

Ordinance No. 2024-#05

AN ORDINANCE AMENDING ORDINANCE NO. 2023-#11, FIXING THE COMPENSATION, SALARIES AND WAGES OF OFFICIALS AND EMPLOYEES OF THE BOROUGH OF WALDWICK

BE IT ORDAINED by the Mayor and Council of the Borough of Waldwick, in the County of Bergen and State of New Jersey, as follows:

ARTICLE I

Mayor and Council

Section 1. Annual Salary for Mayor: payment periods.

A salary of Two Thousand Five Hundred Dollars (\$2,500) per year, payable in equal quarterly installments with the first payroll in March, June, September and last payroll in November shall be paid to the Mayor of the Borough of Waldwick.

Section 2. Annual Salary for Members of Council: payment periods.

A salary of Two Thousand Dollars (\$2,000) per year, payable in equal quarterly installments with the first payroll in March, June, September and last payroll in November shall be paid to each member of Council of the Borough of Waldwick.

ARTICLE II

Officials and Employees

Section 1. Compensation for Borough Attorney, Prosecutor, Public Defender, Engineer and Auditor.

The compensation to be paid to the Borough Attorney, Prosecutor, Public Defender, Borough Engineer and the Borough Auditor shall be fees, which shall be paid upon presentation of vouchers properly sworn or certified to as required by law. The official position is without salary.

Section 2. Annual salaries for other officials and employees.

For the purpose of fixing salary ranges, the annual salary ranges for certain positions in the Borough are as follows: payable in 24 installments, starting January 1, 2024 except as otherwise noted.

POSITION TITLE	SALARY RANGE	
	MINIMUM	MAXIMUM
<u>(1) ADMINISTRATIVE & EXECUTIVE</u>		
ADMINISTRATOR/DEPT. HEAD	\$120,000	\$175,000
MUNICIPAL CLERK	\$83,000	\$115,000

GRANTS/DEPT. HEAD	\$50,000	\$76,000
BLDG. MAINT. WORKER	\$37,000	\$50,000
CLERK 1	\$40,000	\$70,000

The salary for Assessment Search Officer of \$1,000 is made a part of the salary of the Borough Clerk.

(2) FINANCIAL ADMINISTRATION

CHIEF FINANCIAL OFFICER/ TAX COLLECTOR	\$110,000	\$175,000
KEYBOARDING CLERK I	\$40,000	\$70,000

The Salary listed for the Chief Financial Officer shall include the duties of Tax Collector, Tax Search Officer and Supervisor of Accounts in the Water Utility.

(3) ASSESSMENT OF TAXES

TAX ASSESSOR	\$25,000	\$40,000
--------------	----------	----------

(4) COLLECTOR OF TAXES

KEYBOARDING CLERK I	\$40,000	\$70,000
---------------------	----------	----------

(5) MUNICIPAL COURT

JUDGE	\$12,000	\$22,000
-------	----------	----------

(6) PLANNING BOARD

SECRETARY BOARD/COMMISSION	\$8,500	\$12,000
----------------------------	---------	----------

(7) BOARD OF ADJUSTMENT

SECRETARY BOARD/COMMISSION	\$8,500	\$12,000
----------------------------	---------	----------

POSITION TITLE

SALARY RANGE
MINIMUM MAXIMUM

(8) FIRE DEPARTMENT

CHIEF		\$ 2,800
FIRST ASST. CHIEF		\$ 900
SECOND ASST. CHIEF		\$ 900
CAPTAIN		\$ 650
LIEUTENANT		\$ 475
SECRETARY	\$300	\$ 500
TREASURER		\$ 100

VICE PRESIDENT	\$ 100
PRESIDENT	\$ 300

Salary of the Fire Chief shall be payable in semiannual installments payable with the first payroll in June and last payroll in November. The salaries of all other Fire Department officers shall be payable with the last payroll in November.

(9) POLICE DEPARTMENT

CHIEF	\$160,000	\$200,000
PUBL SFTY TELCMMCTR TRNE	\$35,000	\$40,000
PUBL SFTY TELCMMCTR	\$35,000	\$40,000
SCHOOL TRAFFIC GUARDS	\$9,000	\$12,000

Public Safety Telecommunicator's and Public Safety Telecommunicator Trainee's holding an EMT certification shall receive \$1,500 in compensation above their annual salary.

(10) BUILDING DEPT.

CD ENF OFCR/CONST OFCL/ZNG OFCR	\$80,000	\$125,000
PLUMBING SUB-CODE	\$10,000	\$18,000
ELECTRICAL SUB-CODE	\$10,000	\$18,000
FIRE SUB-CODE	\$10,000	\$18,000
CLERK-TRANSCRIBER	\$40,000	\$70,000

The salary for Construction Code Official includes a \$2,000 stipend for acting as a Plumbing Sub-Code Official in the absence of Plumbing Sub-Code Inspector.

POSITION TITLE	SALARY RANGE	
	MINIMUM	MAXIMUM
<u>(11) RECREATION</u>		
POOL OPERATOR – SEASONAL	\$11,000	\$17,000
SWIM TEAM COACH - SEASONAL	\$1,000	\$2,500
SWIM LESSON INSTRUCTORS	STUDENT/SESSION	\$15.00
<u>(12) WATER DEPARTMENT</u>		
KEYBOARDING CLERK 1	\$40,000	\$70,000
<u>(13) ROAD DEPARTMENT</u>		
PUBLIC WORKS SUPERINTENDENT	\$100,000	\$130,000

Public Work's Superintendent's serving as the Licensed Operator of the Borough of the Waldwick Water System or Sewer System shall receive \$7,500 in compensation for each position, above their annual salary.

Section 3. Persons employed by the Borough on a temporary or part-time basis shall be paid at an hourly rate at or within the range of the minimum and maximum amount set for the position title below, payable semi-monthly.

PART-TIME TITLES	MINIMUM	MAXIMUM
SCHOOL TRAFFIC GUARDS	\$19.00	\$26.75
CLERK-TRANSCRIBER/TYPIST	\$15.00	\$30.00
CLERK 1	\$15.00	\$30.00
CLERK 1 (RECREATION)	\$15.00	\$30.00
ACCT CLK TYPG BI SP/ENG	\$15.00	\$25.00
EMERGENCY TEMPORARY HELP	\$15.00	\$40.00
TELECOM. OPERATOR	\$20.00	30.00
INSPECTORS BLDG DEPT	\$25.00	\$50.00
COURT ADMINISTRATOR	\$35.00	\$65.00
SUBSTITUTE JUDGE (PER SESSION)		\$250.00
HEAD LIFEGUARD	\$15.00	\$20.00
SENIOR LIFEGUARD	\$15.00	\$18.00
LIFEGUARD	\$15.00	\$18.00
FIRE OFFICIAL	\$25.00	\$40.00
FIRE INSPECTOR	\$25.00	\$35.00
FIRE CLERK TRANSCRIBER	\$1,000.00	\$1,500.00

Section 4. Overtime and Recall

- A. Employees shall be paid overtime by practice or policy as has been or hereafter may be determined by the Mayor and Council.

- B. Overtime payments shall be included and paid as part of the next full pay period of the Borough after said services are performed and the payment is approved by the appropriate department head.

Section 5. Hourly rates

An employee's regular hourly rate of pay shall be calculated by dividing such employee's annual salary by the number of hours in his regular work year.

Section 6. Travel Allowance - The following employees shall receive on an annual basis travel allowance in the amounts specified below.

Borough Administrator	\$800
Borough Clerk	\$200
Grants Administrator	\$200
Building Maint. Worker	\$800
Construction Code Official	\$800
Chief Financial Officer	\$400
Water Agent	\$400

Section 7. Cell Phone Allowance - The following employees shall receive on an annual basis cell phone allowance in the amounts specified below.

Borough Administrator	\$240
Construction Code Official	\$240

Section 8. Repealer

All other ordinances or parts of ordinances inconsistent herewith are hereby repealed.

INTRODUCED: March 12, 2024

ADOPTED: March 26, 2024

Attest: _____
Kelley Halewicz, RMC/CMC
Municipal Clerk

Thomas A. Giordano, Mayor