

**Borough of Highlands
Public Notice**

Please take notice that the following Ordinance was adopted on final consideration at the meeting of the Mayor and Council of the Borough of Highlands held on Wednesday, December 19, 2012. Copies of the Ordinance are available free of charge in the office of the Borough Clerk located at 17-1 Shore Drive, 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.

O-12-23

**AN ORDINANCE ESTABLISHING SALARIES AND FIXING THE COMPENSATION OF
CERTAIN BOROUGH EMPLOYEES OF THE BOROUGH OF HIGHLANDS FOR 2012**

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 2012 and beyond unless amended , 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 January 1, 2012 unless otherwise set forth by contract or agreement..

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 REPEALED

All ordinances or parts of ordinances inconsistent with this ordinance are hereby superseded.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

1. POSITIONS OUTSIDE COLLECTIVE BARGAINING UNITS

DEPARTMENT OF ADMINISTRATION		Minimum	Maximum
Mayor		\$3,000	\$3,000
Council Members		\$2,500	\$2,500
Municipal Administrator		\$75,000	\$90,000
Municipal Clerk		\$40,000	\$55,000
Assessment Searcher		\$3,000	\$3,000
Registrar of Vital Statistics		\$500	\$500
Deputy Municipal Clerk	Part Time	\$4,000	\$4,000
Secretary, Planning Board		\$5,500	\$5,500
Secretary, Zoning Board		\$5,500	\$5,500
Secretary to Borough Administrator		\$1,000	\$1,000
Emergency Management Coordinator		\$3,650	\$3,650
 DEPARTMENT OF FINANCE			
Chief Financial Officer	Part Time	\$30,000	\$67,000
Tax Searcher		\$3,000	\$3,000
Purchasing Agent	Part Time	\$7,000	\$10,000
Cashier, Typist	Hourly	\$10.00	\$17.00
 MUNICIPAL COURT			
Judge of Municipal Court		\$15,000	\$18,000
Municipal Prosecutor		\$14,000	\$17,000
Public Defender		\$3,500	\$5,000
Special Sessios (Per Session)			
Judge of Municipal Court		\$500	\$500
Municipal Prosecutor		\$350	\$350
Public Defender		\$350	\$350
Court Administrator		\$250	\$350
Deputy Court Administrator		\$150	\$300

POLICE

Chief of Police		\$114,151	
Juvenile Officer		\$1,000	\$1,000
Special Officer - Hourly			
Class I	Hourly	8.50	15.00
Class II	Hourly	\$15.00	\$25.00

BUILDING AND HOUSING

Fire Official	Part Time	\$18,000	\$25,000
Fire Inspector	Hourly	\$10.00	\$18.00
Clerical Office Help	Hourly	Minimum Wage	\$17.00

DEPARTMENT OF PUBLIC WORKS

Acting Supervisor		\$2,500	\$3,500
Sewer Operator License		\$3,500	\$5,000
Recycling Coordinator	Part Time	\$2,000	\$3,500
Laborer		Minimum Wage	\$15.00
Snow Removal Driver	Hourly	\$15.00	\$25.00

DEPARTMENT OF RECREATION

Recreation Assistant		\$8.00	\$13.00
Recreation Aid		\$7.50	\$11.00
Recreation Leader		\$11.00	\$15.00
Clerical Office Help	Hourly	Minimum Wage	\$17.00
Summer Seasonal:			
Supervisor		\$16.50	\$19.00
Programmer		\$12.50	\$16.00
Recreation Aid		\$7.50	\$12.00
Laborer		\$10.00	\$13.00
Summer Food:			
Food Preparation		Minimum Wage	\$10.00
Record Keeper		\$9.00	\$12.00
Director		\$15.00	\$20.00
Life Guards		\$7.50	\$17.00

DEPARTMENTS NOT ESTABLISHED

Clerical Office Help	Hourly	Minimum Wage	\$15.00
Seasonal Employees	Hourly	Minimum Wage	\$15.00

2. UNITED FOOD AND COMMERCIAL WORKERS UNION, LOCAL 56**DEPARTMENT OF FINANCE**

Tax Assessor	Part Time	\$20,000	\$25,000
Tax Collector	Part Time	\$20,000	\$29,000

BUILDING AND HOUSING

Construction Code Official	Part Time	\$18,000	\$29,000
Including:			
Electrical Sub Code Official			

Flood Plain Review Officer			
Property Maintenance Officer	Part Time	\$15,000	\$23,000
Zoning Officer	Part Time	\$8,000	\$12,000
Code Enforcement Officer		\$20,000	\$45,000

PUBLIC WORKS

Supervisor of Public Works		\$35,000	\$80,000
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RECREATION

Recreation Director		\$35,000	\$80,000
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3. COMMUNICATIONS WORKERS OF AMERICA (CWA) LOCAL 1032

BUILDING AND HOUSING

Secretary,Licensing Clerk		\$20,000	\$31,000
Secretary,Licensing Clerk	Hourly	Minimum Wage	\$18.00
Fie Sub Code Official	Part Time	\$8,000	\$12,000
Plumbing Sub Code Official	Part Time	\$7,000	\$9,000

DEPARTMENT OF FINANCE

Tax Clerk		\$20,000	\$33,000
Tax Clerk	Hourly	Minimum Wage	\$17.00
Cashier/Sewer Clerk		\$20,000	\$33,000
Payroll Clerk		\$25,000	\$40,000

MUNICIPAL COURT

Court Administrator		\$40,000	\$55,000
Deputy Court Administrator	Hourly	\$15.00	\$22.00

DEPARTMENT OF PUBLIC WORKS

Senior Road Repairer		\$45,000	\$67,000
Equipment Operator		\$45,000	\$63,000
Road Repairer		\$30,000	\$44,000
Water-Sewer Repairer		\$30,000	\$44,000
Truck Driver		\$30,000	\$62,000
Recycling Yard Attendant	Hourly	\$10.00	\$15.00

RECREATION

Recreation Assistant	Full Time	Hourly	\$15.00	\$20.00
Recreation Assistant	Part Time		\$8.00	\$13.00
Recreation Aid	Part Time		\$7.50	\$12.00
Recreation Leader	Part Time		\$11.00	\$15.00

POLICE DEPARTMENT

Communications Operator	Hourly	\$9.50	\$21.00
Crossing Guards		\$9.50	\$16.00
Records Clerk		\$25,000	\$45,000

Carolyn Cummins
Borough Clerk