

BOROUGH OF ELMER  
SALEM COUNTY, NEW JERSEY

ORDINANCE 2021-3

Title:	2021 SALARY ORDINANCE
Date of Introduction:	March 10, 2021
Anticipated Date of Adoption:	April 14, 2021
Contents:	Ordinance Notice of Introduction Notice of Adoption

**ORDINANCE 2021-3  
2021 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 2021 and succeeding years thereafter, the salaries, wages and fees for the respective offices and positions are as hereinafter set forth:

**A. ADMINISTRATIVE**

(1) Mayor	\$4,045.00	per year
(2) Council Members	\$2,821.00	per year
(3) Administrator	\$500.00	per year
(4) Municipal Clerk	\$11,392.00	per year
(5) Deputy Clerk	\$100.00	per year
(6) Chief Financial Officer	\$18,727.00	per year
(7) Deputy Treasurer	\$450.00	per year
(8) Tax Collector	\$11,170.00	per year
(9) Deputy Tax Collector	\$15.00-\$20.00	per hour
	(Not to exceed \$1,000)	
(10) Assessor	\$9,765.00	per year
(11) Custodian Borough Hall	\$6,500.00	per year
(12) Clerical - not more than	\$12.00	per hour
(13) Assistant to Municipal Clerk	\$12.00-\$12.77	per hour
	(Not to exceed \$5,000)	
(14) General Maintenance	\$12.00 - \$30.00	per hour
(15) Recycling Enforcer	\$12.00	per hour

**B. LAND USE**

(1) Zoning Administrator	\$2,133.00	per year
(2) Housing Officer	\$6,377.00	per year
(3) Land Use Board Secretary	\$2,935.00	per year
(4) Zoning Assistant	\$1,402.00	per year
(5) Housing Assistant	\$4,208.00	per year

**C. PROTECTION**

**POLICE DEPARTMENT**

(1) Chief	\$73,147.00	per year
	\$35.17	per hour
(2) Lieutenant	\$53,432.00	per year
	\$25.68	per hour
(3) Detective Sergeant	\$45,743.00	per year
	\$21.99	per hour
(4) Sergeant	\$21.26	per hour
	(Additional \$1.00 per hour above Patrolman 1 <sup>st</sup> Class Rate per hour)	
(5) Patrolman	\$20.26	per hour
(6) Class II Officer	\$14.90	per hour
(7) Traffic Control Officer	\$13.75	per hour
(8) Traffic Detail	\$60.00	per hour
(9) 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	\$52.74	per hour
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(b) Lieutenant	\$38.54	per hour
(c) Detective Sergeant	\$32.99	per hour
(d) Sergeant	\$31.95	per hour
(e) Patrolman 1st Class	\$30.39	per hour
(f) Class II Officer	\$22.36	per hour

OTHER

(1) Emergency Management Coordinator	\$1,702.00	per year
(2) Deputy Emergency Management Coordinator	\$937.00	per year
(3) Fire Code Official	\$6,662.00	per year
(4) Fire Code Inspector	\$16.61	per hour
	(Not to exceed \$1,700.00)	

D. WELFARE

(1) Secretary Board of Health	\$100.00	per year
(2) Registrar of Vital Statistics	\$746.00	per year
(3) Deputy Registrar of Vital Statistics	\$3,622.00	per year
(4) Alternate Deputy Registrar of Vital Statistics	\$2,213.00	per year
	\$12.00	per hour
(5) Animal Registrar	\$793.00	per year

E. WATER DEPARTMENT

(1) Collector	\$6,915.00	per year
(2) Deputy Collector (Not to exceed \$1,000.00)	\$15.00-\$20.00	per hour
(3) Chief Financial Officer	\$14,093.00	per year
(4) Deputy Treasurer	\$100.00	per year
(5) Water Clerk	\$12.00	per hour
(6) Clerical - not more than	\$12.00-\$13.00	per hour
(7) Municipal Clerk	\$11,392.00	per year
(8) General Maintenance & Operation	\$12.00 - \$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 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.



NOTICE OF INTRODUCTION  
ORDINANCE 2021-3 2021 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 by videoconference on Wednesday, March 10, 2021, and that a public hearing thereon will be conducted by the Mayor and Borough Council at its regular meeting on Wednesday, April 14, 2021, at 7:30 p.m., at the Borough Hall, Elmer, New Jersey, after which the Ordinance will be considered for adoption.

Sarah D. Walker, Borough Clerk

NOTICE OF ADOPTION  
ORDINANCE 2021-3 2021 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 14, 2021.

Sarah D. Walker, Borough Clerk