

**TOWNSHIP OF MEDFORD
ORDINANCE 2024-16**

**ORDINANCE ESTABLISHING CY2025 SALARY & WAGE RANGES FOR CERTAIN
EMPLOYEES OF THE TOWNSHIP OF MEDFORD**

IT IS ORDAINED AND ENACTED by the governing body of the Township of Medford, County of Burlington, and State of New Jersey, as follows:

All previously adopted Ordinances establishing all non-represented employees' and elected officials' salaries and compensation are hereby repealed except that Chapter 5 of the Code of the Township of Medford, as may be amended from time to time, shall be saved from repeal.

ARTICLE I. ESTABLISHMENT OF SALARIES & WAGES.

The following base salary or wage ranges are hereby established for the following positions within the Township of Medford:

A. Full Time Employees, Hourly Rates of Pay, Non-exempt:

<u>Title:</u>	<u>Minimum:</u>	<u>Maximum:</u>
Administrative Assistant I	\$20.00	\$33.00
Cashier	\$20.00	\$33.00
Records Clerk	\$20.00	\$33.00
Administrative Assistant II	\$22.00	\$35.00
Municipal Registrar	\$22.00	\$35.00
Planning & Zoning Assistant	\$22.00	\$35.00
Field Representative – Taxation	\$22.00	\$35.00
Deputy Court Administrator*	\$24.00	\$37.00
Deputy Municipal Clerk*	\$24.00	\$37.00
Deputy Tax Assessor*	\$24.00	\$37.00
Deputy Tax Collector*	\$24.00	\$37.00
Technical Assistant to Construction Official	\$24.00	\$37.00
Assistant Foreman	\$25.00	\$40.00
Assistant Zoning Officer	\$25.00	\$40.00
Office Manager	\$25.00	\$40.00
Payroll & Benefits Specialist	\$28.00	\$43.00
Fiscal Officer	\$30.00	\$45.00
Foreman	\$30.00	\$45.00
Sub-code Inspector	\$33.00	\$47.00
Compliance & Operations Officer	\$35.00	\$52.00

B. Part Time Employees, Hourly Rates of Pay, Non-exempt:

<u>Title:</u>	<u>Minimum:</u>	<u>Maximum:</u>
Crossing Guards	\$17.00	\$28.00
Seasonal Employees	\$17.00	\$28.00
Administrative Assistant I	\$20.00	\$33.00
Cashier	\$20.00	\$33.00
Emergency Medical Technician (EMT)	\$20.00	\$33.00
Records Clerk	\$20.00	\$33.00
SLEO Class I	\$20.00	\$33.00
Administrative Assistant II	\$22.00	\$35.00
Municipal Registrar	\$22.00	\$35.00
SLEO Class II	\$22.00	\$35.00
Violations Clerk	\$22.00	\$35.00
Temporary Court Personnel	\$22.00	\$40.00
Per Diem Employees	\$22.00	\$40.00
Deputy Court Administrator*	\$24.00	\$37.00
Police Instructors (Civilian)	\$24.00	\$37.00
Code Enforcement Official	\$27.00	\$45.00
SLEO Class III	\$30.00	\$45.00
Sub-code Inspector	\$33.00	\$47.00

C. Full Time Officials and Employees, Annual Salary, Exempt:

<u>Title:</u>	<u>Minimum:</u>	<u>Maximum:</u>
Executive Assistant	\$52,000	\$72,000
External Affairs Coordinator	\$55,000	\$75,000
Treasurer	\$55,000	\$75,000
Zoning Officer	\$55,000	\$80,000
Human Resources Coordinator	\$60,000	\$85,000
Municipal Court Administrator	\$60,000	\$85,000
Sub-code Official	\$65,000	\$105,000
Township Clerk	\$65,000	\$105,000
Tax Collector	\$65,000	\$105,000
Assistant Director of Public Works & Utilities	\$70,000	\$112,500
Construction Official	\$70,000	\$112,500
Tax Assessor	\$70,000	\$120,000
Director of Planning & Zoning	\$80,000	\$120,000
Director of Public Works & Utilities	\$80,000	\$120,000
Chief Financial Officer	\$80,000	\$130,000
Fire Chief	\$100,000	\$155,000
Police Chief	\$100,000	\$190,000

Township Manager	\$100,000	\$190,000
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D. Part Time Officials and Employees, Annualized Salary (Exempt):

<u>Title:</u>	<u>Minimum:</u>	<u>Maximum:</u>
Governing Body Member	\$4,900	\$5,500
Sub-code Official	\$2,000	\$20,000
Emergency Management Coordinator^	\$5,000	\$15,000
Qualified Purchasing Agent^	\$5,000	\$25,000
Chief Financial Officer	\$10,000	\$35,000
Open Space Coordinator^	\$10,000	\$35,000
Municipal Court Judge	\$25,000	\$45,000

E. Stipends:

<u>Role:</u>	<u>Minimum:</u>	<u>Maximum:</u>
Claims Coordinator^	\$1,000	\$3,000
Clean Communities Coordinator^	\$1,000	\$3,000
Municipal Alliance Coordinator^	\$1,000	\$3,000
Recycling Coordinator^	\$1,000	\$3,000
Safety Coordinator^	\$1,000	\$3,000
Land Use Recording Secretary^	\$4,000	\$5,000
Municipal Housing Liaison^	\$5,000	\$9,000

ARTICLE II. PAY RATE AND ADJUSTMENT RULES.

The Township Manager shall set salary, wage and stipend rates between the Minimum and Maximum allowable ranges.

For titles denoted with an asterisk (*), employees hired or promoted into such titles who possess State-issued credentials (MCA, RMC, Assessor’s certificate or Collector’s certificate) for the title may be paid at a rate \$2.00 per hour more than the minimum.

For positions denoted with a caret (^), the Township Manager shall have the discretion to apply all or a portion of a stipend or annualized salary to an employee’s base pay up to a maximum of \$5,000.

Employees promoted to a higher title shall receive the minimum pay for the new title or \$2.00 more per hour, whichever is higher.

ARTICLE III. REPEALER/INCONSISTENCY/EFFECTIVE DATE.

Any and all ordinances inconsistent with the provisions of this ordinance are, to the extent of such inconsistencies, hereby repealed.

If any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provisions so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective; and

This Ordinance shall take effect January 1, 2025 following passage and publication in accordance with applicable law.