

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY
ORDINANCE NO. 19-08

**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 YEAR 2019**

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 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 | \$125,000 |
| 2. Administrative Secretary | \$42,000 |
| 3. Purchasing Assistant/Payroll Clerk | \$45,675 |
| 4. Floating Staff (Part-Time) | \$15,238 |
| <u>Mayor & Council</u> | |
| 1. Mayor (Payable on quarterly basis) | \$10,085 |
| 2. Council President (Payable on quarterly basis) | \$6,463 |
| 3. Councilperson (Payable on quarterly basis) | \$6,236 |
| <u>Office of the Township Clerk/Health Department</u> | |
| 1. Township Clerk | \$80,000 |
| 2. a) Election Officer | \$400/election |
| b) Election Assistant | \$75/election |
| 3. Special Secretary to the Township Clerk | \$27,144 |
| 4. Board of Health - Meeting Pay | \$75 |
| 5. Registrar | \$2,030 |
| 6. Deputy Registrar, Secretary to Board of Health | \$1,728 |

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| 7. | Director of Health (Payable on quarterly basis) | \$1,250 |
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Department of Finance

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| 1. | Treasurer | \$100 |
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| 2. | Chief Financial Officer (Full-time) | \$110,000 |
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| 3. | Director (Payable on quarterly basis) | \$1,250 |
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| 4. | Deputy Treasurer/Finance Assistant | \$5,000 |
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| 5. | Tax Collector (Full-Time) | \$50,000 |
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| 6. | Tax Collector Asst. (Part-Time) | \$2,500 16.50/hr. |
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| 7. | Tax Assessor (Average minimum of 20 hours per week, at least 4 hours shall be office hours) | \$20,555 |
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| 8. | Assistant to the Tax Assessor (Part-Time) | \$5,814 |
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Department of Law

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| 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 | \$74,201 |
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Department of Engineering

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

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

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|----|---|----------|
| 1. | Planning and Zoning Board Secretary a. Officer Hours – 20 Hours per week | \$27,186 |
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| b. Meeting Fee – Attendance Only | \$75/meeting |
| 2. Zoning Officer | \$7,100 |
| 3. Code Enforcement Official | \$9,000 |
| <u>Uniform Construction Code Agency</u> | |
| 1. Construction Code Official | \$28,387 |
| 2. Plumbing Sub-Code Official | \$11,035 |
| 3. Electrical Sub-Code Official | \$13,859 |
| 4. Fire Sub-Code Official | \$8,350 |
| 5. Technical Assistants (Full Time) | \$27,000 |
| Technical Assistants (Part Time) | \$20,000 |
| 6. Building/Plumbing Inspector (Part-Time) | \$15,600 |
| 8. Substitute Inspectors – Hourly | \$500 |
| 9. Certificate of Continued Occupancy Inspections (CCO) | \$12,000 |
| 10. Certificate of Smoke & Carbon Monoxide Detector Compliance | \$50 |
| 11. Fire Inspection | \$25 |

Department of Public Safety

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| 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) | \$17.94/hr. |
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| 2. | Records Clerk (Part-Time) | \$19,000 |
| 3. | Director (Payable on quarterly basis) | \$1,250 |
| 4. | Special Police Officers | \$52,000 |
| 5. | Police Chief | \$180,964 |
| 6. | Dispatchers (Full-Time) (2,080 Hours/Year) | \$40,400 |
| | Dispatchers (Part-Time) | \$27.21/hr. |
| 7. | OEM Coordinator (Payable on quarterly basis) | \$1,250 |
| 8. | OEM Deputies (Payable on quarterly basis) | \$600 |

Department of Fire Protection

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| 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

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| 1. | Prosecutor | \$6,927 |
| | 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 Municipal Facilities

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| 1. | Secretary (Part-Time or Full Time) | \$18,500 |
| 2. | Public Works Manager without Certification (Acting) | \$75,672 |
| | Certified Public Works Manager | \$77,230 |
| 3. | Director (Payable on quarterly basis) | \$1,250 |

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| 4. | Recycling Coordinator (Payable Upon Timely Submission of Recycling Tonnage Grant Report to BCUA) | \$1,000 |
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Department of Recreation

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| 1. | Superintendent (Full-Time) | \$29,000 |
| 2. | Cheerleading Instructors | \$9/hr. |
| 3. | Summer Recreation Director | |
| | a. Pre-Season | \$ 22.66/hr. |
| | b. Season | \$5,050 |
| 4. | Summer Recreation Coordinators | \$19/hr. |
| 5. | Summer Recreation Counselors | \$9/hr. |
| 6. | Teen Program | \$10/hr. |
| 7. | Director (Payable on quarterly basis) | \$1,250 |

Office of Municipal Court

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|----|---|----------|
| 1. | Municipal Court Administrator | \$19,823 |
| 2. | Judge Includes 2 sessions per month. Extra sessions - \$175.00 per session, payable upon completion of a payment voucher | \$11,000 |
| 3. | Violations Clerk (Part-Time) | \$21,894 |

Annual Mileage Allowance – Payable Quarterly

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| 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, 2019; (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.

4.
ATTEST:

APPROVED:
TOWNSHIP COUNCIL OF THE
TOWNSHIP OF WASHINGTON

Susan Witkowski
Township Clerk

BY _____
Michael DeSena
Council President

Introduced Date: May 6, 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 of Township Ordinance No. 19-

Adoption Date: , 2019

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