

ORDINANCE 2020-04

AN ORDINANCE FIXING THE SALARY AND OTHER BENEFITS OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWN OF HACKETTSTOWN FOR 2020

BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF HACKETTSTOWN, STATE OF NEW JERSEY AS FOLLOWS:

1 The annual salaries, wages or compensation ranges of the following officers and employees, to be paid semi-annually, shall be respectively as follows:

Mayor	\$ 3,000.00	to	\$ 8,000.00	per year
Council Persons (6)	\$ 3,000.00	to	\$ 8,000.00	per year
Fire Chief	\$ 3,000.00	to	\$ 8,000.00	per year
Deputy Fire Chief	\$ 2,000.00	to	\$ 7,000.00	per year
1st Assistant Fire Chief	\$ 1,500.00	to	\$ 6,000.00	per year
2nd Assistant Fire Chief	\$ 1,000.00	to	\$ 5,000.00	per year
Emergency Management Coordinator	\$ 1,500.00	to	\$ 8,000.00	per year
Emergency Management Deputy	\$ 500.00	to	\$ 4,000.00	per year
Recycling Coordinator	\$ 1,000.00	to	\$ 5,000.00	per year

2 The annual salaries, wages or compensation of officers or employees currently employed to be paid semi-monthly on the 15th and 30th day of each month, shall be respectively as follows:

Construction/Subcode Official and Building Subcode official	\$30,000.00	to	\$ 80,000.00	per year
Zoning Officer	\$20,000.00	to	\$ 60,000.00	per year
Zoning Officer (rental regulations duties)	\$ 1,000.00	to	\$ 4,000.00	per year
Assistant Zoning Officer	\$ 15.00	to	\$ 30.00	per hour
Floodplain Administrator	\$ 1,000.00	to	\$ 6,000.00	per year
Plumbing Subcode Official	\$10,000.00	to	\$ 25,000.00	per year

Electrical Subcode Official	\$ 20.00	to	\$ 60.00	per hour
Code Enforcement Official	\$ 20.00	to	\$ 60.00	per hour
Fire Subcode Official	\$ 3,000.00	to	\$ 12,000.00	per year
Fire Subcode Inspector	\$ 3,000.00	to	\$ 12,000.00	per year
Construction Code Control Person	\$22,000.00	to	\$ 60,000.00	per year
Construction Code Control Person (part time or fill-in)	\$ 11.00	to	\$ 25.00	per hour
Land Use Clerk	\$ 5,000.00	to	\$ 30,000.00	per year
Board of Health:				
Secretary	\$ 1,500.00	to	\$ 5,000.00	per year
Registrar of Vital Statistics	\$ 5,000.00	to	\$ 15,000.00	per year
Deputy Registrar of Vital Statistics	\$ 1,500.00	to	\$ 5,000.00	per year
Alternate Deputy Registrar of Vital Statistics	\$ 500.00	to	\$ 5,000.00	per year
Animal Warden	\$ 6,000.00	to	\$ 15,000.00	per year
Deputy Animal Warden	\$ 1,000.00	to	\$ 5,000.00	per year
Deputy Animal Warden (if paid per callout)	\$ 25.00		\$ 100.00	per callout
Tax Assessor	\$20,000.00	to	\$ 45,000.00	per year
Deputy Tax Assessor	\$15,000.00	to	\$ 25,000.00	per year
Tax Assessor's Assistant	\$ 11.00	to	\$ 30.00	per hour
Certified property owner list preparation clerk	\$ 300.00	to	\$ 1,000.00	per year
Tax Collector/Tax Search Officer	\$25,000.00	to	\$ 80,000.00	per year
Town Clerk/Administrator	\$60,000.00	to	\$150,000.00	per year
Deputy Town Clerk	\$ 2,000.00	to	\$ 8,000.00	per year

Assessment Search Officer	\$ 2,000.00	to	\$ 8,000.00	per year
Administrative Office Secretary (full time)	\$25,000.00	to	\$ 65,000.00	per year
Part Time or Temporary Office Assistant	\$ 11.00	to	\$ 25.00	per hour
Chief Financial Officer	\$60,000.00	to	\$150,000.00	per year
Finance Department Assistant	\$25,000.00	to	\$ 75,000.00	per year
Qualified Purchasing Agent	\$ 1,000.00	to	\$ 15,000.00	per year
Municipal Court Judge	\$15,000.00	to	\$ 50,000.00	per year
Municipal Court Administrator	\$25,000.00	to	\$ 75,000.00	per year
Acting Part Time Court Administrator	\$ 20.00	to	\$ 40.00	per hour
Deputy Court Administrator (full time)	\$25,000.00	to	\$ 60,000.00	per year
Deputy Court Administrator (part time)	\$ 11.00	to	\$ 25.00	per hour
Court recorder (part time)	\$ 11.00	to	\$ 25.00	per hour
Court Guard	\$ 100.00	to	\$ 200.00	per court session

Callouts for Municipal Court Administrator and Deputy Court Administrator during nonworking and noncourt hours at \$30.00 per callout if handled from home, and \$50.00 per callout if travel to municipal building is required

Municipal Court Public Defender	\$ 250.00	to	\$ 500.00	per court session
Police Chief	\$65,000.00	to	\$160,000.00	per year

The Police Chief shall be entitled to the same benefits as set forth in Article X through Article XXI in the Agreement between the Town of Hackettstown, Warren County, New Jersey and Hackettstown-Mansfield PBA 369 (local unit) covering the period January 1, 2019 through December 31, 2021 or the equivalent sections of any subsequent agreements.

Police Department Secretary	\$25,000.00	to	\$ 65,000.00	per year
Police Clerk (part time)	\$ 11.00	to	\$ 25.00	per hour

Police Matron	\$ 15.00		\$ 45.00	per hour
Crossing Guard	\$ 11.00	to	\$ 25.00	per hour
Special Police Officer Class II	\$ 11.00	to	\$ 50.00	per hour

All other regular full-time officers are to be paid in accordance with the collective bargaining agreement between the Town and PBA establishing police salary and wages.

Historic Preservation Commission Clerk	\$ 400.00	to	\$ 2,500.00	per year
Historic Preservation Commission Secretary	\$ 400.00	to	\$ 2,500.00	per year
Data Processing Systems Coordinator	\$ 1,500.00	to	\$ 7,500.00	per year
Fire Official (salaried)	\$10,000.00	to	\$ 30,000.00	per year
Fire Official (hourly)	\$15.00	to	\$50.00	per hour
Deputy Fire Official	\$ 15.00	to	\$ 30.00	per hour
Certified Fire Protection Inspector	\$ 12.00	to	\$ 25.00	per hour
Fire Prevention Specialist (part time)	\$ 1,000.00	to	\$ 10,000.00	per year
Rental Regulation Code Enforcement Officer (salaried)	\$ 4,000.00	to	\$ 40,000.00	per year
Rental Regulation Code Enforcement Officer (hourly)	\$15.00	to	\$30.00	per hour
ADA Coordinator	\$ 100.00	to	\$ 5,000.00	per year
COAH Liason Official	\$ 1,000.00	to	\$ 10,000.00	per year

DEPARTMENT OF PUBLIC WORKS

DPW Superintendent	\$60,000.00	to	\$130,000.00	per year
Assistant DPW Superintendent	\$40,000.00	to	\$ 80,000.00	per year
Laborer (part time)	\$ 11.00	to	\$ 25.00	per hour

Laborer Maintenance (part time)	\$	11.00	to	\$	25.00	per hour
Public Works Repairer and Laborer (full time)	\$	14.50	to	\$	45.00	per hour
Building Custodian	\$	11.00	to	\$	25.00	per hour
Recycling Attendant	\$	11.00	to	\$	25.00	per hour
Snow Plowing, non Town employees	\$	20.00	to	\$	50.00	per hour

Public Works repairers and laborers will receive a minimum of two hours pay per callout during non-working hours.

All DPW employees shall be entitled to two pairs of work safety shoes and one pair of prescription safety eyeglasses per year.

3 The salary of specific employees or officials shall be within the salary range approved herein and shall be established by a written resolution approved by the Mayor and Common Council.

4 The following sections shall apply to full-time employees and full time officials of the Town not covered by a separate negotiated contract. Full time employees and full time officials are defined as any employee or official working thirty-five (35) hours or more per week, excluding lunch hours.

VACATIONS, SICK LEAVE, EMERGENCY LEAVE, HOLIDAYS

Vacations, sick leave, emergency leave, personal days and holidays shall be granted in accordance with the "Employee Policy Manual" of the Town of Hackettstown, which is approved hereby and which is available for examination in the office of the Town Clerk.

HEALTH INSURANCE

Health Insurance and Dental Insurance shall be provided in accordance with the "Employee Policy Manual" of the Town of Hackettstown, which is approved hereby and which as available for examination in the office of the Town Clerk.

MOTOR VEHICLE USE

Use of employee's or official's private vehicle on municipal business shall be reimbursed at

the rate established by the Internal Revenue Service, subject to the approval by the appropriate Department head or by the Mayor. The construction/subcode/building subcode official, the plumbing subcode official, the fire subcode official and the electrical subcode officials will be entitled to a flat annual stipend of \$500 per year, but they will not be entitled to any other mileage reimbursement as contained herein.

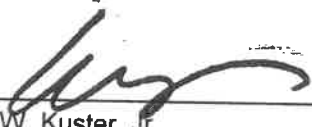
5 All other employees of a union recognized by the Town shall be paid in accordance with a separate negotiated contract.

6 The "Employee Policy Manual" of the Town of Hackettstown shall be used to interpret any questions or issues regarding the meaning of any section of this ordinance.

SECTION 2: This ordinance shall take effect upon the publication of notice of final adoption as provided by law.

NOTICE

Notice is hereby given that the aforesaid ordinance was introduced at a regular meeting of the Common Council of the Town of Hackettstown, New Jersey, held on April 23, 2020, and that a regular meeting of the same to be held on May 28, 2020 at the Municipal Building, 215 Stiger Street, Hackettstown, New Jersey, at the hour 7:00 o'clock in the evening, the said Common Council will consider the final passage of said ordinance.



William W. Kuster, Jr.
Town Clerk/Administrator