BOROUGH OF ELMER SALEM COUNTY, NEW JERSEY

ORDINANCE 2016-1

Date of Introduction: January 13, 2016

Anticipated Date of Adoption: February 10, 2016

Contents: Ordinance

Notice of Introduction Notice of Adoption

ORDINANCE 2016-1 2016 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 2016 and succeeding years thereafter, the salaries, wages and fees for the respective offices and positions are as hereinafter set forth:

A. ADMINISTRATIVE		
(1) Mayor	\$3,655.00	per year
(2) Council Members	\$2,550.00	per year
(3) Administrator	\$500.00	per year
(4) Municipal Clerk	\$10,000.00	per year
(5) Deputy Clerk	\$100.00	per year
(6) Chief Financial Officer	\$16,921.00	per year
(7) Deputy Treasurer	\$450.00	per year
(8) Tax Collector	\$11,921.00	per year
(9) Deputy Tax Collector	\$10.00	per hour
	(Not to exc	ceed \$1,000)
(10) Assessor	\$11,921.00	per year
(11) Custodian Borough Hall	\$5,874.00	per year
(12) Clerical - not more than	\$8.38	per hour
(13) Assistant to Municipal Clerk	\$10.00	per hour
•	(Not to exc	ceed \$2,000)
(14) General Maintenance	\$10.00 - \$20.00	per hour
(15) Recycling Enforcer	\$10.00	per hour
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B. LAND USE		
(1) Zoning Administrator	\$2,005.00	per year
(2) Housing Officer	\$4,995.00	per year
(3) Land Use Board Secretary	\$2,652.00	per year
C. PROTECTION		
POLICE DEPARTMENT		
(1) Chief	\$65,447.60	per year
	\$31.47	per hour)
(2) Lieutenant	\$48,276.80	per year
	\$23.21	per hour)
(3) Sergeant	\$19.26	per hour
(Additional \$1.00 per hour above		
(4) Patrolman	\$18.26	per hour
(5) Class II Officer	\$11.25	per hour
(6) Traffic Control Officer	\$12.43	per hour
(7) Traffic Detail	\$55.00	per hour
	(or neg	otiated rate)
(8) Police Department Overtime Pay Rates		
A. Court appearances (officer off duty)	\$35.00	per session
B. Full-time employees are entitled to one personal day pe	er year.	

C. 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 in addition to his/her regular salary, the sum of:

(a) Chief	\$51.71	per hour		
(b) Lieutenant	\$34.82	per hour		
(c) Sergeant	\$28.89	per hour		
(d) Patrolman 1st Class	\$27.39	per hour		
(e) 12 Hour Shifts: Part time police officers shall not be paid overtime except as stated above.				

OTHER				
(1) Emergency Management Coordinator	\$1,484.00	per year		
(2) Deputy Emergency Management Coordinator	\$865.00	per year		
(3) Fire Code Official	\$6,020.00	per year		
(4) Fire Code Inspector	\$15.61	per hour		
	(Not to exceed \$1,500.00)			
D. WELFARE				
(1) Secretary Board of Health	\$100.00	per year		
(2) Registrar of Vital Statistics	\$675.00	per year		
(3) Deputy Registrar of Vital Statistics	\$3,273.00	per year		
(4) Alternate Deputy Registrar of Vital Statistics	\$2,000.00	per year		
	\$10.77	per hour		
(5) Animal Registrar	\$717.00	per year		
E. WATER DEPARTMENT				
(1) Collector	\$9,225.00	per year		
(2) Deputy Collector	\$10.00	per hour		
	(Not to exceed \$1,000.00)			
(3) Chief Financial Officer	\$12,733.00	per year		
(4) Deputy Treasurer	\$100.00	per year		
(5) Water Clerk	\$8.38	per hour		
(6) Clerical - not more than	\$8.38	per hour		
(7) Municipal Clerk	\$10,000.00	per year		
(8) Assistant Superintendent	\$10,150.00	per year		
(In addition, \$20.00 per meter to repair, check or extended water mark-out.)				

- 2. The following shall be compensated on a fee basis: A. Solicitor
 - B. Engineer
 - C. Auditor
 - D. Dog Warden
 - E. Land Use Board Solicitor.

(9) Water Meter Reader

(10) General Maintenance

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.

\$3,144.00

\$10.00 - \$20.00

per year

per hour

4. Sick Leave - Full-time Employees:

- A. Employees are entitled to five paid sick days, of which five can be carried to the following calendar year up to a maximum of 15 accumulated sick days at any time.
- B. Employees will not be reimbursed for carried-over or unused sick time upon the conclusion of their employment.
- 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. Overtime:

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- A. Overtime must be approved by the appropriate Borough Council Chairperson, except in an emergency.
- 7. The salaries, wages and compensations set forth herein shall become effective on January 1, 2016.
- 8. 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.
- 9. 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.
- 10. This Ordinance shall be effective upon its final passage, adoption and publication in the manner prescribed by law.

Introduced	: January 13,	2016					
Adopted:	Adopted: February 10, 2016			Approved by the Mayor on February 10, 2016			
Attest:							
Sarah D. W	Valker, Acting	Borough Cle	rk		Joseph P. Ste	mberger, Mayor	
ROLL CA	LL VOTE as f	follows:					
	MOTION	SECOND	AYES	NAYS	ABSTAINED	ABSENT	
Schneider							
Davis							
Nolan							
Richards							
Schalick							

NOTICE OF INTRODUCTION 2016 SALARY ORDINANCE

NOTICE IS HEREBY GIVEN that the foregoing proposed Ordinance was introduced and passed by the Mayor and Borough Council of the Borough of Elmer, County of Salem, and State of New Jersey, at a regular meeting held on Wednesday, January 13, 2016, and that a public hearing thereon will be conducted by the Mayor and Borough Council at its regular meeting on Wednesday, February 10, 2016, at 7:30 p.m., at the Borough Hall, Elmer, New Jersey, after which the Ordinance will be considered for adoption.

Sarah D. Walker, Acting Borough Clerk

NOTICE OF ADOPTION 2016 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 February 10, 2016.

Sarah D. Walker, Acting Borough Clerk