

TOWNSHIP OF WASHINGTON  
BERGEN COUNTY, NEW JERSEY  
ORDINANCE NO. 18-03

**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 FOR  
THE YEAR 2018**

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 of the Township of Washington for the year 2018 as follows, on a per annum basis and payable semi-monthly, unless otherwise noted:

<b><u>Department of Administration</u></b>	<b><u>Annual Rate</u></b>
1. Director of Administration/Business Administrator	\$101,500.00
2. Administrative Secretary	38,570.00
3. Purchasing Assistant/Payroll Clerk (Part-Time for 20 Hours a Week) (\$20/Hr. if paid hourly)	20,300.00
4. Floating Staff (Part-Time)	15.25/hr.
 <b><u>Mayor &amp; Council</u></b>	
1. Mayor (Payable on quarterly basis)	10,085.00
2. Council President (Payable on quarterly basis)	6,463.00
3. Councilperson (Payable on quarterly basis)	6,236.00
 <b><u>Office of the Township Clerk/Health Department</u></b>	
1. Township Clerk	75,000.00
2. a) Election Officer	400.00/election
b) Election Assistant	75.00/election
3. Special Secretary to the Township Clerk/Secretary to Board of Health (Part-Time for 29 Hours a week) (Under 29 Hours/week @ \$18.00/hr.)	27,144.00
4. Board of Health - Meeting Pay	75.00/meeting

5.	Registrar	2,030.00
6.	Deputy Registrar	1,728.00
7.	Director of Health (Payable on quarterly basis)	1,250.00

**Department of Finance**

1.	Treasurer	100.00
2.	Chief Financial Officer (Full-time)	90,000.00
	Chief Financial Officer/Tax Collector (Part-time)	30,450.00
3.	Director (Payable on quarterly basis)	1,250.00
4.	Deputy Treasurer/Finance Assistant/Benefits Coordinator	44,863.00
5.	Tax Collector (Full-Time)	7,500.00
6.	Deputy Tax Collector (Full-Time)	5,000.00
7.	Tax Collector Asst. (Part-Time) (Max. 300 Hours/Yr.)	16.50/hr.
8.	Tax Assessor (Average minimum of 20 hours per week, at least 4 hours shall be office hours)	20,000.00
9.	Assistant to the Tax Assessor (Part-Time for 8 Hours a week)	\$14/Hour

**Department of Law**

1.	Director/Township Attorney	73,104.00
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**Department of Engineering**

1.	Director (Payable on quarterly basis)	1,250.00
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**Department of Public Affairs**

1.	Director (Payable on quarterly basis)	1,250.00
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**Land Use Administration**

1.	Planning and Zoning Board Secretary	
	a. Officer Hours – 20 Hours per week	16,820.00*
	b. Meeting Fee – Attendance Only	75.00/meeting

c. Meeting Fee & Preparation of Minutes	\$200/meeting
2. Zoning Officer	7,004.00
3. Code Enforcement Official	9,500.00

**Uniform Construction Code Agency**

1. Construction Code Official	27,967.00
2. Plumbing Sub-Code Official	11,035.00
3. Electrical Sub-Code Official	13,650.00
4. Fire Sub-Code Official	8,226.00
5. Technical Assistants (Part-Time for 25 Hours a Week)	20,852.00
6. Building/Plumbing Inspector (Part-Time) (not to exceed \$16,380.00 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	16.26/hr.
6 months to 1 year – Hourly Maximum	17.10/hr.
Over 1 year – Hourly Maximum	17.94/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 for 16 Hours a week)	12,667.20
3.	Director (Payable on quarterly basis)	1,250.00
4.	Special Police Officers	25.00/hr.
5.	Police Chief	178,290.00
6.	Dispatchers (Full-Time) (2,080 Hours/Year)	39,802.00
	Dispatchers (Part-Time)	27.21/hr.
7.	OEM Coordinator (Payable on quarterly basis)	1,000.00
8.	OEM Deputies (Payable on quarterly basis)	800.00

**Department of Fire Protection**

1.	Director (Payable on a quarterly basis)	1,250.00
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**Prosecutor's Office**

1.	Prosecutor Base includes two (2) court sessions per month. Extra court sessions - \$75.00 per session, payable upon completion of a payment voucher.	6,825.00
2.	Alternate Prosecutor – Per Session (not to exceed \$500.00 per year)	75.00/each

**Department of Municipal Facilities**

1.	Secretary (Part-Time for 25 Hours a week)	19,500.00
	(Part-Time for 20 Hours a week)	15,600.00
2.	Public Works Manager without Certification	74,554.00
	Certified Public Works Manager	76,088.00
3.	Director (Payable on quarterly basis)	1,250.00
4.	Recycling Coordinator (Payable Upon Timely Submission of Recycling Tonnage Grant Report to BCUA)	1,000.00

**Department of Recreation**

1.	Superintendent (Full-Time) with 15 Hours in Recreation & 20 Hours in Court – see Court salary below	12,780.00
2.	Cheerleading Instructors	8.88/hr.
3.	Summer Recreation Director	
	a. Pre-Season	22.33/hr.
	b. Season	4,975.00
4.	Summer Recreation Coordinators	18.75/hr.
5.	Summer Recreation Counselors	8.88/hr.
6.	Teen Program	10.00/hr.
7.	Director (Payable on quarterly basis)	1,250.00

**Office of Municipal Court**

1.	Municipal Court Administrator	30.50/hr.
2.	Judge Includes 2 sessions per month. Extra sessions - \$175.00 per session, payable upon completion of a payment voucher	10,237.34
3.	Violations Clerk (Part-Time)	18.00/hr.
	Violations Clerk (Full-Time) with 20 Hrs. in Court and 15 Hours in Recreation – Recreation Salary above	18,720.00

**Annual Mileage Allowance – Payable Quarterly**

1.	Business Administrator (payable on quarterly basis)	600.00
2.	Clerk (payable on quarterly basis)	600.00
3.	Building/Plumbing Inspector (payable on quarterly basis)	250.00
4.	Electrical Sub-Code Off'l (payable on quarterly basis)	250.00
5.	Fire Sub-Code Official (payable on quarterly basis)	250.00
6.	Tax Assessor (payable on quarterly basis)	300.00

**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 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.

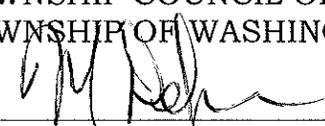
1. Retroactivity – As to all employees employed as of the effective date of this ordinance, the foregoing maximum rates apply as of (a) January 1, 2018; (b) his/her date of employment in the position as herein described; or (c) his/her one-year anniversary date in the position, whichever is later.

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:

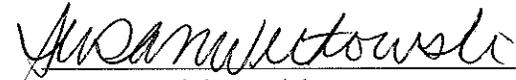
  
 Susan Witkowski  
 Township Clerk

APPROVED:  
 TOWNSHIP COUNCIL OF THE  
 TOWNSHIP OF WASHINGTON  
 BY   
 Michael DeSena  
 Council President

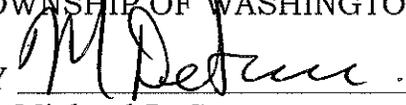
INTRODUCTION - FIRST READING OF TOWNSHIP ORDINANCE No. 18-03  
 DATED: April 2, 2018

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

ATTEST:

  
Susan Witkowski  
Township Clerk

APPROVED:  
TOWNSHIP COUNCIL OF THE  
TOWNSHIP OF WASHINGTON

BY   
Michael DeSena  
Council President

Second Reading of Township Ordinance No. 18-03

Adoption Date: April 16, 2018

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