

BOROUGH OF ELMER
SALEM COUNTY, NEW JERSEY

ORDINANCE 2022-3

Title:	2022 SALARY ORDINANCE
Date of Introduction:	March 9, 2022
Anticipated Date of Adoption:	April 13, 2022
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ORDINANCE 2022-3
2022 SALARY ORDINANCE

BE IT ORDAINED by the Mayor and Borough Council of the Borough of Elmer, County of Salem, and State of New Jersey as follows:

1. For the year 2022 and succeeding years thereafter, the salaries, wages and fees for the respective offices and positions are as hereinafter set forth:

A. ADMINISTRATIVE

(1) Mayor	\$4,126.00	per year
(2) Council Members	\$2,877.00	per year
(3) Administrator	\$500.00	per year
(4) Municipal Clerk	\$11,620.00	per year
(5) Deputy Clerk	\$100.00	per year
(6) Chief Financial Officer	\$19,102.00	per year
(7) Deputy Treasurer	\$450.00	per year
(8) Tax Collector	\$11,393.00	per year
(9) Deputy Tax Collector	\$15.00-\$20.00	per hour
		(Not to exceed \$1,000)
(10) Assessor	\$9,960.00	per year
(11) Custodian Borough Hall	\$6,630.00	per year
(12) Clerical	\$13.00	per hour
(13) Assistant to Municipal Clerk	\$13.00	per hour
		(Not to exceed \$5,000)
(14) General Maintenance	\$13.00 - \$30.00	per hour
(15) Recycling Enforcer	\$13.00	per hour
(16) Website Administrator	\$510	per year

B. LAND USE

(1) Zoning Administrator	\$2,133.00	per year
(2) Housing Officer	\$6,377.00	per year
(3) Land Use Board Secretary	\$2,994.00	per year
(4) Zoning Assistant	\$1,402.00	per year
(5) Housing Assistant	\$4,208.00	per year

C. PROTECTION

POLICE DEPARTMENT

(1) Chief	\$61,000.00-\$70,000.00	per year
	\$29.33-\$33.65	per hour
(2) Lieutenant	\$53,432.00-\$60,000.00	per year
	\$25.68 - \$28.84	per hour
(3) Sergeant	\$21.67	per hour
	(Additional \$1.00 per hour above Patrolman 1 st Class Rate per hour)	
(4) Patrolman 1st Class	\$20.67	per hour
(5) Patrolman 2nd Class	\$15.20	per hour
(6) Traffic Detail	\$60.00	per hour

(7) Police Department Holiday Pay Rates

A. Full-time employees are entitled to one personal day per year.

B. In the event one or more of the below-listed members of the Police Department works on a Borough of Elmer designated holiday, to wit: New Year's Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day or Christmas, then that officer shall be paid as follows:

(a) Chief	\$44.00-\$50.47	per hour
(b) Lieutenant	\$38.52-\$43.26	per hour

(c) Sergeant	\$32.50	per hour
(d) Patrolman 1st Class	\$31.00	per hour
(e) Patrolman 2nd Class	\$22.80	per hour

OTHER

(1) Emergency Management Coordinator	\$1,736.00	per year
(2) Deputy Emergency Management Coordinator	\$956.00	per year
(3) Fire Code Official	\$6,795.00	per year
(4) Fire Code Inspector	\$16.94	per hour
	(Not to exceed \$1,700.00)	

D. WELFARE

(1) Secretary Board of Health	\$100.00	per year
(2) Registrar of Vital Statistics	\$761.00	per year
(3) Deputy Registrar of Vital Statistics	\$3,694.00	per year
(4) Alternate Deputy Registrar of Vital Statistics	\$2,257.00	per year
	\$13.00	per hour
(5) Animal Registrar	\$809.00	per year

E. WATER DEPARTMENT

(1) Collector	\$7,053.00	per year
(2) Deputy Collector	\$15.00-\$20.00	per hour
(Not to exceed \$1,000.00)		
(3) Chief Financial Officer	\$14,375.00	per year
(4) Deputy Treasurer	\$100.00	per year
(5) Water Clerk	\$13.00	per hour
(6) Clerical	\$13.00	per hour
(7) Municipal Clerk	\$11,620.00	per year
(8) General Maintenance & Operation	\$13.00 - \$30.00	per hour

2. The following shall be compensated on a fee basis:

- A. Solicitor
- B. Engineer
- C. Auditor
- D. Animal Control Officer
- E. Land Use Board Solicitor
- F. Licensed Operations Water Department

3. Vacation Pay/Policy:

A. Full-time employees:

1-5 years of employment	10 days
6-15 years of employment	15 days
16+ years of employment	20 days

- B. There is no requirement that vacation days be taken consecutively.
- C. Vacation may be used to cover unpaid sick leave or any unpaid days off, except days as a result of disciplinary action.
- D. All vacation is subject to the approval of the employee's supervisor.
- E. No more than one week of vacation may be carried over from one calendar year to the next, and must be used by June 1 of that year.

4. Sick Leave - Full-time and Part-time Employees:

- A. Full-time employees are entitled to five (5) paid sick days, and part-time employees are entitled to accrue up to five (5) days of sick leave, of which five (5) can be carried to the following calendar year up to a maximum of fifteen (15) accumulated sick days at any time.
- B. All full-time and part-time employees who retire will be entitled to reimbursement of unused sick time not to exceed fifteen (15) days.

5. Bereavement Leave - Full-time Employees:

- A. The employee shall receive time off with pay from the date of death until subsequent interment for immediate family members, which shall include spouse, child, parent, brother, sister (inclusive of both step and/or half), as well as mother-in-law and father-in-law not to exceed (5) days.
- B. The employee shall receive one day with pay for the following family members: brother-in-law, sister-in-law, aunt, uncle, or grandparents.
- C. Employees shall only be paid for bereavement days taken if they were actually scheduled to work on those days.

6. The salaries, wages and compensations set forth are effective on January 1, 2022.

7. If any section or provision of this Ordinance shall be declared by a Court of competent jurisdiction to be in valid, such decision shall not affect the validity of this Ordinance as a whole or any part thereof.

8. All Ordinances, or parts of Ordinances, heretofore adopted and that are inconsistent with the terms and provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

9. This Ordinance shall be effective upon its final passage, adoption and publication in the manner prescribed by law.

Introduced: March 9, 2022

Adopted: April 13, 2022

Attest:

BOROUGH OF ELMER

Sarah D. Walker, Borough Clerk

BY: Joseph P. Stemberger, Mayor

ROLL CALL VOTE as follows:

	<u>MOTION</u>	<u>SECOND</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Schneider	_____	_____	✓	_____	_____	_____
Davis	✓	_____	✓	_____	_____	_____
Foster	_____	_____	✓	_____	_____	_____
Nolan	_____	✓	✓	_____	_____	_____
Schalick	_____	_____	✓	_____	_____	_____
Zee	_____	_____	✓	_____	_____	_____

PUBLIC NOTICE
ORDINANCE NO. 2022-3
2022 SALARY ORDINANCE

NOTICE IS HEREBY GIVEN that Ordinance 2022-3, to establish a schedule of salaries, wages and compensation of the public officials, officers and employees of the Borough of Elmer, along with revisions to the sick leave policy, was introduced and passed upon first reading at a meeting of the Mayor and Council of the Borough of Elmer, in the County of Salem and State of New Jersey, held on March 9, 2022. It will be further considered for final passage, after public hearing hereon, at a meeting of said Mayor and Council to be held in the Borough Hall, 120 South Main Street, Elmer, New Jersey 08318, on April 13, 2022, at 7:30 P.M. During the week prior and up to and including the date of such meeting, copies of said Ordinance will be made available at the Clerk's office at Borough Hall, 120 South Main Street, in the Borough, to the members of the general public who shall request the same.

Sarah D. Walker, Clerk
3/24/2022

NOTICE OF ADOPTION
ORDINANCE 2022-3 2022 SALARY ORDINANCE

The foregoing named Ordinance was duly adopted at a regular meeting of the Mayor and Borough Council of the Borough of Elmer on April 13, 2022.

Sarah D. Walker, Borough Clerk