

Introduced: 03-25-2024
Adopted: 04-22-2024

**TOWNSHIP OF FAIRFIELD
ORDINANCE #2024-06**

AN ORDINANCE TO FIX SALARIES AND OTHER COMPENSATION OF THE MUNICIPAL OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF FAIRFIELD

BE IT ORDAINED by the Mayor and Council of the Township of Fairfield, County of Essex, as follows:

SECTION I

Each office of employment set forth herein, for which other provision has not been made by Statute, Ordinance or Contract, is hereby established and shall exist by virtue of this ordinance.

SECTION II

The salaries and rates of compensation of the municipal officers and employees are retroactive to January 1, 2024 and until otherwise changed by ordinance shall be paid in accordance with the following Schedules "A" and "B" and "C". The Mayor and/or contract settlement shall determine the salary of each employee and officer within the parameters of the salary range in which the position or office has been classified by this ordinance.

SCHEDULE "A" -SALARY GRADE CLASSIFICATION

The following salary grade classifications are hereby established:

| GRADE | MINIMUM | MAXIMUM |
|-------|----------|--------------------------------|
| I | \$28,000 | \$50,000 |
| II | 32,000 | 65,000 |
| III | 33,000 | 70,000 |
| IV | 40,000 | 75,000 |
| V | 45,000 | 80,000 |
| VI | 50,000 | 95,000 |
| VII | 10,000 | 90,000 |
| VIII | 65,000 | 100,000 (\$110,000) |
| IX | 75,000 | 120,000 |
| X | 75,000 | 140,000 |
| XI | 90,000 | 160,000 (\$190,000) |
| XII | 150,000 | 220,000 |

*Part Time: Per Hour: \$12.00 \$75.00 (\$150.00)

** Except seasonal workers, minors, and other applicable exemptions, which shall comply with the provisions of N.J.S.A. 34:11-56a4.

Per Diem 50 630

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SCHEDULE "B" -POSITION TITLES AND
DESIGNATED GRADE CLASSIFICATIONS

The following position titles and designated grade classifications are hereby established:

| POSITION TITLE | GRADE |
|---|---------------------|
| <u>CLERICAL POSITIONS</u> | |
| Receptionist | II |
| Clerk Typist | II |
| Clerk Bookkeeper | II |
| Senior Clerk Typist | III |
| Secretary | III |
| Accounts Payable/Receivable Clerk | IV |
| Principal Clerk Bookkeeper | IV |
| Principal Clerk Typist | IV |
| Senior Secretary | IV |
| Senior Secretary/Asst. Zoning-Planning Coordinator | IV |
| Administrative Secretary | V |
| Planning & Zoning Coordinator | V |
| Administrative Secretary/Zoning-Planning Coordinator | VI |
| <u>CODE ENFORCEMENT</u> | |
| Assistant to the Control Person | IV |
| Principal Technical Assistant/Control Person | V |
| Technical Assistant to Construction Official/Zoning Officer | V |
| Code Enforcement Officer | VI |
| Planning/Zoning Officer | VI |
| Zoning/Code Enforcement/Property Maintenance Official | VII |
| Building Inspector/Code Enforcement/Prop. Maint. Official | VII |
| Construction Official/Building Sub-Code Official | IX -(XI) |
| Building Inspector | P/T |
| Building Sub-Code Official | P/T |
| Plumbing Inspector | P/T |
| Electrical Inspector | P/T |
| Electrical Sub-Code Official | P/T |
| Fire Sub-Code Official | P/T |
| Elevator Sub-Code Official | P/T |
| <u>FIRE PREVENTION</u> | |
| Fire Inspector | V |
| Fire Official | VII (X) |
| Deputy Fire Marshal (Official) | VII |

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MUNICIPAL COURT

| | |
|-------------------------------|-----|
| Violations Clerk | III |
| Deputy Court Administrator | IV |
| Municipal Court Administrator | VII |

PUBLIC WORKS

| | |
|---|------------|
| Building Maintenance Worker | II |
| Senior Building Maintenance Worker | III |
| Principal Building Maintenance Worker | IV |
| Public Works Repairperson | III |
| Senior Public Works Repairperson | IV |
| Principal Public Works Repairperson | V |
| Equipment Maintenance Specialist | VII |
| Equipment Operator | III |
| Senior Equipment Operator | IV |
| Principal Equipment Operator | V |
| Automotive Mechanic | IV |
| Senior Automotive Mechanic | V |
| Principal Automotive Mechanic | VI |
| Principal Engineering Assistant | VII |
| Public Works Inspector | V |
| Foreman | VIII |
| Superintendent of Public Works | XI |
| Assistant to Municipal Engineer | VI |
| Municipal Engineer | XI |
| Certified Flood Plain Manager | VII |

OTHER TOWNSHIP POSITIONS

| | |
|-------------------------------------|-------------|
| Administrative Assistant | VI |
| Municipal Administrator | XII |
| Assistant Municipal Administrator | XII |
| Assistant Municipal Tax Collector | V |
| Municipal Tax Collector | VII |
| Deputy Municipal Clerk | V |
| Municipal Clerk/Registrar | XI |
| Qualified Purchasing Agent | VII |
| Assistant Municipal Treasurer | VI |
| Chief Financial Officer | XI |
| Municipal Treasurer | IX |
| Finance Assistant/HR/Payroll | V |
| Deputy Chief of Police | XI |
| Chief of Police | XII |
| Director of Health | VII |
| Director of Human Services | VII |
| Assistant Director of Recreation | V |
| Director of Recreation | XI |
| Police Dispatcher | III |
| Municipal Tax Assessor | VIII |

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PART TIME POSITIONS

| | |
|---------------------------------------|------------|
| Municipal Assessor | P/T |
| Deputy Assessor | P/T |
| Municipal Attorney | P/T |
| Magistrate | P/T |
| Prosecutor | P/T |
| Public Defender | P/T |
| Court Attendant | P/T |
| Senior Citizen Bus Driver | P/T |
| Dog/Cat Licensing Official | P/T |
| Recycling Coordinator | P/T |
| Clean Communities Coordinator | P/T |
| Community Rating Coordinator | P/T |
| Emergency Management Coordinator | P/T |
| Summer Recreation | P/T |
| Laborer (Public Works) | P/T |
| Fire Inspector | P/T |
| Athletic Director | P/T |
| Part-Time Employees (all departments) | P/T |

STIPEND POSTIONS

~~Maintenance Assistant~~
~~Certified Flood Plain Manager~~
~~OEM Coordinator~~
Planning Board Recording Secretary

Introduced: 03-25-2024
 Adopted: 04-22-2024

SCHEDULE "C" POLICE DEPARTMENT

(CONTRACTUAL)

APPLICABLE TO NEWLY HIRED POLICE OFFICERS

HIRED ON OR AFTER JANUARY 1, 2024

| Police Officers | 2024 Salary | 2025 Salary | 2026 Salary | 2027 Salary |
|-------------------------|--------------------|--------------------|--------------------|--------------------|
| Step 1 | \$43,680.00 | \$45,427.20 | \$47,244.29 | \$49,134.06 |
| Step 2 | \$47,298.16 | \$49,190.09 | \$51,157.69 | \$53,204.00 |
| Step 3 | \$55,340.48 | \$57,554.10 | \$59,856.26 | \$62,250.51 |
| Step 4 | \$63,433.76 | \$65,971.11 | \$68,609.95 | \$71,354.35 |
| Step 5 | \$71,424.08 | \$74,281.04 | \$77,252.28 | \$80,342.38 |
| Step 6 | \$79,465.36 | \$82,643.97 | \$85,949.73 | \$89,387.72 |
| Step 7 | \$87,509.76 | \$91,010.15 | \$94,650.56 | \$98,436.58 |
| Step 8 | \$95,520.88 | \$99,341.72 | \$103,315.38 | \$107,448.00 |
| Step 9 | \$103,592.32 | \$107,736.01 | \$112,045.45 | \$116,527.27 |
| Step 10 | \$111,657.52 | \$116,123.82 | \$120,768.77 | \$125,599.52 |
| Step 11 | \$119,328.56 | \$124,101.70 | \$129,065.77 | \$134,228.40 |
| Step 12 | \$128,503.44 | \$133,643.58 | \$138,989.32 | \$144,548.89 |
| Corporal | \$133,969.68 | \$139,328.47 | \$144,901.61 | \$150,697.67 |
| Sergeant | \$144,275.04 | \$150,046.04 | \$156,047.88 | \$162,289.80 |
| | | \$0.00 | | |
| Current LT | \$163,957.04 | \$170,515.32 | \$177,335.93 | \$184,429.37 |
| New LT | \$154,733.28 | \$160,922.61 | \$167,359.52 | \$174,053.90 |
| Current LT - Captain | \$168,957.04 | \$175,515.32 | \$182,335.93 | \$189,429.37 |
| New LT - Captain | \$159,733.28 | \$165,922.61 | \$172,359.52 | \$179,053.90 |

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SECTION III

Part-Time employees in classified positions may be paid less than the minimum set Forth in Schedule "A".

SECTION IV

APPOINTMENT AND AUTHORIZATION

- A. The Mayor shall report to the Council all decisions as to the appointment to positions within two (2) weeks of such appointments and advise the Council of the names of the appointees, positions, and exact salaries fixed.
- B. The Treasurer shall enter upon the employment rolls of the Municipality and pay each employee in accordance with this Ordinance upon the certifications of the Administrator in writing of the appointment and salary of prospective employee.

SECTION V

MILEAGE ALLOWANCE AND EXPENSES

A mileage allowance, payable on voucher, at the current IRS Standard Business Mileage Rate per mile shall be paid to the Township employees and officers for authorized use of private vehicles on Township business. Daily mileage sheets are to be submitted. Use of private vehicles for Township business must have prior authorization by the Department Head.

SECTION VI

MAYOR AND COUNCIL HONORARIUM

Members of the Council shall receive a salary of \$15,000 per year. The Mayor shall receive an additional \$4,750 for his duties as Mayor.

SECTION VII

All other provisions inconsistent herewith pertaining to salaries of civilian, municipal employees and officers mentioned herein are repealed.

SECTION VIII

The Municipal Treasurer be and he is hereby authorized to pay the foregoing salaries and compensation on and after the effective date of this Ordinance.

This Ordinance shall take effect immediately upon passage and publication according to law and shall be retroactive to January 1, 2024.


William Galese, Mayor

ATTEST:


Denise D. Cafone, Municipal Clerk

Introduced: 03-25-2024
Adopted: 04-22-2024

NOTICE

"NOTICE is hereby given that the foregoing Ordinance was introduced and passed upon First Reading at a Meeting of the Mayor and Council of the Township of Fairfield on March 25, 2024 Said ordinance shall have a second Reading and Public Hearing and be considered for final adoption at a meeting of said Governing Body to be held on April 22, 2024 at 7:00 p.m. in the Township Municipal Building, 230 Fairfield Road, Fairfield, N.J."


Denise D. Cafone
Municipal Clerk

INTRODUCTION OF ORDINANCE --

ORDINANCE #2024-06 ~ AN ORDINANCE TO FIX SALARIES AND OTHER COMPENSATION OF THE MUNICIPAL OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF FAIRFIELD

INTRODUCED BY: Councilman Campisi
SECONDED BY: Councilman McGlynn
PUBLISHED: March 28, 2024

ROLL CALL VOTE

| GOVERNING BODY | AYES | NAYS | ABSTAIN | ABSENT | NOT VOTING |
|-------------------------------------|------|------|---------|--------|------------|
| COUNCIL PRESIDENT JOSEPH CIFELLI | x | | | | |
| COUNCILMAN JOHN LAFORGIA | | | | x | |
| COUNCILMAN MICHAEL B MCGLYNN | x | | | | |
| COUNCILMAN PETER CAMPISI | x | | | | |
| MAYOR WILLIAM GALESE | x | | | | |

2ND READING AND PUBLIC HEARING – APRIL 22, 2024

INTRODUCED BY: Council President Cifelli
SECONDED BY: Councilman Campisi
PUBLISHED: April 25, 2024

ROLL CALL VOTE

| GOVERNING BODY | AYES | NAYS | ABSTAIN | ABSENT | NOT VOTING |
|-------------------------------------|------|------|---------|--------|------------|
| COUNCIL PRESIDENT JOSEPH CIFELLI | X | | | | |
| COUNCILMAN JOHN LAFORGIA | X | | | | |
| COUNCILMAN MICHAEL B MCGLYNN | X | | | | |
| COUNCILMAN PETER CAMPISI | X | | | | |
| MAYOR WILLIAM GALESE | X | | | | |