

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY
ORDINANCE NO. 19-01

**AN ORDINANCE UNDER CHAPTER 55 OF THE CODE OF THE
TOWNSHIP OF WASHINGTON SETTING FORTH THE RANGE OF
COMPENSATION AND MANNER OF PAYMENT OF EMPLOYEES FOR
THE YEARS 2019 -2021**

BE IT ORDAINED, by the Township Council of the Township of Washington, in the County of Bergen, New Jersey that the salary ranges, compensation and stipends are hereby established for employees of the Township of Washington for the year 2019 through 2021 as follows, on a per annum basis and payable semi-monthly, unless otherwise noted:

Department of Administration

Rate

- | | |
|--|---------------------------|
| 1. Director of Administration/Business Administrator | \$100,000 to
\$150,000 |
| 2. Administrative Secretary | \$36,000 to
\$50,000 |
| 3. Purchasing Assistant/Payroll Clerk (Position can be filled as Part Time or Full Time) | \$25,000 to
\$50,000 |
| 4. Floating Staff (Part-Time) | \$14 to \$18/hr. |

Mayor & Council

- | | |
|---|-------------------------|
| 1. Mayor (Payable on quarterly basis) | \$10,000 to
\$13,000 |
| 2. Council President (Payable on quarterly basis) | \$6,400 to
\$8,400 |
| 3. Councilperson (Payable on quarterly basis) | \$6,200 to
\$8,200 |

Office of the Township Clerk/Health Department

- | | |
|------------------------|-----------------------------|
| 1. Township Clerk | \$70,000 to
\$90,000 |
| 2. a) Election Officer | \$400 to
\$500/election |
| b) Election Assistant | \$75.00 to
\$95/election |

- | | | |
|----|---|-------------------------|
| 3. | Special Secretary to the Township Clerk/Secretary to Board of Health (Position can be filled Part Time of Full Time based on the needs of the Township) | \$25,000 to
\$45,000 |
| 4. | Board of Health - Meeting Pay | \$75 to
\$95/meeting |
| 5. | Registrar | \$2,000 to
\$3,000 |
| 6. | Deputy Registrar | \$1,200 to
\$1,800 |
| 7. | Director of Health (Payable on quarterly basis) | \$1,200 to
\$1,800 |

Department of Finance

- | | | |
|----|---|---|
| 1. | Treasurer | \$100.00 to
\$200 |
| 2. | Chief Financial Officer (Full-time)
Chief Financial Officer/Tax Collector (Part-time) | \$90,000 to
\$125,000
\$25,000 to
\$55,000 |
| 3. | Director (Payable on quarterly basis) | \$1,200 to
\$2,500 |
| 4. | Deputy Treasurer/Finance Assistant/Benefits Coordinator | \$40,000 to
\$55,000 |
| 5. | Tax Collector (Full-Time) | \$7,000 to
\$10,000 |
| 6. | Deputy Tax Collector (Full-Time) | \$4,000 to
\$7,000 |
| 7. | Tax Collector Asst. (Part-Time) | \$16 to \$18/hr |
| 8. | Tax Assessor (Average minimum of 20 hours per week, at least 4 hours shall be office hours) | \$18,000 to
\$25,000 |
| 9. | Assistant to the Tax Assessor (Part-Time) | \$14 to
\$16/Hour |

Department of Law

- | | |
|-------------------------------|-------------------------|
| 1. Director/Township Attorney | \$70,000 to
\$85,000 |
|-------------------------------|-------------------------|

Department of Engineering

- | | |
|--|-----------------------|
| 1. Director (Payable on quarterly basis) | \$1,200 to
\$2,500 |
|--|-----------------------|

Department of Public Affairs

- | | |
|--|-----------------------|
| 1. Director (Payable on quarterly basis) | \$1,200 to
\$2,500 |
|--|-----------------------|

Land Use Administration

- | | |
|---|-------------------------|
| 1. Planning and Zoning Board Secretary | |
| a. Officer Hours – 20 Hours per week | \$16,000 to
\$18,500 |
| b. Meeting Fee – Attendance Only | \$75/meeting |
| c. Meeting Fee & Preparation of Minutes | \$200/meeting |
| 2. Zoning Officer | \$6,500 to
\$8,500 |
| 3. Code Enforcement Official | \$8,000 to
\$12,000 |

Uniform Construction Code Agency

- | | |
|--|-------------------------|
| 1. Construction Code Official | \$25,000 to
\$35,000 |
| 2. Plumbing Sub-Code Official | \$10,000 to
\$15,000 |
| 3. Electrical Sub-Code Official | \$12,000 to
\$18,000 |
| 4. Fire Sub-Code Official | \$7,500 to
\$10,000 |
| 5. Technical Assistants (Part-Time/Full Time) | \$18,000 to
\$32,000 |
| 6. Building/Plumbing Inspector (Part-Time)
(not to exceed \$16,380.00 per year) | \$30 to \$40/hr. |

- | | | |
|-----|--|----------------------|
| 8. | Substitute Inspectors – Hourly | \$35 to \$40/hr. |
| 9. | Certificate of Continued Occupancy Inspections (CCO) | \$50 to
\$60/each |
| 10. | Certificate of Smoke & Carbon Monoxide Detector Compliance | \$50 to
\$60/each |
| 11. | Fire Inspection | \$25 to
\$35/each |

Department of Public Safety

- | | | |
|----|---|---|
| 1. | Crossing Guards/School Monitors
Starting until 6 months – Hourly Maximum
6 months to 1 year – Hourly Maximum
Over 1 year – Hourly Maximum
School Crossing Guards are entitled to maximum 4 days regular pay per school year in the event school is closed due to emergency closing/inclement weather. One (1) week pay for Holiday Recess. Two (2) days’ pay for Winter Recess. One (1) week pay for Spring Recess. Not to exceed 19.75 hours or less hours usually worked by individuals. In addition, not to exceed 5 holidays, non-state or Federal holidays (based on hours usually worked by individual) | \$16/hr. to
\$25/hr. |
| 2. | Records Clerk (Part-Time) | \$12,000 to
\$19,000 |
| 3. | Director (Payable on quarterly basis) | \$1,200 to
\$5,000 |
| 4. | Special Police Officers | \$20.00 to
\$30.00/hr. |
| 5. | Police Chief | \$170,000 to
\$190,000 |
| 6. | Dispatchers (Full-Time) (2,080 Hours/Year)
Dispatchers (Part-Time) | \$39,000 to
\$45,000
\$25 to \$32/hr. |
| 7. | OEM Coordinator (Payable on quarterly basis) | \$1,000 to
\$2,000 |
| 8. | OEM Deputies (Payable on quarterly basis) | \$700
to \$1,500 |

Department of Fire Protection

- | | |
|--|-----------------------|
| 1. Director (Payable on a quarterly basis) | \$1,200 to
\$2,500 |
| 2. Uniform Fire Safety Act | |
| a. Fire Official | \$4,500 to
\$8,500 |
| b. Fire Inspectors | \$3,000 to
\$5,000 |

Prosecutor's Office

- | | |
|---|-----------------------|
| 1. Prosecutor | \$6,500 to
\$8,500 |
| Base includes two (2) court sessions per month. Extra court sessions - \$75.00 per session, payable upon completion of a payment voucher. | |
| 2. Alternate Prosecutor – Per Session | \$75 to
\$125/each |
| (not to exceed \$500.00 per year) | |

Department of Municipal Facilities

- | | |
|---|-------------------------|
| 1. Secretary (Part-Time or Full Time) | \$17,000 to
\$25,000 |
| 2. Public Works Manager without Certification | \$72,000 to
\$80,000 |
| Certified Public Works Manager | \$76,000 to
\$82,000 |
| 3. Director (Payable on quarterly basis) | \$1,200 to
\$2,500 |
| 4. Recycling Coordinator (Payable Upon Timely Submission of Recycling Tonnage Grant Report to BCUA) | \$1,000 to
\$1,500 |

Department of Recreation

1.	Superintendent (Full-Time)	\$20,000 to \$45,000
2.	Cheerleading Instructors	\$9 to \$12/hr.
3.	Summer Recreation Director	
	a. Pre-Season	\$20 to \$25/hr.
	b. Season	\$4,000 to \$6,000
4.	Summer Recreation Coordinators	\$18 to \$22/hr.
5.	Summer Recreation Counselors	\$9 to \$12/hr.
6.	Teen Program	\$9 to \$12/hr.
7.	Director (Payable on quarterly basis)	\$1,200 to \$2,500

Office of Municipal Court

1.	Municipal Court Administrator	\$27 to \$35/hr.
2.	Judge	\$9,500 to \$13,000
	Includes 2 sessions per month. Extra sessions - \$175.00 per session, payable upon completion of a payment voucher	
3.	Violations Clerk (Part-Time)	\$18 to \$22/hr.
	Violations Clerk (Full-Time)	\$18,000 to \$22,000

Annual Mileage Allowance – Payable Quarterly

1.	Business Administrator (payable on quarterly basis)	\$600 to \$1,000
2.	Clerk (payable on quarterly basis)	\$600 to \$1,000
3.	Building/Plumbing Inspector (payable on quarterly basis)	\$250 to \$500
4.	Electrical Sub-Code Off ^l (payable on quarterly basis)	\$250 to \$500
5.	Fire Sub-Code Official (payable on quarterly basis)	\$250 to \$500
6.	Tax Assessor (payable on quarterly basis)	\$250 to \$500

Per Hour Maximum

The following positions are part-time positions and are payable on an hourly basis upon submission of certified payroll vouchers.

- 1. Department of Municipal Facilities
 - a. Seasonal Workers – Hourly Maximum \$18/hr.
 - b. Seasonal Workers (w/ CDL) – Hourly Maximum \$20/hr.
 - c. Senior Van Driver \$20/hr.

- 2. Miscellaneous – All Departments
 - a. Employees Not Otherwise Classified – Hourly Maximum \$20/hr.

1. Retroactivity – As to all employees employed as of the effective date of this ordinance, the foregoing salary ranges apply as of (a) January 1, 2018; (b) his/her date of employment in the position as herein described; or (c) his/her one-year anniversary date in the position, whichever is later.

2. If any section, sub-section, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid such decision shall not affect the remaining portions of this Ordinance.

3. All ordinances or any provisions of any ordinance inconsistent with the provisions of this ordinance except prior appropriations for this purpose herein stated, are hereby repealed as to such inconsistencies and not otherwise.

ATTEST:

APPROVED:
TOWNSHIP COUNCIL OF THE
TOWNSHIP OF WASHINGTON

Susan Witkowski
Township Clerk

BY _____
Michael DeSena
Council President

First Reading: Ordinance No. 19-01

Introduction: February 4, 2019

MOTION	SECOND	COUNCIL	AYES	NAYES	ABSTAIN	ABSENT
Bruno	Bruno	Bruno				
Cascio	Cascio	Cascio				
Cumming	Cumming	Cumming				
DeSena	DeSena	DeSena				
Ullman	Ullman	Ullman				

ATTEST:

APPROVED:

TOWNSHIP COUNCIL OF THE
TOWNSHIP OF WASHINGTON

Susan Witkowski
Township Clerk

BY _____
Michael DeSena
Council President

Second Reading: Ordinance No. 19-01

Adoption Date:

MOTION	SECOND	COUNCIL	AYES	NAYES	ABSTAIN	ABSENT
Bruno	Bruno	Bruno				
Cascio	Cascio	Cascio				
Cumming	Cumming	Cumming				
DeSena	DeSena	DeSena				
Ullman	Ullman	Ullman				