

MAURICE RIVER TOWNSHIP

ORDINANCE NO. 631

AN ORDINANCE FIXING SALARIES AND COMPENSATION OF CERTAIN OFFICERS AND EMPLOYEES OF MAURICE RIVER TOWNSHIP, CUMBERLAND COUNTY, NEW JERSEY.

BE IT ORDAINED by the Township Committee of Maurice River Township that:

1. A. The annual salary of the following designated officers and employees shall be paid every other week at a sum equal to the annual salary divided by the number of pay periods in the calendar year:

<u>OFFICE</u>	<u>SALARY RANGE FOR YEAR 2014</u>	
Township/Municipal Clerk	15,886.00	- 46,774.00
Deputy Municipal Clerk	5,200.00	- 15,574.00
Chief Financial Officer	7,969.00	- 20,800.00
Tax Assessor	14,339.00	- 18,278.00
Tax Collector	18,330.00	- 36,231.00
Township Committee Member		10,933.00
Township Committee Member designated Chairman		11,648.00
Judge of Municipal Court	12,142.00	- 24,050.00
Municipal Court Administrator	17,394.00	- 36,348.00
Deputy Municipal Court Administrator	1,898.00	- 2,080.00
Municipal Prosecutor		12,064.00
Construction Official/Zoning Officer	8,125.00	- 51,636.00
Construction Official	7,943.00	- 25,987.00
Housing/Zoning Officer	7,098.00	- 14,027.00
Electrical Subcode Official	5,876.00	- 7,852.00
Plumbing Subcode Official	1,300.00	- 5,070.00
Fire Protection Subcode Official	1,404.00	- 3,848.00
Fire Official	1,339.00	- 3,068.00
Municipal Emergency Management Coordinator		2,639.00
Deputy Municipal Emergency Management Coordinator #1		1,872.00
Deputy Municipal Emergency Management Coordinator #2		1,872.00
Certified Public Works Manager		1,300.00
Building Maintenance Worker/Groundskeeper		7,761.00
Building Service Worker	3,458.00	- 6,019.00
Land Use Board Secretary	7,540.00	- 16,146.00

1. B. The annual salary of the following designated officers and employees shall be paid every other week at a sum equal to the annual salary divided by the number of pay periods in the calendar year:

Title 10 Municipal Court Administrator, Schedule A 42,302.00

Municipal Court Administrator, Schedule B	17,394.00	-	36,348.00
Supervisor of Senior Citizen Activities	21,424.00		32,656.00

2. A. The wages of the following designated employees, paid on an hourly basis, shall be paid every other week for a total of 26 pay periods in the calendar year:

TITLE	Rate Range	Maximum Hourly Rate
Title per Council 18 Schedule A		
Title 1 Clerk/Clerk Typist/Account Clerk		20.41
Title 1P Senior	20.94 -	21.96
Title 1P Principal Clerk	22.39 -	23.25
Title 2 Senior Clerk		22.02
Title 2 P Principal Clerk	22.44 -	23.30
Title 3 Principal Clerk		23.35
Title 4 Principal Clerk		23.40
TITLE	Rate Range	Maximum Hourly Rate
Title per Council 18 Schedule A		
Title 5 Deputy Municipal Clerk		24.71
Title 6 Supervisor, Road Department or Public Works	27.12 -	29.74
Title 7 Heavy Equipment Operator		25.30
Title 7P Supervisor, Road Department or Public Works	27.05 -	29.64
Title 8 Truck Driver		24.57
Title 8P Heavy Equipment Operator		25.25
Title 8P Supervisor, Road Department or Public Works	27.01 -	29.58
Title 9 Senior Citizens Program Aide		17.62
Titles Per Council 18 Schedule B		
Supervisor, Public Works	18.86 -	29.19
Supervisor, Road Department	17.64 -	26.79
Heavy Equipment Operator	12.78 -	24.85
Truck Driver	11.25 -	24.20
Laborer	9.74 -	18.99
Clerk	10.95 -	19.96
Senior Clerk	12.47 -	21.53
Principal Clerk	14.00 -	22.80
Clerk Typist	10.95 -	19.96
Senior Clerk Typist	12.47 -	21.53
Principal Clerk Typist	14.00 -	22.80
Account Clerk	10.95 -	19.96
Senior Account Clerk	12.47 -	21.53
Principal Account Clerk	14.00 -	22.80
Senior Citizens Program Aide	8.70 -	14.84
Deputy Municipal Clerk	10.95 -	24.15

Part-time/Seasonal/Temporary Titles:

Deputy Municipal Court Administrator	10.95	-	18.83
Building Service Worker/Groundskeeper	8.16	-	12.24
Clerical	8.16	-	12.24

2. B. The wages of the following designated employee shall be paid every other week for a total of 26 pay periods for approved hours as follows:

Municipal Court Attendant	\$13.05	-	\$22.17
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3. A. Hourly employees will be compensated at the rate of time and one-half for all authorized overtime hours accrued in excess of normal hours of established workweek.
3. B. Hourly employees shall be compensated at the rate of double-time for work on holidays plus the regular rate of pay for the holiday.
3. C. Hourly employees shall be compensated at the rate of double-time for work on Sundays.
3. D. Hourly employees shall be compensated for a minimum two-hour call in time payable at time and one-half. When called in for a snow storm emergency or any other bonafide emergency, said employee shall receive a minimum four (4) hours pay at time and one-half. For purposes of this paragraph "emergencies" shall not include attendance at meetings or returning to work place for routine matters. The Township Committee shall reserve the right to limit the number of employees who are called in for said emergencies.
4. The annual vacation schedule of Township employees designated in paragraphs 1. B. and 2. A. of this Ordinance, whose normal workweek is twenty-five (25) hours or more, and in respect to employee date of hire, shall be in accordance with the provisions of the contract between Cumberland Council #18 and Maurice River Township.

Employee's vacation leave is not cumulative and must be taken within the year earned. Where in any calendar year an employee's vacation or any part thereof is not utilized, upon approval of the Governing Body, the vacation entitlement will accumulate and shall be utilized during the next succeeding calendar year only. Any carry-over vacation time must be used by December 31 of the succeeding year or it shall be considered forfeited.

5. Sick and personal leave apply only to those employees whose normal work week is twenty-five (25) hours or more per week and shall be granted in accordance with the provisions of the contract between Cumberland Council #18 and Maurice River Township.
6. Vacation and sick leave for part-time employees shall be prorated per the Leave Entitlement Schedule delineated in N.J.A.C. 4A:3-3.8.
7. All employees designated in paragraphs 1. B. and 2. A. of this Ordinance shall receive Holiday Leave in accordance with the provisions of the contract between Cumberland Council #18 and

Maurice River Township.

8. All employees designated in paragraphs 1. B. and 2. A. of this Ordinance shall be granted a leave of absence with pay not to exceed three (3) consecutive days due to the death of a member of their household or member of their immediate family. Immediate family is defined as mother, father, spouse, mother-in-law, father-in-law, brother, sister, child, grandfather, grandmother, grandchild, son-in-law or daughter-in-law.
9. All employees designated in paragraphs 1.B. and 2.A. of this Ordinance whose normal work week is twenty-five (25) hours or more will be granted three (3) personal leave days, with pay, during a year.
10. Upon full retirement after a minimum of ten (10) years of service and a minimum age of fifty-five (55) years, full time employees will be paid 100% of their unused accumulated sick time up to the maximum of \$9,000.00, or upon death the money will be paid to their estate.
11. An employee shall receive time off without loss of pay when performing jury duty, upon proof of attendance of same.

The aforesaid salaries, rates and policies shall be in effect retroactive to January 1, 2014 for all employees on the payroll at the time of final adoption of this Ordinance. This Ordinance shall take effect upon its passage and publication and in accordance with the provisions of NJSA 40A:9-165. Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed.

Linda L. Costello
Acting Municipal Clerk

First Reading	<u>April 17, 2014</u>
Publication	<u>May 2, 2014</u>
Public Hearing	<u>May 15, 2014</u>
Adoption	<u>May 15, 2014</u>
Publication of Notice of Adoption	<u>May 21, 2014</u>