

**VILLAGE OF RIDGEWOOD
ORDINANCE NO. 3971**

**AN ORDINANCE TO FIX SALARIES, WAGES, AND OTHER COMPENSATION OF
NON-UNION EMPLOYEES OF THE VILLAGE OF RIDGEWOOD, COUNTY OF
BERGEN AND STATE OF NEW JERSEY FOR THE YEAR 2024**

BE IT ORDAINED, by the Village Council of the Village of Ridgewood, County of Bergen and the State of New Jersey as follows:

Section 1. Salaries and wages, longevity payments or other compensation provided for by terms of this ordinance and schedule "A" attached hereto and made a part hereof, are hereby fixed for the non-union employees of the Village of Ridgewood at the respective rates and sums shown herein, effective for the year 2024. Salaries shall be effective for the year January 1.

January 1, 2024 – 1%

Section 2. All salaries, wages, longevity payments and other compensation shall be paid in bi-weekly or bi-monthly installments within the minimum and maximum amounts of the ranges determined herein and according to the conditions hereinafter set forth.

Section 3. – Performance Compensation
Employees included in this ordinance may be subject to annual evaluations and participation in the 2024 Performance Compensation Program. These employees together with the non-union officers shall be eligible for an average increase of 0% to 2.00%, based on a performance evaluation for 2024, effective January 1, 2024. The resulting performance compensation, if any, shall consist of an adjustment to the employee's base salary.

Section 4. Longevity payments shall be made only to full-time employees hired prior to November 1, 2002, in addition to the salaries, which are within the range as shown in Schedule "A" of this ordinance. All full-time employee longevity payments shall be a percentage of base salary. For the purposes of this provision, base salary shall mean the highest salary to which an employee is or may be entitled to, excluding however, any previous longevity increment.

Longevity increments shall be determined as follows:

<u>Years of Service</u>	<u>Entitlement</u>
1 through 4	0%
5 through 8	2%
9 through 12	4%
13 through 16	6%
17 through 20	8%
21 through termination	10%

Longevity payments shall be earned and payable as of the anniversary date of hire.

Section 5. Pension fund contributions shall be made by the Village of Ridgewood on behalf of any employee who may be eligible for enrollment in the system. Such contributions shall be determined for each employee using the method prescribed by law.

Section 6. Annual vacation leave with pay shall be earned, for all full-time employees, in accordance with the following schedule:

<u>Years of Service</u>	<u>Annual Leave</u>
First	One day per month
2 through 5	12
6 through 10	13
11 through 15	16
16 and thereafter	16 plus one additional day for each year of service beyond 16

The maximum number of days that may be earned in any one year shall be 30 days, regardless of the number of years of service. Employees who do not use all of their vacation allowance may add their unused days to their allowance for the following year. However, if these days are not used in the second year, they will be forfeited. Upon employment separation from the Village, the current year's vacation entitlement will be pro-rated to the date of separation.

Section 7. The annual sick leave entitlement shall be set at 15 days for all full-time employees. In the first year of employment, sick leave shall be earned at a rate of one and one-quarter days for each month of service. Unused sick leave days may be carried from year-to-year.

Section 8. Terminal Leave

Employees hired prior to July 1, 2007 shall be entitled to terminal leave upon retirement. Employees hired prior to January 1, 2005 shall be entitled to either one-half of his or her accumulated sick leave, or six (6) months salary, whichever is the lesser. Non-union employees hired after January 1, 2005 shall be entitled to either one-half of his or her accumulated sick leave, or three (3) months salary, whichever is the lesser. Employees hired under the provisions of this ordinance after July 1, 2007 shall not be entitled to terminal leave payout upon retirement. Employees of the Village of Ridgewood as of July 1, 2007 who are subsequently promoted to a position under the provisions of this ordinance shall retain credit for the accumulated sick leave that was earned in their prior position(s). No additional time will accumulate to these employees for the purpose of terminal leave payout at retirement.

Section 9. Health Benefits Contribution

Effective May 21, 2010, the State mandated contribution for health benefits pursuant to Chapter 2 P.L. 2010 is implemented. All other provisions stated herein will remain the same.

Section 10. This ordinance shall take effect immediately upon adoption and publication as required by law.

**NON-UNION EMPLOYEES
SCHEDULE "A" SALARY RANGES
2024**

	<u>Minimum</u> <u>Salary</u>	<u>hr/wk/da</u>	<u>Maximum</u> <u>Salary</u>	<u>hr/wk/da</u>
Village Council				
Mayor	\$ -	\$ -	\$ 5,000.00	\$ -
Council Members			3,000.00	
TV Technicians Part-time				20.65hr
Village Manager Office				
Assistant to the Village Manager	62,110.86		98,611.76	
Administrative Clerk	57,343.38		95,510.48	
Senior Bus driver		17.85 hr		23.42hr
Village Clerk Office				
Deputy Village Clerk-	52,330.08		93,600.00	
Municipal Court Judge				
		-	35,740.64	
Assessor				
Assistant Assessor	58,275.66		94,158.48	
Taxes				
Assistant Tax Collector	61,200.00		93,669.68	
Engineering				
Engineering Aide Part-time		15.13 hr		16.76hr
Information Technology Systems				
Network Administrator I	61,200.00		93,669.68	
Data Processing Technician	55,190.16		76,106.16	
Emergency Management Services				
Emergency Medical Technicians part-time:				
1 st year				22.56hr
2 nd year				23.76hr
3 rd year				24.51hr

**NON-UNION EMPLOYEES
SCHEDULE "A" SALARY RANGES
2024**

	<u>Minimum</u> <u>Salary</u>	<u>hr/wk/da</u>	<u>Maximum</u> <u>Salary</u>	<u>hr/wk/da</u>
Graydon Pool (Seasonal)				
Pool Manager	\$ -	\$ 800.00 wk	\$ -	\$ 1,285.44wk
Assistant Pool Manager		600.00 wk		1,002.62wk
Clerk		15.13 hr		21.42hr
Head Lifeguard		15.13 hr		28.00hr
Lifeguard		15.13 hr		25.00hr
Aquatic Staff		100.00 wk		642.72wk
Program Instructor		25.00 hr		68.88hr
Pool Laborers		15.13 hr		25.71hr
Pool Attendant		15.13 hr		21.42hr
Community Center				
Security Attendant		15.13 hr		20.68hr
Program Instructor		25.00 hr		68.88hr
Project Pride				
Laborer		15.13 hr		25.00hr
Water Utility				
Senior Engineer	76,500.00		131,137.76	
Environmental Engineer I	65,267.76		91,336.96	
Engineer	65,267.76		100,719.84	
Administrative Clerk	57,343.38		95,510.48	
Data Processing Programmer/Systems Analyst	55,190.16		76,106.16	
Municipal Court				
Deputy Court Administrator	52,020.00		77,628.72	
Fire Department				
Fire Department Specialist Part-time		26.01 hr		31.62hr
Fire Protection Inspector Part-time		36.41 hr		44.27hr
Police Department				
Parking Enforcement Officer	34,557.60		54,386.80	
Parking Enforcement Officer Part-time		18.34 hr		22.92hr
Key Boarding Clerk 1	43,780.80		62,539.00	
Key Boarding Clerk 2	50,273.00		66,321.00	
Administrative Clerk Typist	50,715.42		73,997.04	
Confidential Assistant	53,504.00		73,931.00	

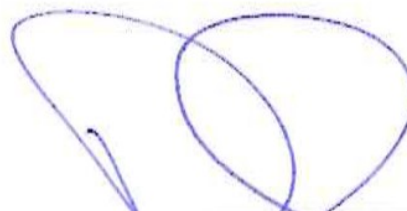
**NON-UNION EMPLOYEES
SCHEDULE "A" SALARY RANGES
2024**

	<u>Minimum</u>		<u>Maximum</u>	
	<u>Salary</u>	<u>hr/wk/da</u>	<u>Salary</u>	<u>hr/wk/da</u>
Building Inspections				
Plumbing Subcode Official Part-time	\$ -	\$ 26.01 hr	\$ -	\$ 51.86 hr
Electrical Subcode Official part-time		26.01 hr		58.69hr
Electrical Inspector Part-time		32.54 hr		45.72hr
Building Inspector Part-time		27.53 hr		44.63hr
Plumbing Inspector Part-time		29.75 hr		45.05hr
Health Department				
Canvasser Part-Time		13.00 hr		16.07hr
Animal Control Officer/ Property Maintenance	42,874.68		78,990.08	
Recreation (Seasonal)				
Camp Director		18.00 hr		30.00hr
Assistant Camp Director		20.00 hr		23.57hr
Arts and Crafts Director		16.00 hr		22.97hr
Camp Counselor		15.13 hr		21.00hr
Camp Bus Counselor (addition to Counselor pay)		10.00 da		16.07da
Head Camp Counselor		15.13 hr		22.00hr
Clerical Assistant		15.13 hr		19.28hr
Program Instructor		25.00 hr		68.88hr
Grade Administrator		18.00 hr		25.71hr
Recreation Attendant		15.13 hr		19.28hr
Parks (Seasonal)				
Laborer		15.13 hr		26.78hr

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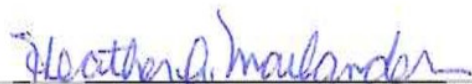
FOR AFFIRMANCE: Councilmembers: Reynolds, Weitz, Winograd
and Mayor Vagianos

NAYS: NONE
ABSENT: Councilmember Perron
ABSTAIN: NONE
RECUSE: NONE
Introduction Date: October 11, 2023
Adoption Date: November 8, 2023
Effective Date: November 28, 2023



Paul Vagianos, Mayor

ATTEST:



Heather A. Mailander
Village Clerk