

TOWNSHIP OF WASHINGTON  
BERGEN COUNTY, NEW JERSEY

ORDINANCE No. 17-10

**AN ORDINANCE UNDER CHAPTER 55 OF THE CODE OF THE  
TOWNSHIP OF WASHINGTON SETTING FORTH THE RATE OF  
COMPENSATION AND MANNER OF PAYMENT OF EMPLOYEES AND  
CERTAIN INDEPENDENT CONTRACTORS IN SAID MUNICIPALITY  
FOR THE YEAR 2017**

BE IT ORDAINED, by the Township Council of the Township of Washington, in the County of Bergen, New Jersey that the maximum wages, compensation, stipends and salaries are hereby established for employees and certain independent contractors of the Township of Washington for the year 2017 as follows, on a per annum basis and payable semimonthly, unless otherwise noted:

<b><u>Department of Administration</u></b>	<b><u>Annual Rate Unless Otherwise Noted</u></b>
1. Director of Administration/Business Administrator	\$100,000.00
2. Administrative Secretary	38,000.00
3. a) Purchasing Assistant/Payroll Clerk (Full-Time)	43,000.00
b) Purchasing Assistant/Payroll Clerk (Part-Time)	20,000.00
4. Floating Staff (Part-Time)	15.00/hr.
5. Grants Consultant	6,000.00
<b><u>Mayor &amp; Council – Payable Quarterly</u></b>	
1. Mayor	9,936.00
2. Council President	6,367.00
3. Councilperson	6,143.50
<b><u>Office of the Township Clerk/Health Department</u></b>	
1. Township Clerk (RMC)	69,020.00

2.	Election Officer	400.00/election
3.	Special Secretary to the Township Clerk/Secretary to Board of Health (25 Hours per week)	20,800.00
4.	Board of Health - Meeting Pay	75.00/meeting
5.	Registrar	2,000.00
6.	Deputy Registrar	1,702.00

**Department of Finance**

1.	Treasurer	100.00
2.	Chief Financial Officer	30,000.00
3.	Director (Payable One Time in December)	1,250.00
4.	Deputy Treasurer/Finance Assistant/Benefits Coordinator	44,200.00
5.	Tax Collector	5,250.00
6.	Assistant to Tax Collector (Part-Time)	16.50/hr.
7.	Tax Assessor (Average minimum of 20 hours per week, at least 5 hours shall be office hours)	25,997.20
8.	Assistant to the Tax Assessor	5,824.00

**Department of Law**

1.	Director/Township Attorney In addition thereto, services in connection with proceedings before any court or administrative tribunal or agency; and special projects; all of this shall be reasonably compensated in accordance with Township policies at the rate of \$135.00 per hour.	72,023.39
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**Department of Engineering**

1.	Director (Payable One Time in December)	1,250.00
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**Department of Public Affairs**

1. Director (Payable One Time in December) 1,250.00

**Land Use Administration**

1. Planning and Zoning Board Secretary  
a. Officer Hours – 20/week 16,640.00\*  
b. Meeting Fee 75.00/meeting  
\* - Split to 2 lines in Budgets

2. Zoning Officer 6,900.00

3. Code Enforcement Official 6,300.00

**Uniform Construction Code Agency**

1. Construction Code Official 27,553.19

2. Plumbing Sub-Code Official 10,871.66

3. Electrical Sub-Code Official 13,447.73

4. Fire Sub-Code Official 8,104.77

5. Technical Assistant (Part-Time)  
(25 hours weekly) 20,800.00

6. Technical Assistant (Part-Time)  
(Not to exceed \$9,360.00/year) 16.00/hr.

7. Building/Plumbing Inspector (Part-Time)  
(not to exceed \$14,000.00 per year) 35.00/hr.

8. Substitute Inspectors – Hourly 35.00/hr.

9. Certificate of Continued Occupancy Inspections (CCO) 50.00/each

10. Certificate of Smoke & Carbon Monoxide Detector  
Compliance 50.00/each

11. Fire Inspection 25.00/each

**Department of Public Safety**

- 1. Crossing Guards/School Monitors
  - Starting until 6 months – Hourly Maximum 16.02/hr.
  - 6 months to 1 year – Hourly Maximum 16.85/hr.
  - Over 1 year – Hourly Maximum 17.67/hr.

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)
  
- 2. Records Clerk (Part-Time) 12,480.00  
(16 Hours Weekly)
  
- 3. Director (Payable One Time in December) 1,250.00
  
- 4. Special Police Officers 25.00/hr.
  
- 5. Police Chief 175,655.00
  
- 6. Dispatchers (Full-Time) 39,214.00  
Dispatchers (Part-Time) 26.81/hr.
  
- 7. OEM Coordinator (Payable One Time in December) 1,000.00
  
- 8. OEM Deputies (Payable One Time in December) 800.00

**Department of Fire Protection**

- 1. Director (Payable One Time in December) 1,250.00

**Prosecutor’s Office**

- 1. Prosecutor 6,722.34
  - Base includes two (2) court sessions per month.
  - Extra court sessions shall be paid at the rate of \$75.00 per session, payable upon completion of a

payment voucher.

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|----|---|------------|
| 2. | Alternate Prosecutor – Per Session<br>(not to exceed \$500.00 per year) | 75.00/each |
|----|---|------------|

**Department of Municipal Facilities**

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|----|--|-----------|
| 1. | Secretary (Part-Time)<br>(20 hours weekly)   | 14,560.00 |
| 2. | Superintendent without Certification   | 73,588.00 |
|    | Certified Superintendent   | 76,088.00 |
|    | Acting Superintendent  | 35.00/hr. |
| 3. | Director (Payable One Time in December)  | 1,250.00  |
| 4. | Recycling Coordinator (Payable Upon Timely<br>Submission of Recycling Tonnage Grant Report to<br>BCUA) | 1,000.00  |

**Department of Health**

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|----|---|----------|
| 1. | Director (Payable One Time in December) | 1,250.00 |
|----|---|----------|

**Department of Recreation**

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|----|---|-----------|
| 1. | Superintendent                          | 9,963.00  |
| 2. | Cheerleading Instructors                | 8.75/hr.  |
| 3. | Summer Recreation Director              |           |
|    | a. Pre-Season                           | 22.00/hr. |
|    | b. Season                               | 4,900.00  |
| 4. | Summer Recreation Coordinators          | 18.50/hr. |
| 5. | Summer Recreation Counselors            | 8.75/hr.  |
| 6. | Teen Program                            | 11.15/hr. |
| 7. | Director (Payable One Time in December) | 1,250.00  |

**Office of Municipal Court**

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|----|--|-----------|
| 1. | Municipal Court Administrator  | 30.00/hr. |
| 2. | Judge<br>Includes 2 sessions per month. Extra sessions shall be paid at \$175.00 per session, payable upon completion of a payment voucher | 10,086.05 |
| 3. | Violations Clerk   | 16.00/hr. |

**Annual Mileage Allowance – Payable Quarterly**

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|----|------------------------------|--------|
| 1. | Business Administrator       | 600.00 |
| 2. | Clerk                        | 600.00 |
| 3. | Building/Plumbing Inspector  | 250.00 |
| 4. | Electrical Sub-Code Official | 250.00 |
| 5. | Fire Sub-Code Official       | 250.00 |
| 6. | Tax Assessor                 | 300.00 |

**Per Hour Maximum**

Persons holding any of the positions listed below are employed on any hourly basis and shall be paid upon submission of properly prepared forms as approved by the Administrator. None of the employees are defined as full time employees and are not entitled to hospitalization and group life insurance plans available to full-time employees and paid for by the Township.

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|----|--|-----------|
| 1. | Department of Municipal Facilities                     |           |
|    | a. Seasonal Workers – Hourly Maximum                   | 15.00/hr. |
|    | b. Seasonal Workers (w/ CDL) – Hourly Maximum          | 16.00/hr. |
|    | c. Senior Van Driver                                   | 16.19/hr. |
| 2. | Miscellaneous – All Departments                        |           |
|    | a. Employees Not Otherwise Classified – Hourly Maximum | 15.00/hr. |

**Contractual Non-Salaried Services**

The professional services listed in this section are strictly contractual in nature and in no way shall be construed to create any relationship with the Township of Washington, other than as independent contractor.

1. Board Attorneys

Payable annually in December for attendance at meetings, hearings, preparation of routine resolutions, motions, consultations and other routine matters in connection therewith but exclusive of litigation, applicant related work and other extraordinary matters this shall be paid in accordance with relevant Township ordinances and practices upon submission of requisitions and vouchers as required by Township practices.

Planning Board Attorney	6,500.00
Zoning Board Attorney	4,862.00

2. Public Defender – Hourly 25.00  
 Public Defender shall be compensated for Court Appearances only. Not to exceed \$200.00 per case.

3. Uniform Fire Safety Act
- |                               |           |
|-------------------------------|-----------|
| a. Fire Official              | 4,500.00  |
| b. Fire Inspectors            | 2,000.00  |
| c. Substitute Fire Inspectors | 25.00/hr. |

1. Retroactivity – As to all employees employed as of the effective date of this ordinance, the foregoing rates shall be payable as of (a) January 1, 2017; (b) his/her date of employment; or (c) his/her one-year anniversary date, whichever is later.

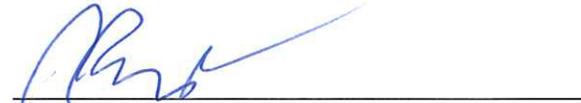
2. If any section, sub-section, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid such decision shall not affect the remaining portions of this Ordinance.

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

  
Robert Bruno,  
Council President

First Reading of Township Ordinance No. 17-10

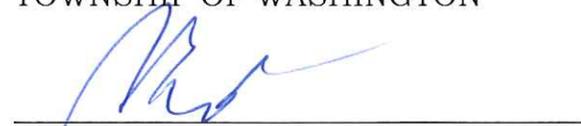
Introduction Date: August 7, 2017

MOTION		SECOND		COUNCIL	AYES	NAYES	ABSTAIN	ABSENT
Bruno		Bruno		Bruno	X			
Calamari		Calamari		Calamari	X			
Cascio		Cascio		Cascio	X			
Sears	X	Sears		Sears	X			
Ullman		Ullman	X	Ullman	X			

ATTEST:

APPROVED:  
TOWNSHIP COUNCIL OF THE  
TOWNSHIP OF WASHINGTON

  
Susan Witkowski,  
Township Clerk

  
Robert Bruno,  
Council President

Second Reading of Township Ordinance No. 17-10

Adoption Date: August 21, 2017

MOTION		SECOND		COUNCIL	AYES	NAYES	ABSTAIN	ABSENT
Bruno		Bruno		Bruno	X			
Calamari	X	Calamari		Calamari	X			
Cascio		Cascio		Cascio		X		
Sears		Sears		Sears	X			
Ullman		Ullman	X	Ullman	X			