

# Ordinance

NO. 4-2017

## AMENDING THE 2017 SALARY AND WAGE ORDINANCE OF THE BOROUGH OF WESTVILLE

**AN ORDINANCE** to fix and establish salaries, wages and compensation of the various employees of the Borough of Westville, in the County of Gloucester, State of New Jersey and to provide the manner of payment thereof and repealing all ordinances and parts of ordinances inconsistent herewith.

**BE IT ENACTED** by the Mayor and Council of the Borough of Westville as follows: The payment of all salaries and wages required to be made under the provisions of this ordinance shall be on a bi-weekly basis except for the Municipal Alliance Coordinator who is paid on a quarterly basis.

The annual rate of compensation for the following employees, payable as hereinafter set forth, shall be:

| <u>OFFICE</u>                                 | <u>MINIMUM</u> | <u>MAXIMUM</u> |
|---|----------------|----------------|
| Borough Administrator                         | \$ 10,000      | \$ 90,000      |
| Borough Clerk                                 | 25,000         | 60,000         |
| Deputy Borough Clerk                          | 1              | 30,000         |
| Chief Financial Officer                       | 25,000         | 90,000         |
| Payroll Clerk                                 | 1              | 3,000          |
| Tax Collector                                 | 25,000         | 60,000         |
| Deputy Tax Collector                          | 1              | 30,000         |
| JIF Fund Commissioner                         | 1              | 10,000         |
| JIF Claims Coordinator                        | 1              | 10,000         |
| SJHIF Fund Commissioner                       | 1              | 10,000         |
| SJHIF Claims Coordinator                      | 1              | 10,000         |
| Tax Clerk                                     | 21,000         | 36,000         |
| Office Clerk                                  | 17,000         | 36,000         |
| Office Clerk - Part Time                      | 10.00/hr.      | 15.00/hr.      |
| Senior Office Clerk/Chief Water & Sewer Clerk | 21,000         | 36,000         |
| Secretary to Borough Clerk/CFO/Treasurer      | 24,000         | 40,000         |
| Emergency Management Coordinator              | 1              | 5,000          |
| Housing Property Maintenance Officer          | 5,000          | 36,000         |
| Code Enforcement Officer                      | 5,000          | 20,000         |
| Zoning Officer                                | 1              | 2,000          |
| Construction Official                         | 5,000          | 20,000         |
| Building Sub Code Official                    | 2,000          | 10,000         |
| Electrical Sub Code Official                  | 500            | 10,000         |
| Plumbing Sub Code Official                    | 1,500          | 8,000          |
| Purchasing Agent                              | 500            | 500            |
| Fire Sub Code Official                        | 500            | 5,000          |
| Municipal Court Magistrate                    | 10,000         | 30,000         |
| Municipal Court Administrator                 | 20,000         | 40,000         |
| Deputy Municipal Court Administrator          | 16,500         | 27,000         |
| Municipal Court Violations Clerk              | 11.00/hr.      | 12.00/hr.      |
| Prosecutor                                    | 9,000          | 15,000         |
| Public Defender                               | 272/session    | 300/session    |
| Land Use Board Secretary                      | 11.00/hr.      | 25.96/hr.      |
| Board of Health Secretary                     | 12.00/hr.      | 28.84/hr.      |
| Custodian of Municipal Buildings              | 8.44/hr.       | 12.00/hr.      |

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| <u>POLICE DEPARTMENT</u>       | <u>MINIMUM</u> | <u>MAXIMUM</u> |
|--------------------------------|----------------|----------------|
| Chief                          | \$ 50,000      | \$ 105,000     |
| Special Officer I              | 9.00/hr.       | 12.00/hr.      |
| Special Officer II             | 12.00/hr.      | 20.00/hr.      |
| Secretary to Chief             | 25,000         | 35,000         |
| Municipal Alliance Coordinator | 0              | 1,500/yr.      |
| School Crossing Guard          | 19.00/day      | 30.00/day      |
| Patrolman                      | 51,246         | 78,925         |
| Patrolman (modified hours)     | 19.00/hr.      | 19.00/hr.      |
| Lieutenant                     | 78,000         | 90,000         |
| Sergeant                       | 76,020         | 83,661         |

  

| <u>PUBLIC WORKS DEPARTMENT</u>           | <u>MINIMUM</u> | <u>MAXIMUM</u> |
|--|----------------|----------------|
| Certified Public Works Manager           | \$ 50,000      | \$ 70,000      |
| Water and Sewer Superintendent           | 50,000         | 70,000         |
| Assistant Superintendent of Public Works | 25,000         | 70,000         |
| Secretary to Public Works                | 21,000         | 37,330         |
| Bus Driver - part time                   | 10.00/hr.      | 18.00/hr.      |
| Summer Helpers - part time               | 8.44/hr.       | 15.00/hr.      |
| Special Services Laborer - part time     | 10.00/hr.      | 20.00/hr.      |
| Public Works Supervisor                  | 50,000         | 80,000         |
| Lab Manager                              | 40,000         | 61,000         |
| Assistant Licensed Operator              | 5,000          | 20,000         |
| Water Sewer Operator                     | 31,000         | 57,000         |
| Maintenance Mechanic                     | 30,000         | 55,000         |
| Utility Man                              | 31,000         | 52,000         |
| Laborer                                  | 24,000         | 30,000         |

Holidays shall be granted as provided by the revised statutes and approved for state and county employees except those Borough employees covered by separate labor contracts or agreements which shall prevail.

Annual increments may be granted by the Borough Council to full-time employees upon the satisfactory completion of the time required in grade and favorable recommendation of the proper supervisor or department.

Merit increases may be granted by the Borough Council to full-time or hourly employees upon favorable recommendation by the employee's supervisor or department head.

All salaries and wages established under this ordinance are payable from January 1, 2017 to persons employed as of the effective date of this ordinance.

All ordinances or parts of ordinance inconsistent with this Ordinance are hereby repealed.

**This Ordinance shall take effect immediately upon final passage and publication as required by law.**

*Introduced: April 10, 2017*

*Adopted: May 8, 2017*

**BOROUGH OF WESTVILLE**

**Russell W. Welsh, Jr.  
MAYOR**

**ATTEST:**

**Christine A. Helder  
CMC/MUNICIPAL CLERK**