

**Borough of Highlands  
Public Notice**

Please take notice that the following entitled Ordinance was adopted on final consideration at the meeting of the Mayor and Council of the Borough of Highlands held on Wednesday, June 15, 2011. Copies of the Ordinance are available free of charge in the office of the Borough Clerk located at 171 Bay Avenue, Highlands, N.J. between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday. Copies are also available on the Borough's website [www.highlandsnj.us](http://www.highlandsnj.us).

O-11-16

**AN ORDINANCE AMENDING ORDINANCE 0-11-4 ESTABLISHING SALARIES AND  
FIXING THE COMPENSATION OF  
CERTAIN BOROUGH EMPLOYEES OF THE BOROUGH OF HIGHLANDS FOR  
SFY 2011**

All additions shown in **bold with underlines**. The deletions are shown as ~~*strikeovers in bold italics*~~.

BE IT ORDAINED by the Mayor and Council of the Borough of Highlands, a municipal Corporation of the State of New Jersey;

Section 1. The annual salaries and compensation exclusive of longevity benefits of the officers and employees holding the offices or positions hereinafter described shall be shown on Schedule A, annexed hereto, for Fiscal Year 2011 (July 1, 2010 - June 30, 2011), payable semi-monthly unless herein described.

Except as provided by labor contract, all salary ranges shall constitute minimum and maximum to be determined by subsequent Resolution of the Mayor and Council within those limits.

Section 2. OTHER POSITIONS AND DUTIES

A. All other persons employed by the Borough not otherwise mentioned herein shall be paid at a rate to be fixed by a Resolution of the Mayor and Council.

B. Additional duties associated with the administration of grants awarded to the Borough may be compensated out of the proceeds of said grants at a rate to be fixed and determined by Resolution of the Mayor and Council.

Section 3. LONGEVITY BENEFITS.

There shall be no longevity benefit other than where the benefit is specifically mandated by agreement or contract.

Section 4. EFFECTIVE DATE:

The salaries and compensation set forth herein shall be effective and payable as of and after July 1, 2010 through June 30, 2011.

Section 5. REPEALED

All ordinances or parts of ordinances inconsistent with this ordinance are hereby superseded.

Section 6. IMPLEMENTATION

This ordinance shall take effect immediately upon its passage and publication in accordance with law.

All salaries listed below are rounded to within \$1.00 of a amount.

**1. POSITIONS OUTSIDE COLLECTIVE BARGAINING UNITS**

<b>DEPARTMENT OF ADMINISTRATION</b>		Minimum	Maximum
Mayor		\$3,000	
Council Members		\$2,500	
Municipal Administrator		\$83,600	
Municipal Clerk		\$51,957	
Assessment Searcher		\$3,000	
Registrar of Vital Statistics		\$500	
Deputy Municipal Clerk	Part Time	\$4,000	
Secretary, Planning Board		\$5,500	
Secretary, Zoning Board		\$5,500	
Secretary to Borough Administrator		\$1,000	
Emergency Management Coordinator		\$3,650	
<b>DEPARTMENT OF FINANCE</b>			
Chief Financial Officer	Part Time	\$64,581	
Tax Searcher		\$3,000	

Purchasing Agent	Part Time	\$7,000	
Cashier, Typist	Hourly	\$12.00	\$12.00

**MUNICIPAL COURT**

Judge of Municipal Court		\$16,302	
Municipal Prosecutor		\$15,246	
Public Defender		\$3,500	
Special Sessions (Per Session)			
Judge of Municipal Court		\$500	
Municipal Prosecutor		\$350	
Public Defender		\$350	
Court Administrator		\$300	
Deputy Court Administrator		\$200	

**POLICE**

Chief of Police		\$114,151	
Juvenile Officer		\$1,000	
Special Officer - Hourly			
Class I	Hourly	8.50	15.00
Class II	Hourly	\$15.00	\$22.50

**BUILDING AND HOUSING**

Fire Official	Part Time	\$23,400	
Fire Inspector	Hourly	\$10.00	\$15.00
Clerical Office Help	Hourly	Minimum Wage	\$12.00

**DEPARTMENT OF PUBLIC WORKS**

Acting Supervisor		\$2,500	
Sewer Operator License		\$3,500	
Recycling Coordinator	Part Time	\$2,000	
Laborer		\$10.00	\$12.00
Snow Removal Driver	Hourly	\$20.00	

**DEPARTMENT OF RECREATION**

Recreation Assistant		\$8.00	\$8.00
Recreation Aid		\$7.50	\$11.00
Recreation Leader		\$14.00	\$14.00
Summer Seasonal:			
Supervisor		\$16.50	\$18.00
Programmer		\$12.50	\$15.00
Recreation Aid		\$7.50	\$10.00
Summer Food:			
Food Preparation		\$7.25	\$8.00
Record Keeper		\$10.50	\$10.50
Director		\$15.25	\$15.25
Life Guards		\$7.50	\$17.00

**DEPARTMENTS NOT ESTABLISHED**

Clerical Office Help	Hourly	Minimum Wage	\$12.00
Seasonal Employees	Hourly	Minimum Wage	\$12.00

**2. UNITED FOOD AND COMMERCIAL WORKERS UNION**

**DEPARTMENT OF FINANCE**

Tax Assessor	Part Time	\$22,640	
Tax Collector	Part Time	\$27,067	

**BUILDING AND HOUSING**

Construction Code Official Including: Electrical Sub Code Official Flood Plain Review Officer	Part Time	\$26,000	
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Property Maintenance Officer	Part Time	\$15.00	<del>\$20.00</del> <b><u>\$20.8</u></b>
Zoning Officer	Part Time	\$10,400	

Code Enforcement Officer Including Landlord Reistration Official Building Housing Inspector Fire Inspector	Part Time	\$34,760	
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**RECREATION**

Recreation Director		\$70,579	
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**3. COMMUNICATIONS WORKERS OF AMERICA (CWA) I**

**BUILDING AND HOUSING**

Secretary,Licensing Clerk		\$31,039	
Secretary,Licensing Clerk	Hourly	Minimum Wage	\$12.00
Fie Sub Code Official	Part Time	\$10,314	
Plumbing Sub Code Official	Part Time	\$7,477	

**DEPARTMENT OF FINANCE**

Tax Clerk		\$28,069	
Tax Clerk	Hourly	Minimum Wage	\$12.00
Cashier/Sewer Clerk		\$28,350	
Payroll Clerk		\$37,702	

**MUNICIPAL COURT**

Court Administrator		\$51,732	
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Deputy Court Administrator	Hourly		\$20.00	
<b>DEPARTMENT OF PUBLIC WORKS</b>				
<b><u>Equipment Operator</u></b>			<b><u>\$45,000-</u></b>	
			<b><u>\$60,000</u></b>	
Senior Road Repairer			\$60,494	
Road Repairer			\$55,853	
Sanitation Driver			\$55,858	
Sanitation Worker			\$43,911	
Mechanic			\$68,609	
Water Treatment Plant Operator			\$60,494	
Recycling Yard Attendant	Part Time		\$16,900	
Recycling Yard Attendant	Hourly		\$12.00	\$13.00
<b>RECREATION</b>				
Recreation Aide	Full Time	Hourly	\$16.26	
<b>POLICE DEPARTMENT</b>				
Communications Operator	Hourly		\$10.46	\$18.64
Crossing Guards			\$9.62	\$14.97
Records Clerk			\$41,718	

**Carolyn Cummins**  
**Borough Clerk**

