

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY
ORDINANCE NO. 20-10

**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 FOR THE YEAR 2020**

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 2020 as follows, on a per annum basis and payable semi-monthly, unless otherwise noted:

<u>Department of Administration</u>	<u>Rate</u>
1. Director of Administration/Business Administrator	\$130,000
2. Administrative Secretary	\$42,620
3. Purchasing Assistant/Payroll Clerk	\$46,361
4. Acting QPA	\$400 per month
5. Floating Staff (Part-Time)	\$14,000

Mayor & Council

1. Mayor (Payable on quarterly basis)	\$10,237
2. Council President (Payable on quarterly basis)	\$6,560
3. Councilperson (Payable on quarterly basis)	\$6,330

Office of the Township Clerk/Health Department

1. Township Clerk	\$81,200
a) Additional meeting over 24 up to a max of 10. Per meeting	\$150
2. b) Election Officer	\$400/election
c) Election Assistant	\$75/election

3.	Secretary to the Township Clerk	\$35,000
4.	Board of Health - Meeting Pay	\$75
5.	Registrar	\$2,092
6.	Deputy Registrar, Secretary to Board of Health	\$1,780
7.	Director of Health (Payable on quarterly basis)	\$1,250

Department of Finance

1.	Treasurer	\$0
2.	Chief Financial Officer (Part-time)	\$70,000
3.	Director (Payable on quarterly basis)	\$0
4.	Deputy Treasurer/Finance Assistant	\$5,000
5.	Tax Collector	\$50,750
6.	Tax Collector Asst. (Part-Time)	\$0
7.	Tax Assessor (Average minimum of 20 hours per week, at least 4 hours shall be office hours)	\$20,864
8.	Assistant to the Tax Assessor (Part-Time)	\$8,000

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	\$75,315
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Department of Engineering

1.	Director (Payable on quarterly basis)	\$1,250
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Department of Public Affairs

1.	Director (Payable on quarterly basis)	\$1,250
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Land Use Administration

- 1. Planning and Zoning Board Secretary \$30,000
 - b. Meeting Fee – Attendance Only \$75/meeting
- 2. Zoning Officer \$25,000
- 3. Code Enforcement Official \$25,000

Uniform Construction Code Agency

- 1. Construction Code Official \$28,813
- 2. Plumbing Sub-Code Official \$11,200
- 3. Electrical Sub-Code Official \$14,067
- 4. Fire Sub-Code Official \$8,476
- 5. Technical Assistants (Full Time) \$41,860
 - Technical Assistants (Part Time) \$29,900
- 6. Building/Plumbing Inspector (Part-Time) \$15,834
- 8. Substitute Inspectors – Hourly \$500
- 9. Certificate of Continued Occupancy Inspections (CCO) \$12,500
- 10. Certificate of Smoke & Carbon Monoxide Detector Compliance \$50
- 11. Fire Inspection \$25

Department of Public Safety

- 1. Crossing Guards/School Monitors \$18.21/hr.
 - 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)

2.	Records Clerk	\$42,000
3.	Director (Payable on quarterly basis)	\$1,250
4.	Special Police Officers	\$25.00/hr.
5.	Police Chief	\$190,000
6.	Dispatchers (Full-Time) (2,080 Hours/Year)	\$41,006
	Dispatchers (Part-Time)	\$27.61/hr.
7.	OEM Coordinator (Payable on quarterly basis)	\$1,500
8.	OEM Deputies (Payable on quarterly basis)	\$600

Department of Fire Protection

1.	Director (Payable on a quarterly basis)	\$1,250
2.	Uniform Fire Safety Act	\$8,500
	a. Fire Official	
	b. Fire Inspectors	\$4,500

Prosecutor's Office

1.	Prosecutor	\$7,031
	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 (not to exceed \$500.00 per year)	\$75

Department of Public Works

1.	Secretary (Part-Time)	\$3,000
2.	Public Works Manager without Certification (Acting) Certified Public Works Manager	\$75,672 \$78,000
3.	Director (Payable on quarterly basis)	\$1,250
4.	Recycling Coordinator (Payable Upon Timely Submission of Recycling Tonnage Grant Report to BCUA)	\$1,000

Department of Recreation

1.	Superintendent (Part-Time)	\$20,000
2.	Cheerleading Instructors	\$9/hr.
3.	Summer Recreation Director	\$17,600
4.	Assistant Director	\$21.50/hr.
5.	Post College Supervisor	\$17.00/hr.
6.	College Supervisor	\$13.50/hr.
7.	Head Counselors	\$12.50/hr.
8.	Counselors	\$11.00/hr.
9.	Lifeguards (if required)	\$12.00/hr.
10.	Director (Paid on Quarterly Basis)	\$1,250

Office of Municipal Court

1.	Municipal Court Administrator	\$20,121
2.	Judge Includes 2 sessions per month. Extra sessions - \$175.00 per session, payable upon completion of a payment voucher	\$11,165

- 3. Violations Clerk (Part-Time) \$22,223

Annual Mileage Allowance – Payable Quarterly

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

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, 2020; (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.

Susan Witkowski
 Susan Witkowski
 Township Clerk

TOWNSHIP COUNCIL OF THE
 TOWNSHIP OF WASHINGTON

BY Arthur Cumming
 Arthur Cumming
 Council Vice-President

DATED: July 13, 2020

MOTION		SECOND		COUNCIL	AYES	NAYES	ABSTAIN	ABSENT
Cascio		Cascio		Cascio	X			
Cumming	X	Cumming		Cumming	X			
DeSena		DeSena		DeSena	X			
Feeney		Feeney		Feeney	X			
Morgan		Morgan	X	Morgan	X			

ATTEST:

Susan Witkowski
 Susan Witkowski
 Township Clerk

APPROVED:
 TOWNSHIP COUNCIL OF THE
 TOWNSHIP OF WASHINGTON

BY Arthur Cumming
 Arthur Cumming
 Council Vice-President

Second Reading of Township Ordinance No. 20-10

Adoption Date: August 17, 2020

MOTION		SECOND		COUNCIL	AYES	NAYES	ABSTAIN	ABSENT
Cascio		Cascio		Cascio		x		
Cumming	x	Cumming		Cumming	x			
DeSena		DeSena		DeSena		x		
Feeney		Feeney	x	Feeney	x			
Morgan		Morgan		Morgan	x			