION PROGRAM MANAGER											
SEWER OPERATIONS MANAGER											
STORMWATER & ENVIRONMENTAL PROGS. MGR											
TREASURY MANAGER											
FINANCE LEGAL OFFICER	35	92,740	97,379	102,246	107,359	112,727	118,362	124,281	130,495	137,019	143,871
FIRST ASSISTANT COUNTY ATTORNEY											
HUMAN RESOURCES MANAGER											
PUBLIC WORKS SENIOR MANAGER	36	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,867	151,061
DEPUTY CHIEF OF TECHNOLOGY											

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	77,300	80,931	84,747	88,753	92,958	97,375	102,013	106,881	111,992	117,361
	32	<u>85,223</u>	<u>89,226</u>	<u>93,434</u>	<u>97,850</u>	<u>102,486</u>	<u>107,356</u>	<u>112,469</u>	<u>117,836</u>	<u>123,471</u>	<u>129,391</u>
CHIEF OF EMERGENCY COMMUNICATIONS	36	102,014	106,882	111,993	117,362	122,997	128,915	135,128	141,653	148,504	155,697
CHIEF OF EMERGENCY MEDICAL SERVICES	38	115,085	120,454	126,090	132,007	138,221	144,747	151,598	158,791	166,345	174,275

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Revised: 07/01/2026 (Ordinance 23-086)

Revised: 08/29/2023 (Ordinance 23-097)

Revised: 08/01/2023 (Ordinance 23-126)

Revised: 07/07/2022 (Ordinance 24-013)

Revised: 07/01/2026 (Ordinance xx-xxx)

EXHIBIT E

NEW CASTLE COUNTY GOVERNMENT

Number: 1194

Page: 1 of 2

CLASS SPECIFICATION

Date: 01/26/10

Title: ASSISTANT CHIEF OF EMERGENCY
COMMUNICATIONS

Approved:

GENERAL STATEMENT OF DUTIES: Assists the Chief of Emergency Communications in the management of the County's emergency communications activities to ensure quality service in all areas to the citizens of New Castle County; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class assists the Chief of Emergency Communications in overseeing major functions and operational activities of the emergency communication functions for New Castle County. This employee performs responsible work in the administration, allocation and supervision of the day-to-day operations. This employee coordinates activities relating to administration, budget, and operational support, research of new technology, procurement and maintenance of related equipment. This employee is responsible for implementing all decisions made by the Chief of Emergency Communications and for coordinating activities with the appropriate public safety agencies. This employee is the custodian of records and maintains chain-of-custody for the County's 9-1-1 telephone system's recordings and computer aided dispatch records management systems. This employee maintains operational control and procurement of the county and statewide radio system in conjunction with the state, federal and local regulations. This employee utilizes independent judgment and initiative in carrying out these duties and in making decisions affecting the delivery of services. This is a confidential position dealing with sensitive labor relations matters. The work is performed under the general supervision of the Chief of Emergency Communications or his/her designee.

EXAMPLES OF WORK: (Illustrative only)

- Executes orders and directives of the Chief of Emergency Communications.
- Maintains strict fiscal integrity of the emergency communications activities.
- Prepares an annual budget request for his/her section for review and approval by the Chief of Emergency Communications.
- Supervises the Training Officer Coordinator and Quality Assurance Administrator to provide quality programs to meet or exceed standards set by accreditation;
- **Supervises the Senior Assistant Platoon Leaders and Assistant Platoon Leaders ensuring internal and external customers are provided the highest quality of service.**
- Develops and initiates policy and procedures to meet the challenge of the ever-changing environment, new technologies and equipment related to public safety communications.
- Re-records and maintains a Chain of Custody of the County's 9-1-1 telephone and radio calls and is the Custodian of Record for the CAD system.
- Executes agreements relating to contractual reimbursement, including the submission of quarterly billing statements.
- Assists in establishing and implementing policies and procedures for the provision of emergency services throughout New Castle County.
- Impartially enforces the rules of conduct governing members of the department and takes necessary disciplinary action as authorized, warranted and approved by the Chief of Emergency Communications.
- Prepares specifications for vehicles, equipment and supplies and ensures vendor compliance with bid specifications.
- Remains on call for emergencies and serious problems.
- Coordinates and monitors the assignment, inspection, maintenance and repair of vehicles and equipment and ensures the efficient operation of equipment.
- Assures confidentiality of records and safeguards information and documentation.

EXHIBIT E

NEW CASTLE COUNTY GOVERNMENT

Number: 1194

Page: 2 of 2

CLASS SPECIFICATION

Date: 01/26/10

Title: ASSISTANT CHIEF OF EMERGENCY
COMMUNICATIONS

Approved:

- Coordinates the inspection of departmental operating procedures, facilities and performance to ensure compliance with established standards and policies.
- May take command of emergency communications staff and units, directly or through subordinate personnel, during major emergency incidents and special/unusual situations.
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service.
- Operates a personal computer and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Comprehensive knowledge of modern principles, methods and procedures of the administration of emergency communications; thorough knowledge of departmental and divisional rules and regulations; thorough knowledge of the principles and procedures of public administration; good knowledge of municipal, State and federal laws and regulations governing the delivery of emergency services; working knowledge of incident management and incident command systems; ability to plan, assign, direct and review the work of subordinates; ability to command the operation of multiple emergency services activities and personnel under emergency conditions; ability to establish and maintain effective working relationships with subordinates, cooperating agencies, officials and the general public; ability to communicate courteously and effectively, both verbally and in writing.

MINIMUM QUALIFICATIONS: At least three (3) years' progressively responsible **supervisory experience (Administrative or Assistant Platoon Leader)** ~~as a Platoon Leader~~ within the emergency communications section and possession of Bachelor's Degree from an accredited college or university with major course work in business administration, public administration, or related field; or an equivalent combination of education, experience and training directly related to the required knowledge, skills and abilities; two (2) consecutive satisfactory or better performance evaluations and an overall performance rating of satisfactory or above in the year applying for promotion. Any record of discipline that resulted in suspension during the twelve (12) months preceding the application for promotion shall be reviewed to determine eligibility for promotion.

PREFERRED QUALIFICATIONS: Active participation in a departmental workgroup or project, which shall be defined by the Chief of Emergency Communications or his/her designee. **Completion of an advanced leadership course, such as certification as an Emergency Number Professional (ENP) from the National Emergency Numbers Association and / or Communications Center Manager from the Association of Public Safety Officials (APCO), or as offered by another public safety or industry organization, and/or completion of a Command and Leadership Academy/Course (approved by the Chief of Emergency Communications).**

ADDITIONAL REQUIREMENTS: Must maintain certifications in police, fire and emergency medical protocols and a basic telecommunicator course to include the training officer course. May be required to pass a Class III County physical and psychological examination and background check. **Current drivers license and a State of Delaware Emergency Vehicle Operators (EVO) license.**

HISTORY OF REVISIONS:
Established: 01/26/10

Prime Sponsor(s): Ms. Hartley-Nagle
Requested by: Administration/HR
Date of introduction: September 24, 2024

ORDINANCE NO. 24-149

TO ADOPT THE CLASS SPECIFICATION OF SENIOR ASSISTANT COUNTY ATTORNEY AND TO AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE AND NON-UNION CLASSIFIED SERVICE EMPLOYEES TO MAKE ORGANIZATIONAL CHANGES FOR THE FIRST ASSISTANT COUNTY ATTORNEY CLASS SPECIFICATION IN THE DEPARTMENT OF ADMINISTRATION, OFFICE OF LAW

1 **WHEREAS**, the Department of Administration, Office of Law has determined that it
2 is necessary to make organizational changes to operate most effectively; and
3

4 **WHEREAS**, the Department submitted a new class specification for Senior Assistant
5 County Attorney to create a career ladder to encourage appointed attorneys with vast and
6 irreplaceable institutional knowledge to remain employed by the County; and
7

8 **WHEREAS**, the Human Resources Advisory Board at its meeting on September 4,
9 2024, recommended that the class specification for the new position title of Senior (Pay
10 Grade 36) be added to the Pay Plan and Rates of Pay for Non-Union Unclassified Service
11 Employees of the Executive Office; and
12

13 **WHEREAS**, the Department also recommends that the Pay Grade for the class
14 specification First Assistant County Attorney be changed from Pay Grade 35 to Pay Grade
15 36 to have pay parity between the appointed Senior Assistant County Attorney and the
16 merit First Assistant County Attorney; and
17

18 **WHEREAS**, the Human Resources Advisory Board at its meeting on September 4,
19 2024, recommended that the Pay Grade for First Assistant County Attorney be changed
20 from Pay Grade 35 to Pay Grade 36; and
21

22 **WHEREAS**, the Acting Chief Human Resources Officer concurs with the
23 recommendations of the Human Resources Advisory Board.
24

25 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
26

27 Section 1. The Class Specification for Senior Assistant County Attorney is adopted
28 as set forth in Exhibit "A."
29

30 Section 2. The Pay Plan and Rates of Pay for Non-Union Unclassified Service
31 Employees of the Executive Office, effective July 1, 2024 through June 30, 2025, is hereby
32 amended by adding the material that is underscored and deleting the material that is
33 stricken as set forth in Exhibit "B."

34 Section 5. The Pay Plan and Rates of Pay for Non-Union Unclassified Service
35 Employees of the Executive Office, effective July 1, 2025 through June 30, 2026, is hereby
36 amended by adding the material that is underscored and deleting the material that is
37 stricken as set forth in Exhibit "C."

38
39 Section 6. The Pay Plan and Rates of Pay for Non-Union Unclassified Service
40 Employees of the Executive Office, effective July 1, 2026 is hereby amended by adding the
41 material that is underscored and deleting the material that is stricken as set forth in Exhibit
42 "D."

43
44 Section 7. The Pay Plan and Rates of Pay for Non-Union Classified Service
45 Employees, effective July 1, 2024 through June 30, 2025, is hereby amended by adding
46 the material that is underscored and deleting the material that is stricken as set forth in
47 Exhibit "E."

48
49 Section 9. The Pay Plan and Rates of Pay for Non-Union Classified Service
50 Employees, effective July 1, 2025 through June 30, 2026, is hereby amended by adding
51 the material that is underscored and deleting the material that is stricken as set forth in
52 Exhibit "F."

53
54 Section 10. The Pay Plan and Rates of Pay for Non-Union Classified Service
55 Employees, effective July 1, 2026 is hereby amended by adding the material that is
56 underscored and deleting the material that is stricken as set forth in Exhibit "G."

57
58 Section 11. This Ordinance shall become effective immediately upon its adoption by
59 County Council and approval by the County Executive, or as otherwise provided in 9 Del.
60 C. § 1156.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, adds the position title of Senior Assistant County Attorney (Pay Grade 36) to the Non-Union Unclassified Service Employees of the Executive Office and adopts the class specification of Senior Assistant County Attorney, as recommended by the Human Resources Advisory Board. This Ordinance also changes the Pay Grade for the position title of First Assistant County Attorney from Pay Grade 35 to Pay Grade 36 on the Pay Plan and Rates of Pay for Non-Union Classified Service Employees as recommended by the Human Resources Advisory Board.

FISCAL IMPACT: This Ordinance, if approved, adds the position title of Senior Assistant County Attorney (Pay Grade 36) to the Non-Union Unclassified Service Employees of the Executive Office and adopts the class specification of Senior Assistant County Attorney, as recommended by the Human Resources Advisory Board. Additionally, this Ordinance also changes the Pay Grade for the position title of First Assistant County Attorney from Pay Grade 35 to Pay Grade 36 on the Pay Plan and Rates of Pay for Non-Union Classified Service Employees.

There are currently three filled positions with the title of First Assistant County Attorney. The estimated fiscal impact (Salaries/Wages and Benefits) of reclassifying the three employees currently in these positions is \$32,563 in FY2025, \$33,362 in FY2026 and \$34,214 in FY2027.

NEW CASTLE COUNTY GOVERNMENT CLASS SPECIFICATION	Number Page 1 of 1 Date DRAFT
Title: SENIOR ASSISTANT COUNTY ATTORNEY	Approved:

GENERAL STATEMENT OF DUTIES: Performs specialized professional and confidential legal work for New Castle County; performs legal work as required by the County Attorney, County Solicitor or their designee and as required by the assigned area of expertise; assumes an increasing leadership role; demonstrates ability to recall and apply the institutional knowledge gained with at least 10 years of experience with New Castle County, including as an attorney with the Office of Law.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class performs responsible and confidential specialized legal work involving advice, assistance and representation. Also prepares and argues the County's position in litigation, provides legal counsel to departments and agencies as required, and conducts legal research in areas as assigned by the County Attorney or County Solicitor or their designee.

EXAMPLES OF WORK: (Illustrative Only)

- Provides legal advice and assistance;
- Represents New Castle County on assigned matters;
- Works with assigned department to implement training;
- Conducts research, handles litigation, drafts legal documents and performs other legal work required for area(s) of representation or as assigned by the supervising attorney;
- Represents boards or commissions as assigned;
- Functions as lead counsel on more significant cases;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service;
- Operates a personal computer and other related equipment in the course of work.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Excellent legal research and writing skills; excellent interpersonal skills and the ability to interact with and advise department managers and employees; knowledge of government law; knowledge of current board and court rules and the rules of evidence and procedure; ability to communicate courteously and effectively both verbally and in writing; ability to interpret and apply laws, ordinances, policies and procedures; demonstrated recall of, and ability to apply, institutional knowledge.

MINIMUM QUALIFICATIONS: At least 10 years with New Castle County, including prior work as an attorney with the Office of Law; graduation from an accredited law school; and membership in good standing in the Delaware Bar.

ADDITIONAL QUALIFICATIONS: Ability to pass a Class III County physical examination and background check.

HISTORY OF REVISIONS:
Established: DRAFT

**PAY PLAN AND RATES OF PAY FOR
NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
LEGAL SECRETARY	17	36,676	38,510	40,436	42,457	44,580	46,809	49,150	51,607	54,188	56,897
ETHICS COMMISSION ADMIN ASST	20	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744	62,730	65,867
EXECUTIVE ASSISTANT I	22	46,809	49,150	51,607	54,188	56,897	59,743	62,729	65,866	69,159	72,617
OFFICE OF LAW PARALEGAL	24	51,609	54,189	56,898	59,744	62,730	65,867	69,160	72,618	76,249	80,062
PARALEGAL TO THE COUNTY ATTORNEY	25	54,190	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066
EXECUTIVE ASSISTANT II	26	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269
LAW ENFORCEMENT TECHNICIAN	26										
COMPLAINTS OFFICER	27	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682
EXECUTIVE ASSISTANT III	30	69,161	72,619	76,250	80,063	84,066	88,269	92,683	97,317	102,183	107,292
STAFF DIRECTOR	30										
ASSISTANT COUNTY ATTORNEY I	32	76,252	80,065	84,068	88,271	92,685	97,319	102,185	107,294	112,658	118,291
ASSISTANT COUNTY ATTORNEY II	34	84,067	88,270	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414
DIRECTOR OF COMMUNICATIONS	34										
EXECUTIVE ASSISTANT IV	34										
DIRECTOR OF REDEVELOPMENT	36	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,934	143,781
<u>SENIOR ASSISTANT COUNTY ATTORNEY</u>											
CHIEF HUMAN RESOURCES OFFICER	38	102,185	107,294	112,658	118,291	124,206	130,416	136,937	143,784	150,974	158,523
CHIEF OF TECHNOLOGY AND ADMIN SERVICES	38										
COMMUNITY SERVICES DEPT. GEN. MANAGER	38										
COUNTY SOLICITOR	39	107,295	112,659	118,293	124,207	130,417	136,938	143,785	150,975	158,524	166,449
CHIEF FINANCIAL OFFICER	40	112,658	118,291	124,206	130,416	136,937	143,783	150,973	158,522	166,447	174,769
CHIEF OF STAFF	40										
COUNTY ATTORNEY	40										
DEPUTY CHIEF ADMINISTRATIVE OFFICER	40										
DIRECTOR OF PUBLIC SAFETY	40										
LAND USE DEPARTMENT GENERAL MANAGER	40										
POLICY DIRECTOR FOR THE COUNTY EXECUTIVE	40										
PUBLIC WORKS DEPARTMENT GENERAL MGR.	40										
CHIEF OF POLICE	41	137,997	144,896	152,141	159,748	167,736	176,123	184,929	194,175	203,884	214,078
PART-TIME ATTORNEY (hourly rate)		42.42	44.54	46.77	49.11	51.57	54.15	56.86	59.70	62.69	65.82
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY											
CHIEF ADMINISTRATIVE OFFICER		109,439	123,665	131,085	138,951	154,235	161,946	170,043	178,545	187,472	196,846
BOARD AND COMMISSIONERS RATES OF PAY											
JUDGEMENT COMMISSIONERS		\$9.25 PER HOUR									
MEMBER, BOARD OF ADJUSTMENT		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									
MEMBER, BOARD OF ASSESSMENT REVIEW		\$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS \$25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY.									
MEMBER, HISTORIC REVIEW BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									
MEMBER, HUMAN RESOURCES ADVISORY BOARD		\$100 PER MEETING									
MEMBER, PLANNING BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									
MEMBER, POLICE ACCOUNTABILITY BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									

Effective: 07/01/2024 (Ordinance 23-063)
Revised: 07/01/2024 (Ordinance 23-086)
Revised: 07/01/2023 (Ordinance 23-148)
Revised: 07/01/2024 (Ordinance 24-056)
Revised: 07/01/2024 (Ordinance 24-xxx)

**PAY PLAN AND RATES OF PAY FOR
NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
LEGAL SECRETARY	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320
ETHICS COMMISSION ADMIN ASST	20	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,299	67,514
EXECUTIVE ASSISTANT I	22	47,980	50,379	52,898	55,543	58,320	61,237	64,298	67,513	70,888	74,433
OFFICE OF LAW PARALEGAL	24	52,900	55,544	58,321	61,238	64,299	67,512	70,889	74,434	78,156	82,064
PARALEGAL TO THE COUNTY ATTORNEY	25	55,545	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168
EXECUTIVE ASSISTANT II LAW ENFORCEMENT TECHNICIAN	26 26	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476
COMPLAINTS OFFICER	27	61,238	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000
EXECUTIVE ASSISTANT III STAFF DIRECTOR	30 30	70,891	74,435	78,157	82,065	86,168	90,476	95,001	99,750	104,738	109,975
ASSISTANT COUNTY ATTORNEY I	32	78,159	82,067	86,170	90,478	95,003	99,752	104,740	109,977	115,475	121,249
ASSISTANT COUNTY ATTORNEY II DIRECTOR OF COMMUNICATIONS EXECUTIVE ASSISTANT IV	34 34 34	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675
DIRECTOR OF REDEVELOPMENT <u>SENIOR ASSISTANT COUNTY ATTORNEY</u>	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376
CHIEF HUMAN RESOURCES OFFICER CHIEF OF TECHNOLOGY AND ADMIN SERVICES COMMUNITY SERVICES DEPT. GEN. MANAGER	38 38 38	104,740	109,977	115,475	121,249	127,312	133,677	140,361	147,379	154,749	162,487
COUNTY SOLICITOR	39	109,978	115,476	121,251	127,313	133,678	140,362	147,380	154,750	162,488	170,611
CHIEF FINANCIAL OFFICER CHIEF OF STAFF COUNTY ATTORNEY DEPUTY CHIEF ADMINISTRATIVE OFFICER DIRECTOR OF PUBLIC SAFETY LAND USE DEPARTMENT GENERAL MANAGER POLICY DIRECTOR FOR THE COUNTY EXECUTIVE PUBLIC WORKS DEPARTMENT GENERAL MGR.	40 40 40 40 40 40 40 40	115,475	121,249	127,312	133,677	140,361	147,378	154,748	162,486	170,609	179,139
CHIEF OF POLICE	41	141,447	148,518	155,945	163,742	171,929	180,526	189,552	199,029	208,981	219,430
PART-TIME ATTORNEY (hourly rate)		43.48	45.65	47.93	50.33	52.85	55.49	58.26	61.17	64.23	67.44
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY											
CHIEF ADMINISTRATIVE OFFICER		112,175	126,757	134,363	142,425	158,091	165,995	174,295	183,009	192,159	201,768
BOARD AND COMMISSIONERS RATES OF PAY											
JUDGEMENT COMMISSIONERS		\$9.25 PER HOUR									
MEMBER, BOARD OF ADJUSTMENT		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									
MEMBER, BOARD OF ASSESSMENT REVIEW		\$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS \$25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY.									
MEMBER, HISTORIC REVIEW BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									
MEMBER, HUMAN RESOURCES ADVISORY BOARD		\$100 PER MEETING									
MEMBER, PLANNING BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									
MEMBER, POLICE ACCOUNTABILITY BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									

Effective: 07/01/2025 (Ordinance 23-063)
Revised: 07/01/2025 (Ordinance 23-086)
Revised: 07/01/2023 (Ordinance 23-148)
Revised: 07/01/2024 (Ordinance 24-056)
Revised: 07/01/2025 (Ordinance 24-xxx)

**PAY PLAN AND RATES OF PAY FOR
NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
LEGAL SECRETARY	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778
ETHICS COMMISSION ADMIN ASST	20	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,907	69,202
EXECUTIVE ASSISTANT I	22	49,180	51,639	54,221	56,932	59,778	62,768	65,906	69,201	72,661	76,294
OFFICE OF LAW PARALEGAL	24	54,223	56,933	59,780	62,769	65,907	69,202	72,662	76,295	80,110	84,116
PARALEGAL TO THE COUNTY ATTORNEY	25	56,934	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323
EXECUTIVE ASSISTANT II LAW ENFORCEMENT TECHNICIAN	26 26	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738
COMPLAINTS OFFICER	27	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375
EXECUTIVE ASSISTANT III STAFF DIRECTOR	30 30	72,664	76,296	80,111	84,117	88,323	92,738	97,377	102,244	107,357	112,725
ASSISTANT COUNTY ATTORNEY I	32	80,113	84,119	88,325	92,740	97,379	102,246	107,359	112,727	118,362	124,281
ASSISTANT COUNTY ATTORNEY II DIRECTOR OF COMMUNICATIONS EXECUTIVE ASSISTANT IV	34 34 34	88,324	92,739	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017
DIRECTOR OF REDEVELOPMENT <u>SENIOR ASSISTANT COUNTY ATTORNEY</u>	36	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,867	151,061
CHIEF HUMAN RESOURCES OFFICER CHIEF OF TECHNOLOGY AND ADMIN SERVICES COMMUNITY SERVICES DEPT. GEN. MANAGER	38 38 38	107,359	112,727	118,362	124,281	130,495	137,019	143,871	151,064	158,618	166,550
COUNTY SOLICITOR	39	112,728	118,363	124,283	130,496	137,020	143,872	151,065	158,619	166,551	174,877
CHIEF FINANCIAL OFFICER CHIEF OF STAFF COUNTY ATTORNEY DEPUTY CHIEF ADMINISTRATIVE OFFICER DIRECTOR OF PUBLIC SAFETY LAND USE DEPARTMENT GENERAL MANAGER POLICY DIRECTOR FOR THE COUNTY EXECUTIVE PUBLIC WORKS DEPARTMENT GENERAL MGR.	40 40 40 40 40 40 40 40	118,362	124,281	130,495	137,019	143,871	151,063	158,617	166,549	174,875	183,618
CHIEF OF POLICE	41	141,447	148,518	155,945	163,742	171,929	180,526	189,552	199,029	208,981	219,430
PART-TIME ATTORNEY (hourly rate)		44.57	46.80	49.14	51.60	54.18	56.89	59.73	62.72	65.86	69.15
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY											
CHIEF ADMINISTRATIVE OFFICER		114,980	129,926	137,723	145,986	162,044	170,145	178,653	187,585	196,963	206,813
BOARD AND COMMISSIONERS RATES OF PAY											
JUDGEMENT COMMISSIONERS		\$9.25 PER HOUR									
MEMBER, BOARD OF ADJUSTMENT		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									
MEMBER, BOARD OF ASSESSMENT REVIEW		\$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS \$25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY.									
MEMBER, HISTORIC REVIEW BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									
MEMBER, HUMAN RESOURCES ADVISORY BOARD		\$100 PER MEETING									
MEMBER, PLANNING BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									
MEMBER, POLICE ACCOUNTABILITY BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING									

Effective: 07/01/2026 (Ordinance 23-063)
Revised: 07/01/2026 (Ordinance 23-086)
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Revised: 07/01/2026 (Ordinance 24-xxx)

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	34,929	36,675	38,509	40,435	42,456	44,578	46,806	49,147	51,604	54,185
INSURANCE CLAIMS ASSISTANT	17	36,676	38,510	40,436	42,457	44,580	46,809	49,150	51,607	54,188	56,897
SENIOR SERVICES CENTER DIRECTOR	18	38,511	40,437	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744	62,730	65,867
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	46,809	49,150	51,607	54,188	56,897	59,743	62,729	65,866	69,159	72,617
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	49,149	51,606	54,187	56,896	59,742	62,728	65,865	69,158	72,616	76,247
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	51,609	54,189	56,898	59,744	62,730	65,867	69,160	72,618	76,249	80,062
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	54,190	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682	97,316
PAYROLL SUPERVISOR	29	65,869	69,162	72,620	76,251	80,064	84,067	88,270	92,684	97,318	102,184
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	69,161	72,619	76,250	80,063	84,066	88,269	92,683	97,317	102,183	107,292
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	72,623	76,253	80,066	84,069	88,272	92,686	97,320	102,187	107,296	112,660
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	76,252	80,065	84,068	88,271	92,685	97,319	102,185	107,294	112,658	118,291

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	84,067	88,270	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414
ASSISTANT LAND USE MANAGER											
CHIEF OF SPECIAL PROJECTS											
COMMUNITY SERVICES MANAGER											
ENGINEERING SERVICES MANAGER											
INFORMATION SYSTEMS MANAGER											
INSURANCE AND LOSS CONTROL MANAGER											
INTERNAL SERVICES MANAGER											
PARKS DIVISION MANAGER											
PENSION PROGRAM MANAGER											
SEWER OPERATIONS MANAGER											
STORMWATER & ENVIRONMENTAL PROGS. MGR											
TREASURY MANAGER											
FINANCE LEGAL OFFICER	35	88,271	92,685	97,319	102,185	107,294	112,658	118,291	124,206	130,416	136,937
FIRST ASSISTANT COUNTY ATTORNEY											
HUMAN RESOURCES MANAGER											
<u>FIRST ASSISTANT COUNTY ATTORNEY</u>	36	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,934	143,781
PUBLIC WORKS SENIOR MANAGER											
DEPUTY CHIEF OF TECHNOLOGY											

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	73,574	77,031	80,663	84,476	88,478	92,682	97,096	101,730	106,595	111,705
CHIEF OF EMERGENCY COMMUNICATIONS	36	97,097	101,731	106,596	111,706	117,070	122,702	128,616	134,827	141,347	148,194
CHIEF OF EMERGENCY MEDICAL SERVICES	38	109,539	114,649	120,013	125,645	131,560	137,771	144,292	151,139	158,328	165,877

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PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	35,803	37,592	39,472	41,446	43,518	45,693	47,977	50,376	52,895	55,540
INSURANCE CLAIMS ASSISTANT	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320
SENIOR SERVICES CENTER DIRECTOR	18	39,474	41,448	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,299	67,514
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	47,980	50,379	52,898	55,543	58,320	61,237	64,298	67,513	70,888	74,433
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	50,378	52,897	55,542	58,319	61,236	64,297	67,512	70,887	74,432	78,154
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	52,900	55,544	58,321	61,238	64,299	67,514	70,889	74,434	78,156	82,064
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	55,545	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	61,238	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000	99,749
PAYROLL SUPERVISOR	29	67,516	70,892	74,436	78,158	82,066	86,169	90,477	95,002	99,751	104,739
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	70,891	74,435	78,157	82,065	86,168	90,476	95,001	99,750	104,738	109,975
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	74,439	78,160	82,068	86,171	90,479	95,004	99,753	104,742	109,979	115,477
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	78,159	82,067	86,170	90,478	95,003	99,752	104,740	109,977	115,475	121,249

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675
ASSISTANT LAND USE MANAGER											
CHIEF OF SPECIAL PROJECTS											
COMMUNITY SERVICES MANAGER											
ENGINEERING SERVICES MANAGER											
INFORMATION SYSTEMS MANAGER											
INSURANCE AND LOSS CONTROL MANAGER											
INTERNAL SERVICES MANAGER											
PARKS DIVISION MANAGER											
PENSION PROGRAM MANAGER											
SEWER OPERATIONS MANAGER											
STORMWATER & ENVIRONMENTAL PROGS. MGR											
TREASURY MANAGER											
FINANCE LEGAL OFFICER	35	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312	133,677	140,361
FIRST ASSISTANT COUNTY ATTORNEY											
HUMAN RESOURCES MANAGER											
<u>FIRST ASSISTANT COUNTY ATTORNEY</u>	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376
PUBLIC WORKS SENIOR MANAGER											
DEPUTY CHIEF OF TECHNOLOGY											

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	75,414	78,957	82,680	86,588	90,690	95,000	99,524	104,274	109,260	114,498
CHIEF OF EMERGENCY COMMUNICATIONS	36	99,525	104,275	109,261	114,499	119,997	125,770	131,832	138,198	144,881	151,899
CHIEF OF EMERGENCY MEDICAL SERVICES	38	112,278	117,516	123,014	128,787	134,849	141,216	147,900	154,918	162,287	170,024

Effective: 07/01/2025 (Ordinance 23-063)**Revised: 07/01/2025 (Ordinance 23-086)****Revised: 08/29/2023 (Ordinance 23-097)****Revised: 08/01/2023 (Ordinance 23-126)****Revised: 07/07/2022 (Ordinance 24-013)****Revised: 07/01/2025 (Ordinance 24-xxx)**

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	36,699	38,532	40,459	42,483	44,606	46,836	49,177	51,636	54,218	56,929
INSURANCE CLAIMS ASSISTANT	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778
SENIOR SERVICES CENTER DIRECTOR	18	40,461	42,485	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,907	69,202
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	49,180	51,639	54,221	56,932	59,778	62,768	65,906	69,201	72,661	76,294
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	51,638	54,220	56,931	59,777	62,767	65,905	69,200	72,660	76,293	80,108
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	54,223	56,933	59,780	62,769	65,907	69,202	72,662	76,295	80,110	84,116
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	56,934	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375	102,243
PAYROLL SUPERVISOR	29	69,204	72,665	76,297	80,112	84,118	88,324	92,739	97,378	102,245	107,358
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	72,664	76,296	80,111	84,117	88,323	92,738	97,377	102,244	107,357	112,725
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	76,300	80,114	84,120	88,326	92,741	97,380	102,247	107,361	112,729	118,364
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	80,113	84,119	88,325	92,740	97,379	102,246	107,359	112,727	118,362	124,281

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER ASSISTANT LAND USE MANAGER CHIEF OF SPECIAL PROJECTS COMMUNITY SERVICES MANAGER ENGINEERING SERVICES MANAGER INFORMATION SYSTEMS MANAGER INSURANCE AND LOSS CONTROL MANAGER INTERNAL SERVICES MANAGER PARKS DIVISION MANAGER PENSION PROGRAM MANAGER SEWER OPERATIONS MANAGER STORMWATER & ENVIRONMENTAL PROGS. MGR TREASURY MANAGER	34	88,324	92,739	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017
FINANCE LEGAL OFFICER FIRST ASSISTANT COUNTY ATTORNEY HUMAN RESOURCES MANAGER	35	92,740	97,379	102,246	107,359	112,727	118,362	124,281	130,495	137,019	143,871
<u>FIRST ASSISTANT COUNTY ATTORNEY</u> PUBLIC WORKS SENIOR MANAGER DEPUTY CHIEF OF TECHNOLOGY	36	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,867	151,061

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	77,300	80,931	84,747	88,753	92,958	97,375	102,013	106,881	111,992	117,361
CHIEF OF EMERGENCY COMMUNICATIONS	36	102,014	106,882	111,993	117,362	122,997	128,915	135,128	141,653	148,504	155,697
CHIEF OF EMERGENCY MEDICAL SERVICES	38	115,085	120,454	126,090	132,007	138,221	144,747	151,598	158,791	166,345	174,275

*Effective: 07/01/2026 (Ordinance 23-063)**Revised: 07/01/2026 (Ordinance 23-086)**Revised: 08/29/2023 (Ordinance 23-097)**Revised: 08/01/2023 (Ordinance 23-126)**Revised: 07/07/2022 (Ordinance 24-013)**Revised: 07/01/2026 (Ordinance 24-xxx)*

ORDINANCE NO. 24-150

AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS AND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME (AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES) AFL-CIO AND ITS AFFILIATE, LOCAL 3109

1 **WHEREAS**, the County Executive has recommended amendments to the Pay Plans and
2 Rates of Pay for Classified Service Managers and Administrators, and Classified Service
3 Professional Employees represented by the Delaware Public Employees Council 81, AFSCME
4 AFL-CIO and its affiliate, Local 3109 (hereinafter "Local 3109") to reflect wage increases agreed
5 to during contract negotiations.

6
7 **NOW, THEREFORE, THE NEW CASTLE COUNTY COUNCIL HEREBY ORDAINS:**
8

9 Section 1. The Pay Plan and Rates of Pay for Classified Service Managers and
10 Administrators (Non-Paramedic Classifications) represented by Local 3109, for the period July
11 1, 2023 through June 30, 2024 as set forth in Exhibit "A", all of which shall be considered
12 underscored, is hereby adopted in its entirety retroactive to July 1, 2023.
13

14 Section 2. The Pay Plan and Rates of Pay for Classified Service Managers and
15 Administrators (Non-Paramedic Classifications) represented by Local 3109, for the period July
16 1, 2024 through June 30, 2025 as set forth in Exhibit "B", all of which shall be considered
17 underscored, is hereby adopted in its entirety retroactive to July 1, 2024.
18

19 Section 3. The Pay Plan and Rates of Pay for Classified Service Managers and
20 Administrators (Non-Paramedic Classifications) represented by Local 3109, effective July 1,
21 2025 through June 30, 2026 as set forth in Exhibit "C", all of which shall be considered
22 underscored, is hereby adopted in its entirety.
23

24 Section 4. The Pay Plan and Rates of Pay for Classified Service Managers and
25 Administrators (Non-Paramedic Classifications) represented by Local 3109, effective July 1,
26 2026 as set forth in Exhibit "D", all of which shall be considered underscored, is hereby adopted
27 in its entirety.
28

29 Section 5. The Pay Plan and Rates of Pay for Classified Service Managers and
30 Administrators (Paramedic Classifications) represented by Local 3109, for the period July 1,
31 2023 through December 31, 2023 as set forth in Exhibit "E", all of which shall be considered
32 underscored, is hereby adopted in its entirety retroactive to July 1, 2023.
33

34 Section 6. The Pay Plan and Rates of Pay for Classified Service Managers and
35 Administrators (Paramedic Classifications) represented by Local 3109, for the period January 1,
36 2024 through June 30, 2024 as set forth in Exhibit "F", all of which shall be considered
37 underscored, is hereby adopted in its entirety retroactive to January 1, 2024.

38 Section 7. The Pay Plan and Rates of Pay for Classified Service Managers and
39 Administrators (Paramedic Classifications) represented by Local 3109, for the period July 1,
40 2024 through June 30, 2025 as set forth in Exhibit "G", all of which shall be considered
41 underscored, is hereby adopted in its entirety retroactive to July 1, 2024.
42

43 Section 8. The Pay Plan and Rates of Pay for Classified Service Managers and
44 Administrators (Paramedic Classifications) represented by Local 3109, effective July 1, 2025
45 through June 30, 2026 as set forth in Exhibit "H", all of which shall be considered underscored,
46 is hereby adopted in its entirety.
47

48 Section 9. The Pay Plan and Rates of Pay for Classified Service Managers and
49 Administrators (Paramedic Classifications) represented by Local 3109, effective July 1, 2026 as
50 set forth in Exhibit "I", all of which shall be considered underscored, is hereby adopted in its
51 entirety.
52

53 Section 10. The Pay Plan and Rates of Pay for Classified Service Professional
54 Employees represented by Local 3109, for the period July 1, 2023 through June 30, 2024 as set
55 forth in Exhibit "J", all of which shall be considered underscored, is hereby adopted in its entirety
56 retroactive to July 1, 2023.
57

58 Section 11. The Pay Plan and Rates of Pay for Classified Service Professional
59 Employees represented by Local 3109, effective July 1, 2024 through June 30, 2025 as set forth
60 in Exhibit "K", all of which shall be considered underscored, is hereby adopted in its entirety
61 retroactive to July 1, 2024.
62

63 Section 12. The Pay Plan and Rates of Pay for Classified Service Professional
64 Employees represented by Local 3109, effective July 1, 2025 through June 30, 2026 as set forth
65 in Exhibit "L", all of which shall be considered underscored, is hereby adopted in its entirety.
66

67 Section 13. The Pay Plan and Rates of Pay for Classified Service Professional
68 Employees represented by Local 3109, effective July 1, 2026 as set forth in Exhibit "M", all of
69 which shall be considered underscored, is hereby adopted in its entirety.
70

71 Section 14. This Ordinance shall be effective upon adoption by New Castle County
72 Council and approval of the County Executive, or as otherwise provided in 9 Del. C. § 1156.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
New Castle County

Approved on:

Matthew Meyer
County Executive

SYNOPSIS: This Ordinance, if approved, amends the Pay Plan and Rates of Pay to implement the wage increases resulting from the County's collective bargaining negotiations with Local 3109.

This four-year agreement defines the wages and other terms of employment for the bargaining unit retroactive to July 1, 2023. The agreement provides for a 2.5% wage increase for the period July 1, 2023 through June 30, 2024; a 2.5% wage increase for the period July 1, 2024 through June 30, 2025; a 2.5% wage increase for the period July 1, 2025 through June 30, 2026; and a 2.5% wage increase effective July 1, 2026. Additionally, effective July 1, 2023, an increase to Step 11 (from 3% above Step 10 to 4% above Step 10) and effective July 1, 2024, an additional increase to Step 11 (from 4% above Step 10 to 5% above Step 10). Furthermore, effective January 1, 2024, the pay scale steps for Emergency Medical Services Captain and Emergency Services Assistant Chief have been adjusted to provide pay equity between paramedic employees and supervisors.

FISCAL NOTE: This Ordinance approves and adopts a new pay plan and rates of pay for the Classified Employees represented by Union Local 3109.

The estimated fiscal impacts (Salaries/Wages and Employee Benefits) of the Collective Bargaining agreement for the period of July 1, 2023 through June 30, 2027 are as follows:

FY2024	\$510,732
FY2025	\$1,057,229
FY2026	\$1,533,153
FY2027	\$2,028,495

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS REPRESENTED BY LOCAL 3109
(Non-Paramedic Classifications)**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
EMERGENCY SERVICES ADMINISTRATOR RECREATION SUPERVISOR	25 25	52,847	55,489	58,264	61,177	64,238	67,448	70,822	74,363	78,081	81,985	85,264
MAPPING SUPPORT SUPERVISOR	26	55,489	58,264	61,177	64,238	67,448	70,822	74,363	78,081	81,985	86,084	89,527
ACCOUNTANT III LIBRARIAN II PROPERTY ASSESSMENT SERVICES ADMINISTRATOR	28 28 28	61,177	64,238	67,448	70,822	74,363	78,081	81,985	86,084	90,388	94,908	98,704
FINANCE OPERATIONS SUPERVISOR	29	64,238	67,448	70,822	74,363	78,081	81,985	86,084	90,388	94,908	99,654	103,640
ACCOUNTING AND FISCAL OFFICER ASSISTANT PLANNING MANAGER CHIEF OF BUILDING OPERATIONS AND MAIN. CHIEF OF CONSTRUCTION SUPPORT COMP. AND PENSION SYSTEMS COORD. EMERGENCY SERVICES ASSISTANT MANAGER FLEET SERVICES MANAGER INSPECTIONS MANAGER PROPERTY MANAGER	30 30 30 30 30 30 30 30 30	67,448	70,822	74,363	78,081	81,985	86,084	90,388	94,908	99,654	104,637	108,822
ASSISTANT COUNTY ENGINEER	34	81,985	86,084	90,388	94,908	99,654	104,637	109,869	115,362	121,129	127,186	132,273

Effective: 07/01/2023 (Ordinance xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS REPRESENTED BY LOCAL 3109
(Non-Paramedic Classifications)**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
EMERGENCY SERVICES ADMINISTRATOR RECREATION SUPERVISOR	25 25	54,168	56,876	59,721	62,706	65,844	69,134	72,593	76,222	80,033	84,035	88,237
MAPPING SUPPORT SUPERVISOR	26	56,876	59,721	62,706	65,844	69,134	72,593	76,222	80,033	84,035	88,236	92,648
ACCOUNTANT III LIBRARIAN II PROPERTY ASSESSMENT SERVICES ADMINISTRATOR	28 28 28	62,706	65,844	69,134	72,593	76,222	80,033	84,035	88,236	92,648	97,281	102,145
FINANCE OPERATIONS SUPERVISOR	29	65,844	69,134	72,593	76,222	80,033	84,035	88,236	92,648	97,281	102,145	107,252
ACCOUNTING AND FISCAL OFFICER ASSISTANT PLANNING MANAGER CHIEF OF BUILDING OPERATIONS AND MAIN. CHIEF OF CONSTRUCTION SUPPORT COMP. AND PENSION SYSTEMS COORD. EMERGENCY SERVICES ASSISTANT MANAGER FLEET SERVICES MANAGER INSPECTIONS MANAGER PROPERTY MANAGER	30 30 30 30 30 30 30 30 30	69,134	72,593	76,222	80,033	84,035	88,236	92,648	97,281	102,145	107,253	112,616
ASSISTANT COUNTY ENGINEER	34	84,035	88,236	92,648	97,281	102,145	107,253	112,616	118,246	124,157	130,366	136,884

Effective: 07/01/2024 (Ordinance xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS REPRESENTED BY LOCAL 3109
(Non-Paramedic Classifications)**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
EMERGENCY SERVICES ADMINISTRATOR RECREATION SUPERVISOR	25 25	55,522	58,298	61,214	64,274	67,490	70,862	74,408	78,128	82,034	86,136	90,443
MAPPING SUPPORT SUPERVISOR	26	58,298	61,214	64,274	67,490	70,862	74,408	78,128	82,034	86,136	90,442	94,964
ACCOUNTANT III LIBRARIAN II PROPERTY ASSESSMENT SERVICES ADMINISTRATOR	28 28 28	64,274	67,490	70,862	74,408	78,128	82,034	86,136	90,442	94,964	99,713	104,699
FINANCE OPERATIONS SUPERVISOR	29	67,490	70,862	74,408	78,128	82,034	86,136	90,442	94,964	99,713	104,699	109,933
ACCOUNTING AND FISCAL OFFICER ASSISTANT PLANNING MANAGER CHIEF OF BUILDING OPERATIONS AND MAIN. CHIEF OF CONSTRUCTION SUPPORT COMP. AND PENSION SYSTEMS COORD. EMERGENCY SERVICES ASSISTANT MANAGER FLEET SERVICES MANAGER INSPECTIONS MANAGER PROPERTY MANAGER	30 30 30 30 30 30 30 30 30	70,862	74,408	78,128	82,034	86,136	90,442	94,964	99,713	104,699	109,934	115,431
ASSISTANT COUNTY ENGINEER	34	86,136	90,442	94,964	99,713	104,699	109,934	115,431	121,202	127,261	133,625	140,306

Effective: 07/01/2025 (Ordinance xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS REPRESENTED BY LOCAL 3109
(Non-Paramedic Classifications)**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
EMERGENCY SERVICES ADMINISTRATOR	25	56,910	59,755	62,744	65,881	69,177	72,634	76,268	80,081	84,085	88,289	92,704
RECREATION SUPERVISOR	25											
MAPPING SUPPORT SUPERVISOR	26	59,755	62,744	65,881	69,177	72,634	76,268	80,081	84,085	88,289	92,703	97,338
ACCOUNTANT III	28	65,881	69,177	72,634	76,268	80,081	84,085	88,289	92,703	97,338	102,206	107,316
LIBRARIAN II	28											
PROPERTY ASSESSMENT SERVICES ADMINISTRATOR	28											
FINANCE OPERATIONS SUPERVISOR	29	69,177	72,634	76,268	80,081	84,085	88,289	92,703	97,338	102,206	107,316	112,681
ACCOUNTING AND FISCAL OFFICER	30	72,634	76,268	80,081	84,085	88,289	92,703	97,338	102,206	107,316	112,682	118,317
ASSISTANT PLANNING MANAGER	30											
CHIEF OF BUILDING OPERATIONS AND MAIN.	30											
CHIEF OF CONSTRUCTION SUPPORT	30											
COMP. AND PENSION SYSTEMS COORD.	30											
EMERGENCY SERVICES ASSISTANT MANAGER	30											
FLEET SERVICES MANAGER	30											
INSPECTIONS MANAGER	30											
PROPERTY MANAGER	30											
ASSISTANT COUNTY ENGINEER	34	88,289	92,703	97,338	102,206	107,316	112,682	118,317	124,232	130,443	136,966	143,814

Effective: 07/01/2026 (Ordinance xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS REPRESENTED BY LOCAL 3109
(Paramedic Classifications)**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
EMERGENCY MEDICAL SERVICES CAPTAIN	32	81,538	85,256	89,160	93,259	97,563	102,083	106,829	111,812	117,044	122,537	127,438
EMERGENCY MEDICAL SERVICES ASST. CHIEF	34	89,160	93,259	97,563	102,083	106,829	111,812	117,044	122,537	128,304	134,361	139,735

Effective: 07/01/2023 (Ordinance xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS REPRESENTED BY LOCAL 3109
(Paramedic Classifications)**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
EMERGENCY MEDICAL SERVICES CAPTAIN	32	86,059	90,362	94,880	99,624	104,605	109,835	115,327	121,093	127,148	133,505	138,845
EMERGENCY MEDICAL SERVICES ASST. CHIEF	34	94,665	99,398	104,368	109,586	115,065	120,818	126,859	133,202	139,862	146,855	152,729

Effective: 01/01/2024 (Ordinance xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS REPRESENTED BY LOCAL 3109
(Paramedic Classifications)**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
EMERGENCY MEDICAL SERVICES CAPTAIN	32	88,210	92,621	97,252	102,114	107,220	112,580	118,210	124,121	130,326	136,843	143,685
EMERGENCY MEDICAL SERVICES ASST. CHIEF	34	97,031	101,883	106,977	112,325	117,942	123,838	130,031	136,533	143,359	150,527	158,053

Effective: 07/01/2024 (Ordinance xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS REPRESENTED BY LOCAL 3109
(Paramedic Classifications)**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
EMERGENCY MEDICAL SERVICES CAPTAIN	32	90,415	94,936	99,683	104,667	109,900	115,396	121,165	127,223	133,584	140,263	147,276
EMERGENCY MEDICAL SERVICES ASST. CHIEF	34	99,457	104,430	109,651	115,134	120,890	126,936	133,282	139,945	146,942	154,289	162,003

Effective: 07/01/2025 (Ordinance xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE MANAGERS AND ADMINISTRATORS REPRESENTED BY LOCAL 3109
(Paramedic Classifications)**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
EMERGENCY MEDICAL SERVICES CAPTAIN	32	92,676	97,310	102,175	107,284	112,648	118,280	124,194	130,404	136,924	143,771	150,960
EMERGENCY MEDICAL SERVICES ASST. CHIEF	34	101,944	107,041	112,393	118,012	123,913	130,108	136,613	143,444	150,616	158,148	166,055

Effective: 07/01/2026 (Ordinance xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC
EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3109**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
HOUSING SPECIALIST	19	39,433	41,405	43,475	45,650	47,932	50,329	52,847	55,489	58,264	61,177	63,624
RECREATION SPECIALIST	19											
AUTOMOTIVE PARTS SUPERVISOR	22	45,650	47,932	50,329	52,847	55,489	58,264	61,177	64,238	67,448	70,822	73,655
PLANNER I	22											
COMMUNITY SERVICES COORDINATOR	23	47,932	50,329	52,847	55,489	58,264	61,177	64,238	67,448	70,822	74,363	77,338
CUSTOMER INFO AND ASSISTANCE COORD	23											
HEALTH SERVICES NURSE	23											
ASSESSMENT ANALYST	24	50,329	52,847	55,489	58,264	61,177	64,238	67,448	70,822	74,363	78,081	81,204
EMERGENCY PREPAREDNESS PLANNER	24											
HOUSING FINANCIAL ADVISOR	24											
PROGRAM ANALYST	24											
JUNIOR SYSTEMS PROGRAMMER	26	55,489	58,264	61,177	64,238	67,448	70,822	74,363	78,081	81,985	86,084	89,527
LIBRARIAN I	26											
PENSION PROGRAM ANALYST	26											
PLANNER II	26											
BUDGET AND PROCEDURES ANALYST	27	58,264	61,177	64,238	67,448	70,822	74,363	78,081	81,985	86,084	90,388	94,004
COORDINATOR OF EMERGENCY PLANNING	28	61,177	64,238	67,448	70,822	74,363	78,081	81,985	86,084	90,388	94,908	98,704
HOUSING MANAGEMENT ANALYST	28											
INFORMATION SYSTEMS SPECIALIST	28											
LANDSCAPE ARCHITECT	28											
SEWER SYSTEM ANALYST	28											
SYSTEMS PROGRAMMER	28											
TRAFFIC ENGINEER	28											
SENIOR BUDGET AND PROCEDURES ANALYST	29	64,238	67,448	70,822	74,363	78,081	81,985	86,084	90,388	94,908	99,654	103,640
INFORMATION SYSTEMS COORDINATOR	30	67,448	70,822	74,363	78,081	81,985	86,084	90,388	94,908	99,654	104,637	108,822
OPERATIONS ENGINEER	30											
PARKS DEVELOPMENT PLANNER	30											
PLANNER III	30											
TRAINING ADMINISTRATOR	30											
SENIOR NETWORK ENGINEER	31	70,822	74,363	78,081	81,985	86,084	90,388	94,908	99,654	104,637	109,869	114,264
GEOGRAPHIC INFORMATION SYSTEMS MANAGER	32	74,363	78,081	81,985	86,084	90,388	94,908	99,654	104,637	109,869	115,362	119,976
CHIEF PROCUREMENT OFFICER	34	81,985	86,084	90,388	94,908	99,654	104,637	109,869	115,362	121,129	127,186	132,273

Effective: 07/01/2023 (Ord xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC
EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3109**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
HOUSING SPECIALIST	19	40,419	42,440	44,562	46,791	49,130	51,587	54,168	56,876	59,721	62,706	65,841
RECREATION SPECIALIST	19											
AUTOMOTIVE PARTS SUPERVISOR	22	46,791	49,130	51,587	54,168	56,876	59,721	62,706	65,844	69,134	72,593	76,223
PLANNER I	22											
COMMUNITY SERVICES COORDINATOR	23	49,130	51,587	54,168	56,876	59,721	62,706	65,844	69,134	72,593	76,222	80,033
CUSTOMER INFO AND ASSISTANCE COORD	23											
HEALTH SERVICES NURSE	23											
ASSESSMENT ANALYST	24	51,587	54,168	56,876	59,721	62,706	65,844	69,134	72,593	76,222	80,033	84,035
EMERGENCY PREPAREDNESS PLANNER	24											
HOUSING FINANCIAL ADVISOR	24											
PROGRAM ANALYST	24											
JUNIOR SYSTEMS PROGRAMMER	26	56,876	59,721	62,706	65,844	69,134	72,593	76,222	80,033	84,035	88,236	92,648
LIBRARIAN I	26											
PENSION PROGRAM ANALYST	26											
PLANNER II	26											
BUDGET AND PROCEDURES ANALYST	27	59,721	62,706	65,844	69,134	72,593	76,222	80,033	84,035	88,236	92,648	97,280
COORDINATOR OF EMERGENCY PLANNING	28	62,706	65,844	69,134	72,593	76,222	80,033	84,035	88,236	92,648	97,281	102,145
HOUSING MANAGEMENT ANALYST	28											
INFORMATION SYSTEMS SPECIALIST	28											
LANDSCAPE ARCHITECT	28											
SEWER SYSTEM ANALYST	28											
SYSTEMS PROGRAMMER	28											
TRAFFIC ENGINEER	28											
SENIOR BUDGET AND PROCEDURES ANALYST	29	65,844	69,134	72,593	76,222	80,033	84,035	88,236	92,648	97,281	102,145	107,252
INFORMATION SYSTEMS COORDINATOR	30	69,134	72,593	76,222	80,033	84,035	88,236	92,648	97,281	102,145	107,253	112,616
OPERATIONS ENGINEER	30											
PARKS DEVELOPMENT PLANNER	30											
PLANNER III	30											
TRAINING ADMINISTRATOR	30											
SENIOR NETWORK ENGINEER	31	72,593	76,222	80,033	84,035	88,236	92,648	97,281	102,145	107,253	112,616	118,247
GEOGRAPHIC INFORMATION SYSTEMS MANAGER	32	76,222	80,033	84,035	88,236	92,648	97,281	102,145	107,253	112,616	118,246	124,158
CHIEF PROCUREMENT OFFICER	34	84,035	88,236	92,648	97,281	102,145	107,253	112,616	118,246	124,157	130,366	136,884

Effective: 07/01/2024 (Ord xx-xxx)

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC
EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3109**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
HOUSING SPECIALIST	19	41,429	43,501	45,676	47,961	50,358	52,877	55,522	58,298	61,214	64,274	67,487
RECREATION SPECIALIST	19											
AUTOMOTIVE PARTS SUPERVISOR	22	47,961	50,358	52,877	55,522	58,298	61,214	64,274	67,490	70,862	74,408	78,129
PLANNER I	22											
COMMUNITY SERVICES COORDINATOR	23	50,358	52,877	55,522	58,298	61,214	64,274	67,490	70,862	74,408	78,128	82,034
CUSTOMER INFO AND ASSISTANCE COORD	23											
HEALTH SERVICES NURSE	23											
ASSESSMENT ANALYST	24	52,877	55,522	58,298	61,214	64,274	67,490	70,862	74,408	78,128	82,034	86,136
EMERGENCY PREPAREDNESS PLANNER	24											
HOUSING FINANCIAL ADVISOR	24											
PROGRAM ANALYST	24											
JUNIOR SYSTEMS PROGRAMMER	26	58,298	61,214	64,274	67,490	70,862	74,408	78,128	82,034	86,136	90,442	94,964
LIBRARIAN I	26											
PENSION PROGRAM ANALYST	26											
PLANNER II	26											
BUDGET AND PROCEDURES ANALYST	27	61,214	64,274	67,490	70,862	74,408	78,128	82,034	86,136	90,442	94,964	99,712
COORDINATOR OF EMERGENCY PLANNING	28	64,274	67,490	70,862	74,408	78,128	82,034	86,136	90,442	94,964	99,713	104,699
HOUSING MANAGEMENT ANALYST	28											
INFORMATION SYSTEMS SPECIALIST	28											
LANDSCAPE ARCHITECT	28											
SEWER SYSTEM ANALYST	28											
SYSTEMS PROGRAMMER	28											
TRAFFIC ENGINEER	28											
SENIOR BUDGET AND PROCEDURES ANALYST	29	67,490	70,862	74,408	78,128	82,034	86,136	90,442	94,964	99,713	104,699	109,933
INFORMATION SYSTEMS COORDINATOR	30	70,862	74,408	78,128	82,034	86,136	90,442	94,964	99,713	104,699	109,934	115,431
OPERATIONS ENGINEER	30											
PARKS DEVELOPMENT PLANNER	30											
PLANNER III	30											
TRAINING ADMINISTRATOR	30											
SENIOR NETWORK ENGINEER	31	74,408	78,128	82,034	86,136	90,442	94,964	99,713	104,699	109,934	115,431	121,203
GEOGRAPHIC INFORMATION SYSTEMS MANAGER	32	78,128	82,034	86,136	90,442	94,964	99,713	104,699	109,934	115,431	121,202	127,262
CHIEF PROCUREMENT OFFICER	34	86,136	90,442	94,964	99,713	104,699	109,934	115,431	121,202	127,261	133,625	140,306

Effective: 07/01/2025 (Ord xx-xxx)

Exhibit M

**PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC
EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3109**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
HOUSING SPECIALIST RECREATION SPECIALIST	19 19	42,465	44,589	46,818	49,160	51,617	54,199	56,910	59,755	62,744	65,881	69,174
AUTOMOTIVE PARTS SUPERVISOR PLANNER I	22 22	49,160	51,617	54,199	56,910	59,755	62,744	65,881	69,177	72,634	76,268	80,082
COMMUNITY SERVICES COORDINATOR CUSTOMER INFO AND ASSISTANCE COORD HEALTH SERVICES NURSE	23 23 23	51,617	54,199	56,910	59,755	62,744	65,881	69,177	72,634	76,268	80,081	84,085
ASSESSMENT ANALYST EMERGENCY PREPAREDNESS PLANNER HOUSING FINANCIAL ADVISOR PROGRAM ANALYST	24 24 24 24	54,199	56,910	59,755	62,744	65,881	69,177	72,634	76,268	80,081	84,085	88,289
JUNIOR SYSTEMS PROGRAMMER LIBRARIAN I PENSION PROGRAM ANALYST PLANNER II	26 26 26 26	59,755	62,744	65,881	69,177	72,634	76,268	80,081	84,085	88,289	92,703	97,338
BUDGET AND PROCEDURES ANALYST	27	62,744	65,881	69,177	72,634	76,268	80,081	84,085	88,289	92,703	97,338	102,205
COORDINATOR OF EMERGENCY PLANNING HOUSING MANAGEMENT ANALYST INFORMATION SYSTEMS SPECIALIST LANDSCAPE ARCHITECT SEWER SYSTEM ANALYST SYSTEMS PROGRAMMER TRAFFIC ENGINEER	28 28 28 28 28 28 28	65,881	69,177	72,634	76,268	80,081	84,085	88,289	92,703	97,338	102,206	107,316
SENIOR BUDGET AND PROCEDURES ANALYST	29	69,177	72,634	76,268	80,081	84,085	88,289	92,703	97,338	102,206	107,316	112,681
INFORMATION SYSTEMS COORDINATOR OPERATIONS ENGINEER PARKS DEVELOPMENT PLANNER PLANNER III TRAINING ADMINISTRATOR	30 30 30 30 30	72,634	76,268	80,081	84,085	88,289	92,703	97,338	102,206	107,316	112,682	118,317
SENIOR NETWORK ENGINEER	31	76,268	80,081	84,085	88,289	92,703	97,338	102,206	107,316	112,682	118,317	124,233
GEOGRAPHIC INFORMATION SYSTEMS MANAGER	32	80,081	84,085	88,289	92,703	97,338	102,206	107,316	112,682	118,317	124,232	130,444
CHIEF PROCUREMENT OFFICER	34	88,289	92,703	97,338	102,206	107,316	112,682	118,317	124,232	130,443	136,966	143,814

Effective: 07/01/2026 (Ord xx-xxx)

Prime Sponsor(s): Ms. Hartley-Nagle
Requested by: Administration/HR
Date of introduction: September 24, 2024

ORDINANCE NO. 24-151

AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES, NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE, NON-UNION CLASSIFIED SERVICE ROW OFFICE EMPLOYEES, NON-UNION UNCLASSIFIED SERVICE ROW OFFICE EMPLOYEES AND CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY FRATERNAL ORDER OF POLICE (FOP) LODGE #5 SWORN DEPUTY SHERIFFS

1 **WHEREAS**, County Council amended the Pay Plan and Rates of Pay for
2 Classified Service Employees represented by Local 459 adding a Step 11 via
3 Ordinance 02-073; and
4

5 **WHEREAS**, County Council amended the Pay Plan and Rates of Pay for
6 Unclassified Employees of County Council adding a Step 11 via Ordinance 16-075; and
7

8 **WHEREAS**, County Council amended the Pay Plan and Rates of Pay for
9 Classified Service Employees represented by the Delaware Public Employees Council
10 81, AFSME, AFL-CIO, Affiliate Local 3109 to include Step 11 via Ordinance 21-095; and
11

12 **WHEREAS**, County Council amended the Pay Plan and Rates of Pay for
13 Classified Service Employees represented by Fraternal Order of Police, New Castle
14 County Lodge No. 5, adding Steps for Completion of Year 18 and Year 21 via
15 Ordinance 22-078; and
16

17 **WHEREAS**, County Council amended the Pay Plan and Rates of Pay for
18 Fraternal Order of Police, New Castle County Lodge No. 5, Captains, Majors and
19 Lieutenant Colonel adding Steps for Completion of Year 18 and Year 21 via Ordinance
20 23-003; and
21

22 **WHEREAS**, County Council authorized the County Executive to enter into an
23 agreement with the Classified Service Emergency Services Employees represented by
24 the Delaware Public Employees Council 81, AFSME, AFL-CIO, Affiliate Local 3911
25 providing retention pay via Resolution 23-219; and
26

27 **WHEREAS**, County Council amended the Pay Plan and Rates of Pay for
28 Classified Service Employees represented by the Delaware Public Employees Council
29 81, AFSME, AFL-CIO, Affiliate Local 1607 adding a Step 11 via Ordinance 24-089; and
30

31 **WHEREAS**, the pay plan and rates of pay for Non-Union Classified Service
32 Employees, Classified Service Employees represented by Fraternal Order of Police
33 (FOP) Lodge #5 Sworn Deputy Sheriffs, Non-Union Unclassified Employees of the
34 Executive Office, Non-Union Classified Service Row Office Employees, Non-Union
35 Unclassified Service Row Office Employees and do not include a Step 11 or any form of
36 longevity pay; and

37 **WHEREAS**, it is recommended that a Step 11 be added to the respective Pay
38 Plans to ensure pay equity between employees and supervisors and to provide an
39 incentive to long-term employees with valuable institutional knowledge to maintain their
40 employment with the County; and

41
42 **WHEREAS**, the Acting Chief Human Resources Officer concurs with the
43 recommendation.

44
45 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**

46
47 Section 1. The Pay Plan and Rates of Pay for Non-Union Classified Service
48 Employees, effective July 1, 2024, is hereby amended by adding the material that is
49 underscored and deleting the material that is stricken as set forth in Exhibit "A-C".

50
51 Section 2. The Pay Plan and Rates of Pay for Classified Service Employees
52 represented by Fraternal Order of Police (FOP) Lodge #5 Sworn Deputy Sheriffs,
53 effective July 1, 2024, is hereby amended by adding the material that is underscored
54 and deleting the material that is stricken as set forth in Exhibit "D".

55
56 Section 3. The Pay Plan and Rates of Pay for Non-Union Unclassified Service
57 Employees of the Executive Office, effective July 1, 2024, is hereby amended by adding
58 the material that is underscored and deleting the material that is stricken as set forth in
59 Exhibit "E-G".

60
61 Section 4. The Pay Plan and Rates of Pay for Non-Union Classified Service Row
62 Office Employees, effective July 1, 2024, is hereby amended by adding the material that
63 is underscored and deleting the material that is stricken as set forth in Exhibit "H-J".

64
65 Section 5. The Pay Plan and Rates of Pay for Non-Union Unclassified Service
66 Row Office Employees, effective July 1, 2024, is hereby amended by adding the
67 material that is underscored and deleting the material that is stricken as set forth in
68 Exhibit "K-M".

69
70 Section 6. This Ordinance shall become effective immediately upon its adoption
71 by County Council and approval by the County Executive, or as otherwise provided in 9
72 *Del. C. § 1156*.

73
74 Section 7. It is the intent of the County Council that the provisions of this
75 Ordinance shall be effective retroactive to July 1, 2024.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, adds a Step 11 for Non-Union Classified Service Employees, Non-Union Unclassified Employees of the Executive Office, Non-Union Classified Service Row Office Employees, Non-Union Unclassified Service Row Office Employees and Classified Service Employees represented by Fraternal Order of Police (FOP) Lodge #5 Sworn Deputy Sheriffs.

It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to July 1, 2024. Employees in these respective pay plans at Step 10 as of June 30, 2024 may move to Step 11 effective upon their next Anniversary Service Date on or following July 1, 2024.

It is the intent that the Pay Plans presented will be adjusted based on the consideration of Ordinances 24-xxx and 24-xxx related to the Assistant Chief of Emergency Communications and Law career ladder job classifications.

FISCAL IMPACT: This Ordinance, if approved, adds a Step 11 for Non-Union Classified Service Employees, Non-Union Unclassified Employees of the Executive Office, Non-Union Classified Service Row Office Employees, Non-Union Unclassified Service Row Office Employees and Classified Service Employees represented by Fraternal Order of Police (FOP) Lodge #5 Sworn Deputy Sheriffs.

It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to July 1, 2024. Employees in these respective pay plans at Step 10 as of June 30, 2024 may move to Step 11 upon their next Anniversary Service Date.

The estimated fiscal impact (Salaries/Wages and Benefits) of adding the Step 11 to these pay plans are:

FY2025	\$562,420
FY2026	\$196,250
FY2027	\$ 76,606

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
SENIOR SERVICES TRANS. PROGRAM COORD.	16	34,929	36,675	38,509	40,435	42,456	44,578	46,806	49,147	51,604	54,185	56,894
INSURANCE CLAIMS ASSISTANT	17	36,676	38,510	40,436	42,457	44,580	46,809	49,150	51,607	54,188	56,897	59,742
SENIOR SERVICES CENTER DIRECTOR	18	38,511	40,437	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744	62,731
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744	62,730	65,867	69,160
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	46,809	49,150	51,607	54,188	56,897	59,743	62,729	65,866	69,159	72,617	76,248
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	49,149	51,606	54,187	56,896	59,742	62,728	65,865	69,158	72,616	76,247	80,059
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	51,609	54,189	56,898	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	54,190	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269	92,682
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682	97,316
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682	97,316	102,182
PAYROLL SUPERVISOR	29	65,869	69,162	72,620	76,251	80,064	84,067	88,270	92,684	97,318	102,184	107,293
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	69,161	72,619	76,250	80,063	84,066	88,269	92,683	97,317	102,183	107,292	112,657
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	72,623	76,253	80,066	84,069	88,272	92,686	97,320	102,187	107,296	112,660	118,293
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	76,252	80,065	84,068	88,271	92,685	97,319	102,185	107,294	112,658	118,291	124,206

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ACCOUNTING AND FISCAL MANAGER	34	84,067	88,270	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,935
ASSISTANT LAND USE MANAGER												
CHIEF OF SPECIAL PROJECTS												
COMMUNITY SERVICES MANAGER												
ENGINEERING SERVICES MANAGER												
INFORMATION SYSTEMS MANAGER												
INSURANCE AND LOSS CONTROL MANAGER												
INTERNAL SERVICES MANAGER												
PARKS DIVISION MANAGER												
PENSION PROGRAM MANAGER												
SEWER OPERATIONS MANAGER												
STORMWATER & ENVIRONMENTAL PROGS. MGR												
TREASURY MANAGER												
FINANCE LEGAL OFFICER	35	88,271	92,685	97,319	102,185	107,294	112,658	118,291	124,206	130,416	136,937	143,784
FIRST ASSISTANT COUNTY ATTORNEY												
HUMAN RESOURCES MANAGER												
PUBLIC WORKS SENIOR MANAGER	36	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,934	143,781	150,970
DEPUTY CHIEF OF TECHNOLOGY												

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	73,574	77,031	80,663	84,476	88,478	92,682	97,096	101,730	106,595	111,705	117,290
CHIEF OF EMERGENCY COMMUNICATIONS	36	97,097	101,731	106,596	111,706	117,070	122,702	128,616	134,827	141,347	148,194	155,604
CHIEF OF EMERGENCY MEDICAL SERVICES	38	109,539	114,649	120,013	125,645	131,560	137,771	144,292	151,139	158,328	165,877	174,171

Effective: 07/01/2024 (Ordinance 23-063)**Revised: 07/01/2024 (Ordinance 23-086)****Revised: 08/29/2023 (Ordinance 23-097)****Revised: 08/01/2023 (Ordinance 23-126)****Revised: 07/07/2023 (Ordinance 24-013)****Revised: 07/01/2024 (Ordinance 24-xxx) - Add Step 11 (Incumbents in Step 10 to move to Step 11 upon reaching anniversary date following 7/1/2024)**

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
SENIOR SERVICES TRANS. PROGRAM COORD.	16	35,803	37,592	39,472	41,446	43,518	45,693	47,977	50,376	52,895	55,540	58,317
INSURANCE CLAIMS ASSISTANT	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320	61,236
SENIOR SERVICES CENTER DIRECTOR	18	39,474	41,448	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,300
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,299	67,514	70,889
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	47,980	50,379	52,898	55,543	58,320	61,237	64,298	67,513	70,888	74,433	78,155
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	50,378	52,897	55,542	58,319	61,236	64,297	67,512	70,887	74,432	78,154	82,061
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	52,900	55,544	58,321	61,238	64,299	67,514	70,889	74,434	78,156	82,064	86,167
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	55,545	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476	95,000
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	61,238	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000	99,749
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000	99,749	104,737
PAYROLL SUPERVISOR	29	67,516	70,892	74,436	78,158	82,066	86,169	90,477	95,002	99,751	104,739	109,976
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	70,891	74,435	78,157	82,065	86,168	90,476	95,001	99,750	104,738	109,975	115,474
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	74,439	78,160	82,068	86,171	90,479	95,004	99,753	104,742	109,979	115,477	121,251
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	78,159	82,067	86,170	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ACCOUNTING AND FISCAL MANAGER	34	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,359
ASSISTANT LAND USE MANAGER												
CHIEF OF SPECIAL PROJECTS												
COMMUNITY SERVICES MANAGER												
ENGINEERING SERVICES MANAGER												
INFORMATION SYSTEMS MANAGER												
INSURANCE AND LOSS CONTROL MANAGER												
INTERNAL SERVICES MANAGER												
PARKS DIVISION MANAGER												
PENSION PROGRAM MANAGER												
SEWER OPERATIONS MANAGER												
STORMWATER & ENVIRONMENTAL PROGS. MGR												
TREASURY MANAGER												
FINANCE LEGAL OFFICER	35	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312	133,677	140,361	147,379
FIRST ASSISTANT COUNTY ATTORNEY												
HUMAN RESOURCES MANAGER												
PUBLIC WORKS SENIOR MANAGER	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376	154,745
DEPUTY CHIEF OF TECHNOLOGY												

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	75,414	78,957	82,680	86,588	90,690	95,000	99,524	104,274	109,260	114,498	120,223
CHIEF OF EMERGENCY COMMUNICATIONS	36	99,525	104,275	109,261	114,499	119,997	125,770	131,832	138,198	144,881	151,899	159,495
CHIEF OF EMERGENCY MEDICAL SERVICES	38	112,278	117,516	123,014	128,787	134,849	141,216	147,900	154,918	162,287	170,024	178,526

Effective: 07/01/2025 (Ordinance 23-063)
Revised: 07/01/2025 (Ordinance 23-086)
Revised: 08/29/2023 (Ordinance 23-097)
Revised: 08/01/2023 (Ordinance 23-126)
Revised: 07/07/2022 (Ordinance 24-013)
Revised: 07/01/2025 (Ordinance 24-xxx) - Add Step 11

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
SENIOR SERVICES TRANS. PROGRAM COORD.	16	36,699	38,532	40,459	42,483	44,606	46,836	49,177	51,636	54,218	56,929	59,775
INSURANCE CLAIMS ASSISTANT	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778	62,767
SENIOR SERVICES CENTER DIRECTOR	18	40,461	42,485	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,908
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,907	69,202	72,662
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	49,180	51,639	54,221	56,932	59,778	62,768	65,906	69,201	72,661	76,294	80,109
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	51,638	54,220	56,931	59,777	62,767	65,905	69,200	72,660	76,293	80,108	84,113
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	54,223	56,933	59,780	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	56,934	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738	97,375
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375	102,243
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375	102,243	107,356
PAYROLL SUPERVISOR	29	69,204	72,665	76,297	80,112	84,118	88,324	92,739	97,378	102,245	107,358	112,726
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	72,664	76,296	80,111	84,117	88,323	92,738	97,377	102,244	107,357	112,725	118,361
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	76,300	80,114	84,120	88,326	92,741	97,380	102,247	107,361	112,729	118,364	124,283
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	80,113	84,119	88,325	92,740	97,379	102,246	107,359	112,727	118,362	124,281	130,495

PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ACCOUNTING AND FISCAL MANAGER	34	88,324	92,739	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,868
ASSISTANT LAND USE MANAGER												
CHIEF OF SPECIAL PROJECTS												
COMMUNITY SERVICES MANAGER												
ENGINEERING SERVICES MANAGER												
INFORMATION SYSTEMS MANAGER												
INSURANCE AND LOSS CONTROL MANAGER												
INTERNAL SERVICES MANAGER												
PARKS DIVISION MANAGER												
PENSION PROGRAM MANAGER												
SEWER OPERATIONS MANAGER												
STORMWATER & ENVIRONMENTAL PROGS. MGR												
TREASURY MANAGER												
FINANCE LEGAL OFFICER	35	92,740	97,379	102,246	107,359	112,727	118,362	124,281	130,495	137,019	143,871	151,064
FIRST ASSISTANT COUNTY ATTORNEY												
HUMAN RESOURCES MANAGER												
PUBLIC WORKS SENIOR MANAGER	36	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,867	151,061	158,614
DEPUTY CHIEF OF TECHNOLOGY												

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	77,300	80,931	84,747	88,753	92,958	97,375	102,013	106,881	111,992	117,361	123,229
CHIEF OF EMERGENCY COMMUNICATIONS	36	102,014	106,882	111,993	117,362	122,997	128,915	135,128	141,653	148,504	155,697	163,483
CHIEF OF EMERGENCY MEDICAL SERVICES	38	115,085	120,454	126,090	132,007	138,221	144,747	151,598	158,791	166,345	174,275	182,990

*Effective: 07/01/2026 (Ordinance 23-063)**Revised: 07/01/2026 (Ordinance 23-086)**Revised: 08/29/2023 (Ordinance 23-097)**Revised: 08/01/2023 (Ordinance 23-126)**Revised: 07/07/2022 (Ordinance 24-013)**Revised: 07/01/2026 (Ordinance 24-xxx) - Add Step 11*

**PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY FRATERNAL
ORDER OF POLICE (FOP) LODGE #5 SWORN DEPUTY SHERIFFS**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
DEPUTY SHERIFF	19	39,447	41,421	43,492	45,666	47,948	50,347	52,863	55,508	58,285	61,199	
CHIEF DEPUTY SHERIFF	25	52,863	55,508	58,285	61,199	64,259	67,473	70,845	74,388	78,107	82,012	

Effective: 07/01/2022-06/30/23

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
DEPUTY SHERIFF	22	46,806	49,149	51,606	54,186	56,894	59,740	62,726	65,864	69,159	72,617	
CHIEF DEPUTY SHERIFF	25	54,185	56,896	59,742	62,729	65,865	69,160	72,616	76,248	80,060	84,062	

Effective: 07/01/2023-06/30/24

Revised: 07/20/2023

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
DEPUTY SHERIFF	22	47,977	50,378	52,895	55,541	58,317	61,234	64,294	67,510	70,888	74,432	78,154
CHIEF DEPUTY SHERIFF	25	55,540	58,318	61,236	64,297	67,512	70,889	74,431	78,154	82,062	86,164	90,472

Effective: 07/01/2024-06/30/25

Revised: 07/20/2023

Revised: 07/01/2024 (Ordinance 24-xxx) - Add Step 11 (Incumbents in Step 10 to move to Step 11 upon reaching anniversary date following 7/1/2024)

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
DEPUTY SHERIFF	22	49,176	51,637	54,217	56,929	59,774	62,764	65,902	69,198	72,661	76,292	80,108
CHIEF DEPUTY SHERIFF	25	56,929	59,776	62,767	65,904	69,200	72,661	76,292	80,108	84,114	88,318	92,734

Effective: 07/01/2025

Revised: 07/20/2023

Revised: 07/01/2025 (Ordinance 24-xxx) - Add Step 11

Ordinance 23-004

Ordinance 24-002

Revised: 07/01/2024 (Ordinance 24-xxx) - Add Step 11

**PAY PLAN AND RATES OF PAY FOR
NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
LEGAL SECRETARY	17	36,676	38,510	40,436	42,457	44,580	46,809	49,150	51,607	54,188	56,897	59,742
ETHICS COMMISSION ADMIN ASST	20	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744	62,730	65,867	69,160
EXECUTIVE ASSISTANT I	22	46,809	49,150	51,607	54,188	56,897	59,743	62,729	65,866	69,159	72,617	76,248
OFFICE OF LAW PARALEGAL	24	51,609	54,189	56,898	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065
PARALEGAL TO THE COUNTY ATTORNEY	25	54,190	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269
EXECUTIVE ASSISTANT II LAW ENFORCEMENT TECHNICIAN	26 26	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269	92,682
COMPLAINTS OFFICER	27	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682	97,316
EXECUTIVE ASSISTANT III STAFF DIRECTOR	30 30	69,161	72,619	76,250	80,063	84,066	88,269	92,683	97,317	102,183	107,292	112,657
ASSISTANT COUNTY ATTORNEY I	32	76,252	80,065	84,068	88,271	92,685	97,319	102,185	107,294	112,658	118,291	124,206
ASSISTANT COUNTY ATTORNEY II DIRECTOR OF COMMUNICATIONS EXECUTIVE ASSISTANT IV	34 34 34	84,067	88,270	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,935
DIRECTOR OF REDEVELOPMENT	36	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,934	143,781	150,970
CHIEF HUMAN RESOURCES OFFICER CHIEF OF TECHNOLOGY AND ADMIN SERVICES COMMUNITY SERVICES DEPT. GEN. MANAGER	38 38 38	102,185	107,294	112,658	118,291	124,206	130,416	136,937	143,784	150,974	158,523	166,449
COUNTY SOLICITOR	39	107,295	112,659	118,293	124,207	130,417	136,938	143,785	150,975	158,524	166,449	174,771
CHIEF FINANCIAL OFFICER CHIEF OF STAFF COUNTY ATTORNEY DEPUTY CHIEF ADMINISTRATIVE OFFICER DIRECTOR OF PUBLIC SAFETY LAND USE DEPARTMENT GENERAL MANAGER POLICY DIRECTOR FOR THE COUNTY EXECUTIVE PUBLIC WORKS DEPARTMENT GENERAL MGR.	40 40 40 40 40 40 40 40	112,658	118,291	124,206	130,416	136,937	143,783	150,973	158,522	166,447	174,769	183,507
CHIEF OF POLICE	41	137,997	144,896	152,141	159,748	167,736	176,123	184,929	194,175	203,884	214,078	224,782
PART-TIME ATTORNEY (hourly rate)		42.42	44.54	46.77	49.11	51.57	54.15	56.86	59.70	62.69	65.82	69.11
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY												
CHIEF ADMINISTRATIVE OFFICER		109,439	123,665	131,085	138,951	154,235	161,946	170,043	178,545	187,472	196,846	206,688
BOARD AND COMMISSIONERS RATES OF PAY												
JUDGEMENT COMMISSIONERS		\$9.25 PER HOUR										
MEMBER, BOARD OF ADJUSTMENT		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
MEMBER, BOARD OF ASSESSMENT REVIEW		\$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS \$25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY.										
MEMBER, HISTORIC REVIEW BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
MEMBER, HUMAN RESOURCES ADVISORY BOARD		\$100 PER MEETING										
MEMBER, PLANNING BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
MEMBER, POLICE ACCOUNTABILITY BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										

Effective: 07/01/2024 (Ordinance 23-063)

Revised: 07/01/2024 (Ordinance 23-086)

Revised: 07/01/2023 (Ordinance 23-148)

Revised: 07/01/2024 (Ordinance 24-056)

Revised: 07/01/2024 (Ordinance 24-xxx) - Add Step 11 (Incumbents in Step 10 to move to Step 11 upon reaching anniversary date following 7/1/2024)

**PAY PLAN AND RATES OF PAY FOR
NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
LEGAL SECRETARY	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320	61,236
ETHICS COMMISSION ADMIN ASST	20	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,299	67,514	70,889
EXECUTIVE ASSISTANT I	22	47,980	50,379	52,898	55,543	58,320	61,237	64,298	67,513	70,888	74,433	78,155
OFFICE OF LAW PARALEGAL	24	52,900	55,544	58,321	61,238	64,299	67,512	70,889	74,434	78,156	82,064	86,167
PARALEGAL TO THE COUNTY ATTORNEY	25	55,545	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476
EXECUTIVE ASSISTANT II LAW ENFORCEMENT TECHNICIAN	26 26	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476	95,000
COMPLAINTS OFFICER	27	61,238	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000	99,749
EXECUTIVE ASSISTANT III STAFF DIRECTOR	30 30	70,891	74,435	78,157	82,065	86,168	90,476	95,001	99,750	104,738	109,975	115,474
ASSISTANT COUNTY ATTORNEY I	32	78,159	82,067	86,170	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312
ASSISTANT COUNTY ATTORNEY II DIRECTOR OF COMMUNICATIONS EXECUTIVE ASSISTANT IV	34 34 34	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,359
DIRECTOR OF REDEVELOPMENT	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376	154,745
CHIEF HUMAN RESOURCES OFFICER CHIEF OF TECHNOLOGY AND ADMIN SERVICES COMMUNITY SERVICES DEPT. GEN. MANAGER	38 38 38	104,740	109,977	115,475	121,249	127,312	133,677	140,361	147,379	154,749	162,487	170,611
COUNTY SOLICITOR	39	109,978	115,476	121,251	127,313	133,678	140,362	147,380	154,750	162,488	170,611	179,141
CHIEF FINANCIAL OFFICER CHIEF OF STAFF COUNTY ATTORNEY DEPUTY CHIEF ADMINISTRATIVE OFFICER DIRECTOR OF PUBLIC SAFETY LAND USE DEPARTMENT GENERAL MANAGER POLICY DIRECTOR FOR THE COUNTY EXECUTIVE PUBLIC WORKS DEPARTMENT GENERAL MGR.	40 40 40 40 40 40 40 40	115,475	121,249	127,312	133,677	140,361	147,378	154,748	162,486	170,609	179,139	188,095
CHIEF OF POLICE	41	141,447	148,518	155,945	163,742	171,929	180,526	189,552	199,029	208,981	219,430	230,402
PART-TIME ATTORNEY (hourly rate)		43.48	45.65	47.93	50.33	52.85	55.49	58.26	61.17	64.23	67.44	71.00
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY												
CHIEF ADMINISTRATIVE OFFICER		112,175	126,757	134,363	142,425	158,091	165,995	174,295	183,009	192,159	201,768	211,856
BOARD AND COMMISSIONERS RATES OF PAY												
JUDGEMENT COMMISSIONERS		\$9.25 PER HOUR										
MEMBER, BOARD OF ADJUSTMENT		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
MEMBER, BOARD OF ASSESSMENT REVIEW		\$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS \$25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY.										
MEMBER, HISTORIC REVIEW BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
MEMBER, HUMAN RESOURCES ADVISORY BOARD		\$100 PER MEETING										
MEMBER, PLANNING BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
MEMBER, POLICE ACCOUNTABILITY BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
Effective: 07/01/2025 (Ordinance 23-063)												
Revised: 07/01/2025 (Ordinance 23-086)												
Revised: 07/01/2023 (Ordinance 23-148)												
Revised: 07/01/2024 (Ordinance 24-056)												
Revised: 07/01/2025 (Ordinance 24-xxx)												

**PAY PLAN AND RATES OF PAY FOR
NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
LEGAL SECRETARY	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778	62,767
ETHICS COMMISSION ADMIN ASST	20	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,907	69,202	72,662
EXECUTIVE ASSISTANT I	22	49,180	51,639	54,221	56,932	59,778	62,768	65,906	69,201	72,661	76,294	80,109
OFFICE OF LAW PARALEGAL	24	54,223	56,933	59,780	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322
PARALEGAL TO THE COUNTY ATTORNEY	25	56,934	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738
EXECUTIVE ASSISTANT II LAW ENFORCEMENT TECHNICIAN	26 26	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738	97,375
COMPLAINTS OFFICER	27	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375	102,243
EXECUTIVE ASSISTANT III STAFF DIRECTOR	30 30	72,664	76,296	80,111	84,117	88,323	92,738	97,377	102,244	107,357	112,725	118,361
ASSISTANT COUNTY ATTORNEY I	32	80,113	84,119	88,325	92,740	97,379	102,246	107,359	112,727	118,362	124,281	130,495
ASSISTANT COUNTY ATTORNEY II DIRECTOR OF COMMUNICATIONS EXECUTIVE ASSISTANT IV	34 34 34	88,324	92,739	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,868
DIRECTOR OF REDEVELOPMENT	36	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,867	151,061	158,614
CHIEF HUMAN RESOURCES OFFICER CHIEF OF TECHNOLOGY AND ADMIN SERVICES COMMUNITY SERVICES DEPT. GEN. MANAGER	38 38 38	107,359	112,727	118,362	124,281	130,495	137,019	143,871	151,064	158,618	166,550	174,877
COUNTY SOLICITOR	39	112,728	118,363	124,283	130,496	137,020	143,872	151,065	158,619	166,551	174,877	183,620
CHIEF FINANCIAL OFFICER CHIEF OF STAFF COUNTY ATTORNEY DEPUTY CHIEF ADMINISTRATIVE OFFICER DIRECTOR OF PUBLIC SAFETY LAND USE DEPARTMENT GENERAL MANAGER POLICY DIRECTOR FOR THE COUNTY EXECUTIVE PUBLIC WORKS DEPARTMENT GENERAL MGR.	40 40 40 40 40 40 40 40	118,362	124,281	130,495	137,019	143,871	151,063	158,617	166,549	174,875	183,618	192,798
CHIEF OF POLICE	41	141,447	148,518	155,945	163,742	171,929	180,526	189,552	199,029	208,981	219,430	236,163
PART-TIME ATTORNEY (hourly rate)		44.57	46.80	49.14	51.60	54.18	56.89	59.73	62.72	65.86	69.15	73.00
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY												
CHIEF ADMINISTRATIVE OFFICER		114,980	129,926	137,723	145,986	162,044	170,145	178,653	187,585	196,963	206,813	217,153
BOARD AND COMMISSIONERS RATES OF PAY												
JUDGEMENT COMMISSIONERS		\$9.25 PER HOUR										
MEMBER, BOARD OF ADJUSTMENT		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
MEMBER, BOARD OF ASSESSMENT REVIEW		\$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS \$25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY.										
MEMBER, HISTORIC REVIEW BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
MEMBER, HUMAN RESOURCES ADVISORY BOARD		\$100 PER MEETING										
MEMBER, PLANNING BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
MEMBER, POLICE ACCOUNTABILITY BOARD		\$100 PER REGULAR MEETING AND \$100 PER SPECIAL MEETING										
Effective: 07/01/2026 (Ordinance 23-063)												
Revised: 07/01/2026 (Ordinance 23-086)												
Revised: 07/01/2023 (Ordinance 23-148)												
Revised: 07/01/2024 (Ordinance 24-056)												
Revised: 07/01/2026 (Ordinance 24-xxx)												

**PAY PLAN AND RATES OF PAY FOR NON-UNION
CLASSIFIED SERVICE ROW OFFICE EMPLOYEES**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ROW OFFICE CONFIDENTIAL SECRETARY	20	42,458	44,581	46,809	49,150	51,607	54,187	56,897	59,742	62,728	65,865
REGISTER OF WILLS OFFICE ADMINISTRATOR	25	54,190	56,899	59,745	62,732	65,868	69,161	72,620	76,250	80,063	84,066
RECORDER OF DEEDS OFFICE ADMINISTRATOR	27	59,745	62,732	65,868	69,161	72,620	76,250	80,063	84,066	88,269	92,683

Effective: 07/01/2024 (Ordinance 23-063)

Revised: 07/01/2024 (Ordinance 24-xxx) - Add Step 11 (Incumbents in Step 10 to move to Step 11 upon reaching anniversary date following 7/1/2024)

**PAY PLAN AND RATES OF PAY FOR NON-UNION
CLASSIFIED SERVICE ROW OFFICE EMPLOYEES**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ROW OFFICE CONFIDENTIAL SECRETARY	20	43,520	45,696	47,980	50,379	52,898	55,542	58,320	61,236	64,297	67,512
REGISTER OF WILLS OFFICE ADMINISTRATOR	25	55,545	58,322	61,239	64,301	67,515	70,891	74,436	78,157	82,065	86,168
RECORDER OF DEEDS OFFICE ADMINISTRATOR	27	61,239	64,301	67,515	70,891	74,436	78,157	82,065	86,168	90,476	95,001

Effective: 07/01/2025 (Ordinance 23-063)

Revised: 07/01/2025 (Ordinance 24-xxx) - Add Step 11

**PAY PLAN AND RATES OF PAY FOR NON-UNION
CLASSIFIED SERVICE ROW OFFICE EMPLOYEES**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ROW OFFICE CONFIDENTIAL SECRETARY	20	44,608	46,839	49,180	51,639	54,221	56,931	59,778	62,767	65,905	69,200
REGISTER OF WILLS OFFICE ADMINISTRATOR	25	56,934	59,781	62,770	65,909	69,203	72,664	76,297	80,111	84,117	88,323
RECORDER OF DEEDS OFFICE ADMINISTRATOR	27	62,770	65,909	69,203	72,664	76,297	80,111	84,117	88,323	92,738	97,377

Effective: 07/01/2026 (Ordinance 23-063)

Revised: 07/01/2026 (Ordinance 24-xxx) - Add Step 11

**PAY PLAN AND RATES OF PAY FOR NON-UNION
UNCLASSIFIED SERVICE ROW OFFICE EMPLOYEES**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ROW OFFICE LEGAL AIDE	17	36,676	38,510	40,436	42,457	44,580	46,809	49,150	51,607	54,188	56,897	59,742
ROW OFFICE LEGAL ASSISTANT	21	44,581	46,810	49,151	51,609	54,189	56,898	59,744	62,730	65,867	69,160	72,618
CHIEF DEPUTY RECORDER OF DEEDS	28	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682	97,316	102,182
CHIEF DEPUTY REGISTER OF WILLS	28											
CHIEF DEPUTY CLERK OF THE PEACE	28											
CHIEF DEPUTY												

Effective: 07/01/2024 (Ordinance 23-063)

Revised: 07/01/2024 (Ordinance 24-xxx) - Add Step 11 (Incumbents in Step 10 to move to Step 11 upon reaching anniversary date following 7/1/2024)

**PAY PLAN AND RATES OF PAY FOR NON-UNION
UNCLASSIFIED SERVICE ROW OFFICE EMPLOYEES**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ROW OFFICE LEGAL AIDE	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320	61,236
ROW OFFICE LEGAL ASSISTANT	21	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,299	67,514	70,889	74,434
CHIEF DEPUTY RECORDER OF DEEDS	28	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000	99,749	104,737
CHIEF DEPUTY REGISTER OF WILLS	28											
CHIEF DEPUTY CLERK OF THE PEACE	28											
CHIEF DEPUTY												

Effective: 07/01/2025 (Ordinance 23-063)

Revised: 07/01/2025 (Ordinance 24-xxx) - Add Step 11

**PAY PLAN AND RATES OF PAY FOR NON-UNION
UNCLASSIFIED SERVICE ROW OFFICE EMPLOYEES**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ROW OFFICE LEGAL AIDE	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778	62,767
ROW OFFICE LEGAL ASSISTANT	21	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,907	69,202	72,662	76,295
CHIEF DEPUTY RECORDER OF DEEDS	28	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375	102,243	107,356
CHIEF DEPUTY REGISTER OF WILLS	28											
CHIEF DEPUTY CLERK OF THE PEACE	28											
CHIEF DEPUTY												

Effective: 07/01/2026 (Ordinance 23-063)

Revised: 07/01/2026 (Ordinance 24-xxx) - Add Step 11

Grant Matrix

10/8/24

GRANT APPLICANT	AMOUNT REQUESTED / AMOUNT PROPOSED	INTENDED USE OF GRANT	Standard Accounting Practices/ Non-Discrimination Policy	PRIOR COUNCIL GRANTS IN CURRENT FISCAL YEAR	COUNCIL MEMBER
Blackbird Community Center	\$500/\$500	Funds will be used for their Turkey and Toys Fundraiser.	No/No	Yes 9/6/24- \$2500	Carter
Christine Manor Civic Association	\$269.56/ \$269.56	Funds will be used for supplies for their community picnic	Yes/No	No	George
Robscott Manor Civic Association	\$250/\$250	Funds will be used for their annual community picnic. Specifically, to pay for Kona Ice.	Yes/No	No	George
Naamans Little League*	\$2500/\$2500	Funds will be used to help the organization continue their efforts to expand their drinking water capabilities.	Yes/Yes	No	Durham

*The grant for the Naamans Little League is missing a witness signature and will not be processed by the Clerk of Council until the complete grant is received.