

BOROUGH OF ELMER  
SALEM COUNTY, NEW JERSEY

ORDINANCE 2015-1

Title:	2015 SALARY ORDINANCE
Date of Introduction:	January 14, 2015
Anticipated Date of Adoption:	February 11, 2015
Contents:	Ordinance Notice of Introduction Notice of Adoption

## ORDINANCE 2015-1

### 2015 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 2015 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	16,893.00	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 exceed \$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	\$1,853.00	per year
(14) General Maintenance	\$10.00 - \$20.00	per hour
(15) Recycling Enforcer	\$10.00	per hour

#### B. LAND USE

(1) Zoning Administrator	4,013.00	per year
(2) Housing Officer	3,151.00	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)
	(Additional-Negotiated stipend for Health Insurance for full-time employees)	
(2) Sergeant		
	(Additional \$1.00 per hour above Patrolman 1 <sup>st</sup> Class Rate per hour)	
(3) Patrolman 1 <sup>st</sup> Class	18.26	per hour
(4) Patrolman 2 <sup>nd</sup> Class	11.25	per hour
(5) Traffic Control Officer	12.43	per hour

(6) Lieutenant	48,276.80	per year
	(23.21	per hour)
(Additional-Negotiated stipend for Health Insurance for full-time employees)		

(7) Traffic Detail	55.00	per hour (or negotiated rate)
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(8) Police Department Overtime Pay Rates

A. Court appearances (officer off duty)	35.00	per session
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B. Full-time employees are entitled to one personal day per 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) Sergeant	28.89	per hour
(c) Patrolman 1 <sup>st</sup> Class	27.39	per hour
(d) Lieutenant	34.82	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) Assistant Fire Code Official	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	12,924.00	per year
(8) Assistant Superintendent	10,150.00	per year
	(In addition, \$20.00 per meter to repair, check or an extended water mark-out.)	
(9) Water Meter Reader	3,144.00	per year
(10) General Maintenance	\$10.00 - \$20.00	per hour

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

- A. Solicitor,
- B. Engineer,
- C. Auditor,
- D. Dog Warden,
- E. Land Use Board Solicitor.

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.

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:

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, 2015.

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.

ADOPTED: February 11, 2015

Approved by the Mayor on  
February 11, 2015

ATTEST:

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Beverly S. Richards, Clerk

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Joseph P. Stemberger, Mayor

ROLL CALL VOTE as follows:

	<u>MOTION</u>	<u>SECOND</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
Schneider	___	___	___	___	___	___
Davis	___	___	___	___	___	___
Nolan	___	___	___	___	___	___
Richards	___	___	___	___	___	___
Schalick	___	___	___	___	___	___
Zee	___	___	___	___	___	___

NOTICE

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 14, 2015, and that a public hearing thereon will be conducted by the Mayor and Borough Council at its regular meeting on Wednesday, February 11, 2015, at 7:30 p.m., at the Borough Hall, Elmer, New Jersey, after which the Ordinance will be considered for adoption.

Beverly S. Richards, Clerk  
Borough of Elmer

NOTICE OF ADOPTION  
OF  
2015 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 11, 2015.

Beverly S. Richards, Clerk  
Borough of Elmer