



# Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139  
PHONE: (810) 231-9391 • FAX: (810) 231-9401

EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



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**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** March 26, 2025  
**RE:** Agenda Item Topic: **Park Ranger Pay Adjustment**  
General Ledger #: N/A  
Number of Supporting Documents: 2  
NEW/OLD BUSINESS: **XXX** New Business

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## **Requested Action**

- Motion to approve increasing the pay rate of Park Ranger Emma Mossing to Grade 2, Step 3 of the FY 24/25 salary scale (\$20.21 per hour) and increase the pay rate of Park Ranger Emma Arnot to Grade 2, Step 2 of the FY 24/25 salary scale (\$19.72 per hour).

## **Background**

At the Township Board meeting held on March 5, 2024, the Board approved changing the employment status of the Township's Park Rangers from seasonal to regular part-time employees. The Board further approved the hiring of Emma Mossing as a part-time Park Ranger (up to 30 hours per week) at a starting salary of \$19.24 per hour (Grade 2, Step 3 of the FY 23/24 salary scale) effective April 1, 2024 and approved the hiring of Emma Arnot and Abigail Huck as part-time Park Rangers (up to 30 hours per week) at a starting salary of \$18.77 per hour (Grade 2, Step 2 of the FY 23/24 salary scale) effective April 1, 2024. All three had worked as seasonal Park Rangers. The motion approving their hirings also stated that they would not receive a pay increase (step or ECI) until July 1, 2025.

On March 4, 2025, the Township Board approved the hiring of a new Park Ranger at a starting salary of \$19.23 per hour (Grade 2, Step 1) based on the FY 24/25 salary scale. This has resulted in an anomaly where the new Park Ranger is starting at essentially the same pay as Emma Mossing (who has 3 years of service as a Park Ranger) and is being paid 46 cents more an hour than Emma Arnot (who has 2 years of service as a Park Ranger).



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*RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY*



I am respectfully requesting that the Board re-evaluate the pay rates of Park Rangers Emma Mossing and Emma Arnot as I believe that it was not the intent of the Board in your original motion to have the situation where new park rangers are making the same wage or more than park rangers who have been working in the position for 2 to 3 years.

Respectfully,

A handwritten signature in black ink, appearing to read "Richard Duffany".

Chief Richard Duffany  
Director of Public Safety

**HAMBURG TOWNSHIP**  
**PROPOSED SALARY STEP PROGRESSION PLAN**  
**10 STEPS, 2.5% STEPS DIFFERENTIALS, 24.9% RAND WIDTHS, 10% GRADE DIFFERENTIALS**  
**Scale as of July 1, 2023: ECI is 5%**  
Board approved June 6, 2023

GRADE	POSITION	PROPOSED FULL TIME SALARY RANGES									
		Steps 1	Steps 2	Steps 3	Steps 4	Steps 5	Steps 6	Steps 7	Steps 8	Steps 9	Steps 10
1	Grounds Maintenance I Senior Center Program Assistant	34,639.36	35,505.35	36,392.98	37,302.81	38,235.38	39,191.26	40,171.04	41,175.32	42,204.70	43,259.82
		16.6535	17.0699	17.4966	17.9340	18.3824	18.8420	19.3130	19.7958	20.2907	20.7980
2	Custodian Receptionist/Elections Assistant Treasurer's Assistant	38,103.41	39,055.99	40,032.39	41,033.20	42,059.03	43,110.51	44,188.27	45,292.98	46,425.30	47,585.94
		18.3189	18.7769	19.2463	19.7275	20.2207	20.7262	21.2444	21.7755	22.3199	22.8779
3	Code Enforcement Ground Maintenance 2 Videographer	41,913.53	42,961.37	44,035.41	45,136.29	46,264.70	47,421.31	48,606.85	49,822.02	51,067.57	52,344.26
		20.1507	20.6545	21.1709	21.7001	22.2426	22.7987	23.3687	23.9529	24.5517	25.1655
4	Administrative Assistant - Fire Administrative Assistant - Police Building & Grounds Supervisor Clerk/Elections Assistant Senior Treasurer's Assistant Planning and Zoning Coordinator Treasurer's Clerk	46,105.43	47,258.06	48,439.51	49,650.50	50,891.76	52,164.06	53,468.16	54,804.86	56,174.99	57,579.36
		22.1661	22.7202	23.2882	23.8704	24.4672	25.0789	25.7058	26.3485	27.0072	27.6824
5	Accounting Specialist Elections Clerk/ Coordinator** Administrative Assistant Superviosr - Police Parks & Recreation Coordinator/Grant Coord. DPW Technician	50,715.86	51,983.76	53,283.35	54,615.44	55,980.82	57,380.34	58,814.85	60,285.22	61,792.35	63,337.16
		24.3826	24.9922	25.6170	26.2574	26.9139	27.5867	28.2764	28.9833	29.7079	30.4506
6	Senior Center Program Director	55,787.01	57,181.69	58,611.23	60,076.51	61,578.43	63,117.89	64,695.83	66,313.23	67,971.06	69,670.34
		26.8207	27.4912	28.1785	28.8829	29.6050	30.3451	31.1038	31.8814	32.6784	33.4954
7	Deputy Clerk Deputy Treasurer IT Coordinator Fire Captain Information Assistant Accounting/Benefits Coordinator	61,365.39	62,899.53	64,472.01	66,083.81	67,735.91	69,429.31	71,165.04	72,944.17	74,767.77	76,636.97
		29.5026	30.2402	30.9962	31.7711	32.5653	33.3795	34.2140	35.0693	35.9460	36.8447
8	Fire Marshall Utilities & Special Projects Coordinator Plant Operator B	67,501.82	69,189.37	70,919.10	72,692.08	74,509.38	76,372.12	78,281.42	80,238.45	82,244.42	84,300.53
		32.4528	33.2641	34.0957	34.9481	35.8218	36.7174	37.6353	38.5762	39.5406	40.5291
9	Deputy Fire Chief Plant Operator A**	74,252.55	76,108.86	78,011.58	79,961.87	81,960.92	84,009.94	86,110.19	88,262.94	90,469.52	92,731.25
		35.6983	36.5908	37.5056	38.4432	39.4043	40.3894	41.3991	42.4341	43.4950	44.5823
10	Planning & Zoning Director DPW Superintendent**	81,677.04	83,718.97	85,811.94	87,957.24	90,156.17	92,410.08	94,720.33	97,088.34	99,515.55	102,003.43
		39.2678	40.2495	41.2557	42.2871	43.3443	44.4279	45.5386	46.6771	47.8440	49.0401
11	Deputy Police Chief/Deputy Public Safety Director Director of Accounting Director of Technical Services & Utilities Fire Chief/Deputy Pubic Safety Director	89,845.61	92,091.75	94,394.05	96,753.90	99,172.75	101,652.06	104,193.37	106,798.20	109,468.15	112,204.86
		43.1950	44.2749	45.3818	46.5163	47.6792	48.8712	50.0930	51.3453	52.6289	53.9446
12	Police Chief/Public Safety Director	98,829.63	101,300.37	103,832.88	106,428.71	109,089.42	111,816.66	114,612.07	117,477.38	120,414.31	123,424.67
*Excluded from Salary Study Progression Plan Part-time fire fighters DPW Technician On-call		32.5867									

\*Updated per BOT 11/7/2023

**HAMBURG TOWNSHIP**  
**SALARY STEP PROGRESSION PLAN**  
**10 STEPS, 2.5% STEPS DIFFERENTIALS, 24.9% RAND WIDTHS, 10% GRADE DIFFERENTIALS**  
**Scale as of July 1, 2024: ECI is 5%**  
Board approved June 18, 2024

GRADE	POSITION	HOURLY AND SALARY RANGES									
		Steps 1	Steps 2	Steps 3	Steps 4	Steps 5	Steps 6	Steps 7	Steps 8	Steps 9	Steps 10
1	Grounds Maintenance I Senior Center Program Assistant	36,371.33 17.49	37,280.61 17.92	38,212.63 18.37	39,167.94 18.83	40,147.14 19.30	41,150.82 19.78	42,179.59 20.28	43,234.08 20.79	44,314.93 21.31	45,422.80 21.84
2	Custodian Receptionist/Elections Assistant Treasurer's Assistant	40,008.58 19.23	41,008.80 19.72	42,034.01 20.21	43,084.87 20.71	44,161.99 21.23	45,266.04 21.76	46,397.69 22.31	47,557.63 22.86	48,746.57 23.44	49,965.23 24.02
3	Code Enforcement Ground Maintenance 2 Videographer	44,009.21 21.16	45,109.44 21.69	46,237.17 22.23	47,393.10 22.79	48,577.93 23.35	49,792.38 23.94	51,037.19 24.54	52,313.12 25.15	53,620.94 25.78	54,961.47 26.42
4	Administrative Assistant - Fire Administrative Assistant - Police Building & Grounds Supervisor Clerk/Elections Assistant Senior Treasurer's Assistant Planning and Zoning Coordinator Treasurer's Clerk	48,410.70 23.27	49,620.97 23.86	50,861.49 24.45	52,133.03 25.06	53,436.36 25.69	54,772.27 26.33	56,141.57 26.99	57,545.11 27.67	58,983.74 28.36	60,458.33 29.07
5	Accounting Specialist Elections Clerk/ Coordinator Administrative Assistant Supervisor - Police Parks & Recreation Coordinator/Grant Coord. DPW Technician	53,251.65 25.60	54,582.94 26.24	55,947.52 26.90	57,346.21 27.57	58,779.86 28.26	60,249.36 28.97	61,755.59 29.69	63,299.48 30.43	64,881.97 31.19	66,504.02 31.97
6	Senior Center Program Director	58,576.36 28.16	60,040.77 28.87	61,541.79 29.59	63,080.33 30.33	64,657.34 31.09	66,273.78 31.86	67,930.62 32.66	69,628.89 33.48	71,369.61 34.31	73,153.85 35.17
7	Deputy Clerk Deputy Treasurer IT Coordinator Fire Captain Information Assistant Accounting/Benefits Coordinator	64,433.66 30.98	66,044.50 31.75	67,695.61 32.55	69,388.00 33.36	71,122.70 34.19	72,900.77 35.05	74,723.29 35.92	76,591.37 36.82	78,506.16 37.74	80,468.81 38.69
8	Fire Marshall Utilities & Special Projects Coordinator Plant Operator B	70,876.91 34.08	72,648.83 34.93	74,465.05 35.80	76,326.68 36.70	78,234.85 37.61	80,190.72 38.55	82,195.49 39.52	84,250.37 40.50	86,356.63 41.52	88,515.55 42.56
9	Deputy Fire Chief Plant Operator A	77,965.18 37.48	79,914.31 38.42	81,912.16 39.38	83,959.97 40.37	86,058.97 41.37	88,210.44 42.41	90,415.70 43.47	92,676.10 44.56	94,993.00 45.67	97,367.82 46.81
10	Planning & Zoning Director DPW Superintendent	85,760.89 41.23	87,904.91 42.26	90,102.54 43.32	92,355.10 44.40	94,663.98 45.51	97,030.58 46.65	99,456.34 47.82	101,942.75 49.01	104,491.32 50.24	107,103.60 51.49
11	Deputy Police Chief/Deputy Public Safety Director Director of Accounting Director of Technical Services & Utilities Fire Chief/Deputy Public Safety Director	94,337.89 45.35	96,696.34 46.49	99,113.75 47.65	101,591.59 48.84	104,131.38 50.06	106,734.66 51.31	109,403.03 52.60	112,138.11 53.91	114,941.56 55.26	117,815.10 56.64
12	Police Chief/Public Safety Director	103,771.11	106,365.39	109,024.52	111,750.14	114,543.89	117,407.49	120,342.68	123,351.24	126,435.02	129,595.90