

MAURICE RIVER TOWNSHIP

ORDINANCE NO. 666

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:

OFFICE	SALARY RANGE FOR YEAR 2018	
Township/Municipal Clerk	17,450.00	- 51,378.00
Deputy Municipal Clerk	5,463.00	- 17,107.00
Chief Financial Officer	8,754.00	- 22,848.00
Tax Assessor	15,683.00	- 20,078.00
Tax Collector	15,683.00	- 39,798.00
Township Committee Member		10,933.00
Township Committee Member designated Chairman		11,648.00
Judge of Municipal Court	13,337.00	- 26,417.00
Municipal Court Administrator	19,121.00	- 39,927.00
Deputy Municipal Court Administrator	2,085.00	- 2,285.00
Construction Official/Zoning Officer	8,925.00	- 58,327.00
Construction Official	8,726.00	- 28,545.00
Housing/Zoning Officer	7,797.00	- 15,409.00
Electrical Subcode Official	6,322.00	- 8,624.00
Plumbing Subcode Official	1,429.00	- 5,570.00
Fire Protection Subcode Official	1,543.00	- 4,227.00
Fire Official	1,472.00	- 3,370.00
Municipal Emergency Management Coordinator	2,841.00	- 2,897.00
Deputy Municipal Emergency Management Coordinator #1	2,015.00	- 2,056.00
Deputy Municipal Emergency Management Coordinator #2	2,015.00	- 2,056.00
Certified Public Works Manager	1,400.00	- 1,429.00
Building Maintenance Worker/Groundskeeper	8,358.00	- 8,526.00
Building Service Worker	3,798.00	- 6,612.00
Land Use Board Secretary	8,283.00	- 17,736.00

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:

Municipal Court Administrator, Schedule B	19,121.00	-	39,937.00
Supervisor of Senior Citizen Activities	23,546.00	-	35,866.00

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 per Council 18 Schedule A	Rate Range	Maximum Hourly Rate
Title 1P Senior		24.12
Title 1P Principal Clerk	25.07	- 25.54
Title 2 Senior Clerk		24.19
Title 8 Truck Driver		26.98
Title 8P Supervisor, Road Department or Public Works		32.49

Titles Per Council 18 Schedule B	Rate Range	Maximum Hourly Rate
Supervisor, Road Dept. with Public Works Credentials	20.72 -	32.06
Supervisor, Road Dept. without Public Works Credentials	19.37 -	29.43
Heavy Equipment Operator	14.03 -	27.30
Truck Driver	12.35 -	26.59
Laborer	10.69 -	20.86
Clerk	12.02 -	21.92
Senior Clerk	13.70 -	23.65
Principal Clerk	15.39 -	25.05
Clerk Typist	12.02 -	21.92
Senior Clerk Typist	13.70 -	23.65
Principal Clerk Typist	15.39 -	25.05
Account Clerk	12.02 -	21.92
Senior Account Clerk	13.70 -	23.65
Principal Account Clerk	15.39 -	25.05
Senior Citizens Program Aide	9.56 -	16.30
Deputy Municipal Clerk	12.02 -	26.53
Deputy Municipal Court Administrator, Hourly	12.02 -	20.68

Part-time/Seasonal/Temporary Titles (Non-Union):

Deputy Municipal Court Administrator	11.50 -	19.78
Maintenance Worker 1 Grounds	10.69 -	20.86
Clerical	12.02 -	25.00
Municipal Court Attendant	14.05 -	23.87

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 whether a thirty-five (35) or a forty (40) hour week employee. When called in for a snow storm emergency or any other bona fide 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.
3. E. Hourly employees on the Call-in List for burglary/fire alarm at the Township Building would be paid a minimum of 2 hours if the employee is called in to respond to an alarm at the Township Hall.
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 effective from January 1, 2018 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.

Patricia Gross, Mayor

ATTEST:

J. Roy Oliver, Deputy Mayor

Denise Peterson, Municipal Clerk

Kenneth Whildin, Committeeman

First Reading	<u>November 16, 2017</u>
Publication	<u>November 22, 2017</u>
Public Hearing	_____
Adoption	_____
Publication of Notice of Adoption	_____