

# ENROLLED

## COUNTY COUNCIL OF WICOMICO COUNTY, MARYLAND

2022 LEGISLATIVE SESSION

LEGISLATIVE DAY NO. 07

### LEGISLATIVE BILL 2022-05

INTRODUCED BY: The President of the Council at the request of the Acting County Executive.

AN ACT TO REPEAL AND ADOPT A WICOMICO COUNTY CLASSIFICATION AND PAY PLAN FOR THE PURPOSE OF PROVIDING CERTAIN CHANGES TO GRADES AND TITLES AND GENERALLY RELATING TO THE GOVERNANCE OF THE PERSONNEL OF WICOMICO COUNTY.

WHEREAS, the Wicomico County Classification and Pay Plan provides a system of standardized grades and titles critical to the effective administration of County personnel; and

WHEREAS, Bolton USA, at the request of the Director of Human Resources, has reviewed the Wicomico County Classification and Pay Plan and has recommended certain changes to the Wicomico County Classification and Pay Plan; and

WHEREAS, the Acting County Executive recommends and requests that the new Classification and Pay Plan be adopted.

NOW, THEREFORE, UPON THE RECOMMENDATION OF THE ACTING COUNTY EXECUTIVE AND THE DIRECTORS OF HUMAN RESOURCES AND FINANCE DEPARTMENTS;

SECTION I: BE IT ENACTED AND ORDAINED BY THE COUNTY COUNCIL OF WICOMICO COUNTY, MARYLAND, IN LEGISLATIVE SESSION, that:

1. Any existing Wicomico County Classification and Pay Plan is hereby repealed; and
2. The Wicomico County Classification and Pay Plan as shown in Exhibit "A" attached hereto is hereby approved and adopted.

SECTION II: BE IT FURTHER ENACTED THAT THIS BILL WILL NOT BE CODIFIED IN THE WICOMICO COUNTY CODE AND CAN BE AMENDED BY RESOLUTION, BILL AMENDMENT OR BUDGET BILL AMENDMENT.

SECTION III: BE IT FURTHER ENACTED AND ORDAINED BY THE COUNTY COUNCIL OF WICOMICO COUNTY, MARYLAND, IN LEGISLATIVE SESSION THAT this bill shall be known as Legislative Bill No. 2022-05 of Wicomico County, Maryland, and shall take effect sixty (60) days after its final passage, unless a proper Petition for Referendum thereof shall be filed prior to said date; in which event, the Bill shall not take effect until the expiration of thirty (30) days following the approval of this Bill by a majority of the qualified voters of the County voting in any such referendum.



Certified correct as passed and adopted by the County Council of Wicomico County, Maryland this 7<sup>th</sup> day of June, 2022.


ATTEST:

COUNTY COUNCIL OF  
WICOMICO COUNTY, MARYLAND

  
\_\_\_\_\_  
Laura Hurley, Council Administrator

 (SEAL)  
\_\_\_\_\_  
John T. Cannon, Council President

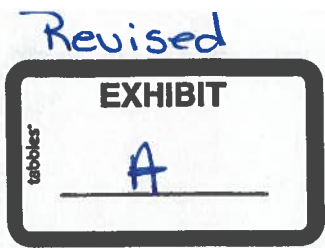
I HEREBY CERTIFY that copies of the above Bill are available to the public, the press and other news media at the time of its introduction.

 (SEAL)  
By: Laura Hurley, Council Administrator



# Classification and Pay Plan

## All Other County Departments



Grade	Title
M45	Director Finance
M45	Director of Administration
M45	Director Public Works
M45	Head of Rec Parks & Tourism
M44	Airport Manager
M44	Asst Director Administration (Deputy Director Administration)
M44	Deputy Director Public Works
M44	Head of Emergency Svcs
M44	Head of Human Resources
M44	Head of Info Technology
M44	Head of Planning & Zoning
M43	Purchasing Agent
M43	Court Administrator
M43	Deputy Dir Rec Pks & Tourism
M43	Internal Auditor
M42	Deputy Director Finance
M42	Deputy Director Plng & Zoning
M42	Director Local Management Board
M41	Code Administrator
M41	Deputy Director Emergency Svcs
M41	Deputy Director IT
M41	Manager Civic Center
M41	Manager Geographic Information System
M41	Manager Human Resources
M41	Manager, Civil Engineer
M41	Manager, Planning
M41	Manager, Tourism
M41	Roads Superintendent
M41	Superintendent Parks
M41	Superintendent Recreation
M41	Council Administrator
M40	Assistant Airport Manager
M40	General Services Supervisor
M40	Manager Accounting
M40	Manager Disbursement Accounting
M40	Manager Marketing & Public Relations
M40	Manager Food & Beverage Operations
M39	911 Spcl Cf Comm Super
M39	Assignment Commissioner
M39	Jury Commissioner
M39	Lead Radio Systems Technican
M39	Manager Radio Systems
M39	Manager Revenue System
M39	Principal Civil Engineer
M39	Principal Investigator
M39	Special Investigator Manager
M39	Superintendent Waste Disposal
M39	Zoning Administrator
M38	Chief Alcohol License Inspect
M38	Chief Building Inspector
M38	Manager Athletic Complex
M38	Plumbing Inspector
M38	Principal Network Engineer
M38	Principal Systems Administrator
M38	Radio Communication Elect Specialist
M38	Senior Parks Specialist
M38	Senior Tourism Specialist
M38	Supervisor Civic Center
M38	Supervisor Corrections Maintenance



Grade	Title
M38	Supervisor Department Accounting
M37	911 Specialist IV Shift Supv
M37	Data Services Technician
M37	Emergency Management Safety Specialist
M37	Entomologist
M37	Events Manager
M37	Lead Legal Assistant
M37	Manager Sheriff Communications
M37	Supervisor Facilities Maintenance
M37	Principal Accountant
M37	Senior Court Administrator Specialist
M37	Senior Court Reporter
M37	Senior Emergency Management Planner
M37	Senior Network Specialist
M37	Sr Asst Assign Commissioner
M37	Supervisor Airport Maintenance
M37	Supervisor Convenience Center
M37	Supervisor Park Facilities Maintenance
M37	Supervisor Shop
M36	911 Specialist III
M36	911 Training Coordinator
M36	Box Office Manager
M36	Building Inspector
M36	Communications Assistant
M36	Executive Office Coordinator
M36	Finance Officer
M36	Fire Inspector
M36	GIS Specialist
M36	Human Resources Coordinator
M36	Kitchen Manager
M36	Lead Facilities Maintenance
M36	Lead Facilities Maintenance Technician
M36	Planner, Community Development
M36	Planner, Environmental
M36	Planner, Land Development
M36	Preservation & Development Review Planner
M36	Senior Department Coordinator
M36	Senior Department Finance Specialist
M36	Senior Food & Beverage Operations Specialist
M36	Senior Legal Assistant
M36	Senior Marketing & PR Specialist
M36	Senior Public Works Inspector
M36	Senior Sports Marketing Representative
M36	Supervisor Concessions
M36	Supervisor Records
M36	Victim & Witness Liaison
M35	911 Specialist II
M35	Accountant
M35	Airport Records Assistant
M35	Assistant Jury Commissioner
M35	Asst Assignment Commissioner
M35	Box Office Coordinator
M35	Corrections Maintenance Supply Technician
M35	Corrections Maintenance Techn
M35	Court Reporter
M35	Crime Data Specialist
M35	Engineer
M35	Events Coordinator
M35	Geographic Information System Specialist
M35	Human Resources Assistant
M35	Lead Equipment Operator





Grade	Title
M35	Legal Assistant
M35	Mason Bricklayer
M35	Police Communications Specialist II
M35	Property/Evidence Custodian
M35	Public Works Inspector
M35	Recycling Coordinator
M35	Roads Project Specialist
M35	Senior Crew Leader
M35	Senior Crime Analyst
M35	Senior Maintenance Mechanic
M35	Senior Roads Systems Associate
M35	Supervisor Machine Maintenance
M35	Traffic Control Device Specialist
M34	911 Specialist I
M34	Classification Counselor
M34	Community Correctional Officer
M34	Dual Position Community Correctional Officer
M34	Executive Assistant
M34	Fleet Coordinator
M34	Nuisance Code Enforce Officer
M34	Payroll Coordinator
M34	Police Communications Specialist I
M34	Quartermaster
M34	Radio Communication Elect Tech
M34	Recreation Program Specialist
M34	Senior Department Assistant
M34	Senior Equipment Operator
M34	Senior Purchasing Assistant
M34	Senior Revenue Assistant
M34	Tax Coordinator
M33	Accounting Assistant
M33	Airport Facilities Maintenance Technician
M33	Audio/Visual Technician
M33	Crew Leader
M33	Department Accounting Assistant
M33	Department Purchasing Assistant
M33	Disbursement Assistant
M33	Equipment Operator
M33	Facilities Maintenance Techn
M33	Maintenance Mechanic
M33	Police Records Specialist
M33	Purchasing Assistant
M33	Revenue Assistant
M33	Solid Waste Technician
M32	Associate Equipment Operator
M32	Community Clerk I
M32	Corrections Assistant
M32	Department Assistant
M32	Ferry Operator
M32	Inmate Accounts Clerk
M32	Records Assistant
M32	Scale Operator
M31	Convenience Center Operater
M31	Custodial Technician
M31	Facility/Grounds Worker
M31	Mail Clerk
M31	Sign Markings Technician
ATT	Assistant State's Attorney

Part Time Employees  
Temporary Employees



### Sheriff's Office Grades

Grade	Grade	Title
Shf		Sheriff
CHD		Chief Deputy
Mjr		Major
Cpt		Captain
Lt		Lieutenant
1stSgt		1st Sergeant
Sgt.		Sergeant
Cpl.	CORP	Corporal
DFC		Deputy First Class
Dep	DPTY	Deputy
DepC		Deputy Candidate

either grade abbreviation can be used



## Corrections Grades

Grade	Grade	Title
CWD	HEAD	Head of Corrections
CDD	DPTY	Deputy Director Corrections
CMJ	MJR	Major, Corrections
CCT	CAPT	Correctional Ofcr /Captain
CLT	LIEU	Manager, Community Corrections
CLT	LIEU	Lieutenant, Corrections
CSG	SGT	Supervisor, Classification
CSG	SGT	Sergeant, Corrections
CSG	SGT	Supervisor, Training Standards
MCO	MCO	Master Correctional Officer
CO2	COII	Correctional Officer II
CO1	COI	Correctional Officer I

either grade abbreviation can be used



GRADE	2022 RECOMMENDED SALARY RANGES					Midpoint Prog. <sup>1</sup>	Range Spread <sup>2</sup>
	MINIMUM	LOW MID	MARKET RANGE		MAXIMUM		
M46	\$117,900	\$137,600	\$147,400	\$157,300	\$176,900	12.5%	50.0%
M45	\$104,800	\$122,300	\$131,000	\$139,800	\$157,200	12.5%	50.0%
M44	\$93,100	\$108,600	\$116,400	\$124,100	\$139,700	12.5%	50.0%
M43	\$86,300	\$97,800	\$103,500	\$109,300	\$120,800	10.0%	40.0%
M42	\$78,400	\$88,900	\$94,100	\$99,400	\$109,800	10.0%	40.0%
M41	\$71,300	\$80,800	\$85,500	\$90,300	\$99,800	10.0%	40.0%
M40	\$64,800	\$73,400	\$77,700	\$82,000	\$90,700	10.0%	40.0%
M39	\$58,800	\$66,600	\$70,600	\$74,400	\$82,300	10.0%	40.0%
M38	\$53,500	\$60,600	\$64,200	\$67,700	\$74,900	10.0%	40.0%
M37	\$48,700	\$55,200	\$58,400	\$61,700	\$68,200	10.0%	40.0%
M36	\$44,300	\$50,200	\$53,100	\$56,100	\$62,000	10.0%	40.0%
M35	\$40,300	\$45,700	\$48,300	\$51,100	\$56,400	10.0%	40.0%
M34	\$36,600	\$41,500	\$43,900	\$46,400	\$51,200	10.0%	40.0%
M33	\$33,300	\$37,700	\$39,900	\$42,100	\$46,600	10.0%	40.0%
M32	\$30,300	\$34,300	\$36,300	\$38,300	\$42,400	10.0%	40.0%
M31	\$27,500	\$31,200	\$33,000	\$34,900	\$38,500	n/a	40.0%
Attorney	\$70,000		\$105,000		\$140,000	n/a	100.0%

## Notes:

(1) Percentage difference between consecutive midpoints.

(2) Percentage difference between range minimum and maximum points.





ROLE	2022 RECOMMENDED SALARY STEPS									
	LEVELS									
	1	2	3	4	5	6	7	8	9	10
Head	\$113,610	\$115,868	\$118,178	\$120,540	\$122,955	\$125,423	\$127,943	\$131,775	\$135,713	\$139,808
Deputy	\$98,753	\$100,748	\$102,743	\$104,790	\$106,890	\$109,043	\$111,248	\$114,608	\$118,020	\$121,538
Major	\$85,943	\$87,675	\$89,408	\$91,193	\$93,030	\$94,868	\$96,758	\$99,645	\$102,638	\$105,735
Captain	\$74,760	\$76,230	\$77,753	\$79,328	\$80,903	\$82,530	\$84,158	\$86,678	\$89,303	\$91,980
Lieutenant	\$64,995	\$66,308	\$67,620	\$68,985	\$70,350	\$71,768	\$73,185	\$75,390	\$77,648	\$79,958
Sergeant	\$56,490	\$57,645	\$58,800	\$59,955	\$61,163	\$62,370	\$63,630	\$65,520	\$67,463	\$69,510
Corporal <sup>1</sup>	\$51,345	\$52,395	\$53,445	\$54,495	\$55,598	\$56,700	\$57,855	\$59,588	\$61,373	\$63,210
Master	\$46,673	\$47,618	\$48,563	\$49,560	\$50,558	\$51,555	\$52,605	\$54,180	\$55,808	\$57,488

#### Corrections Officers

Level 2	\$43,523
Level 1	\$40,373

Notes:

(1) No positions currently exist for this job classification.



COUNTY COUNCIL  
OF  
WICOMICO COUNTY, MARYLAND

2022 Legislative Session

Legislative Day No. 07

**LEGISLATIVE BILL NO. 2022-05**

**INTRODUCED BY:** President of the Council at the Request of the Acting County Executive

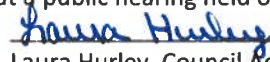
**Bill No. 2022-05:** An Act to Repeal and Adopt a Wicomico County Classification and Pay Plan for the Purpose of Providing Certain Changes to Grades and Titles and Generally Relating to the Governance of the Personnel of Wicomico County.

Introduced and read first time on April 19, 2022. Ordered posted and public hearing scheduled for May 17, 2022 at 10:00 a.m.



Laura Hurley, Council Administrator

**PUBLIC HEARING:** Having been posted and notice of time and place of hearing and title of Bill having been published according to the Charter, the Bill was read for a second time at a public hearing held on May 17, 2022.



Laura Hurley, Council Administrator

**CERTIFICATION:** The undersigned hereby certifies that this Bill was Approved and Adopted by the County Council of Wicomico County, Maryland, on the 7<sup>th</sup> day of June, 2022.



Laura Hurley, Council Administrator

Presented to the Acting County Executive for approval this 8<sup>th</sup> day of June, 2022 at 10:00 a.m. (5 days §411)



Laura Hurley, Council Administrator

**BY THE ACTING COUNTY EXECUTIVE:**

  
Acting County Executive

APPROVED

Date: 6/8/2022  
(21 days §411)

VETOED

Date: \_\_\_\_\_

**BY THE COUNCIL:**

Option One: This Bill, having been approved by the Acting County Executive and returned to the Council, becomes law on June 8, 2022 and effective on: August 8, 2022.  
(60 days §311)

Option Two: This Bill, having received neither the approval nor the disapproval of the Acting County Executive with 21 days of its presentation, stands enacted on \_\_\_\_\_ and becomes effective on \_\_\_\_\_.  
(60 days §311)

Option Three: This Bill, being exempt from the Executive Veto stands enacted on \_\_\_\_\_ and becomes effective on \_\_\_\_\_. (Charter Section 305)

**ENROLLMENT:** Legislative Bill No. 2022-05 is herewith submitted to the County Council of Wicomico County for enrollment as being the text as finally passed.

  
Laura Hurley, Council Administrator

