

Borough of Highlands Public Notice

Please take notice that the following ordinance was introduced and passed upon first reading at a meeting of the Governing Body of the Borough of Highlands, in the County of Monmouth, State of New Jersey, on November 21, 2012. Notice is hereby given that the following ordinance will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held at the Highlands Elementary School located at 360 Navesink Avenue, Highlands, NJ 07732, on Wednesday, December 19, 2012 at 8:00 PM. At that time, the public is invited to participate in the discussion of the Ordinance. Copies of the Ordinance are available in the Municipal Clerk's Office located at 17-1 Shore Drive, Highlands, NJ and are posted on the Display Board at the Fire House. Copies are available at no charge to the general public.

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 REPEALED

All ordinances or parts of ordinances inconsistent with this ordinance are hereby superseded.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	\$3,0
Council Members		\$2,500	\$2,5
Municipal Administrator		\$75,000	\$90,0
Municipal Clerk		\$40,000	\$55,0
Assessment Searcher		\$3,000	\$3,0
Registrar of Vital Statistics		\$500	\$5
Deputy Municipal Clerk	Part Time	\$4,000	\$4,0
Secretary, Planning Board		\$5,500	\$5,5
Secretary, Zoning Board		\$5,500	\$5,5
Secretary to Borough Administrator		\$1,000	\$1,0
Emergency Management Coordinator		\$3,650	\$3,6
 DEPARTMENT OF FINANCE			
Chief Financial Officer	Part Time	\$30,000	\$67,0
Tax Searcher		\$3,000	\$3,0
Purchasing Agent	Part Time	\$7,000	\$10,0
Cashier, Typist	Hourly	\$10.00	\$17.
 MUNICIPAL COURT			
Judge of Municipal Court		\$15,000	\$18,0
Municipal Prosecutor		\$14,000	\$17,0
Public Defender		\$3,500	\$5,0
Special Sessios (Per Session)			
Judge of Municipal Court		\$500	\$5
Municipal Prosecutor		\$350	\$3
Public Defender		\$350	\$3
Court Administrator		\$250	\$3
Deputy Court Administrator		\$150	\$3
 POLICE			
Chief of Police		\$114,151	

Juvenile Officer		\$1,000	\$1,0
Special Officer - Hourly			
Class I	Hourly	8.50	15.
Class II	Hourly	\$15.00	\$25.

BUILDING AND HOUSING

Fire Official	Part Time	\$18,000	\$25,0
Fire Inspector	Hourly	\$10.00	\$18.
Clerical Office Help	Hourly	Minimum Wage	\$17.

DEPARTMENT OF PUBLIC WORKS

Acting Supervisor		\$2,500	\$3,5
Sewer Operator License		\$3,500	\$5,0
Recycling Coordinator	Part Time	\$2,000	\$3,5
Laborer		Minimum Wage	\$15.
Snow Removal Driver	Hourly	\$15.00	\$25.

DEPARTMENT OF RECREATION

Recreation Assistant		\$8.00	\$13.
Recreation Aid		\$7.50	\$11.
Recreation Leader		\$11.00	\$15.
Clerical Office Help	Hourly	Minimum Wage	\$17.
Summer Seasonal:			
Supervisor		\$16.50	\$19.
Programmer		\$12.50	\$16.
Recreation Aid		\$7.50	\$12.
Laborer		\$10.00	\$13.
Summer Food:			
Food Preparation		Minimum Wage	\$10.
Record Keeper		\$9.00	\$12.
Director		\$15.00	\$20.
Life Guards		\$7.50	\$17.

DEPARTMENTS NOT ESTABLISHED

Clerical Office Help	Hourly	Minimum Wage	\$15.
Seasonal Employees	Hourly	Minimum Wage	\$15.

2. UNITED FOOD AND COMMERCIAL WORKERS UNION, LI

DEPARTMENT OF FINANCE

Tax Assessor	Part Time	\$20,000	\$25,0
Tax Collector	Part Time	\$20,000	\$29,0

BUILDING AND HOUSING

Construction Code Official	Part Time	\$18,000	\$29,0
Including:			
Electrical Sub Code Official			
Flood Plain Review Officer			
Property Maintenance Officer	Part Time	\$15,000	\$23,0

Zoning Officer	Part Time	\$8,000	\$12,0
Code Enforcement Officer		\$20,000	\$45,0

PUBLIC WORKS

Supervisor of Public Works		\$35,000	\$80,0
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RECREATION

Recreation Director		\$35,000	\$80,0
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3. COMMUNICATIONS WORKERS OF AMERICA (CWA) LOC

BUILDING AND HOUSING

Secretary,Licensing Clerk		\$20,000	\$31,0
Secretary,Licensing Clerk	Hourly	Minimum Wage	\$18.
Fie Sub Code Official	Part Time	\$8,000	\$12,0
Plumbing Sub Code Official	Part Time	\$7,000	\$9,0

DEPARTMENT OF FINANCE

Tax Clerk		\$20,000	\$33,0
Tax Clerk	Hourly	Minimum Wage	\$17.
Cashier/Sewer Clerk		\$20,000	\$33,0
Payroll Clerk		\$25,000	\$40,0

MUNICIPAL COURT

Court Administrator		\$40,000	\$55,0
Deputy Court Administrator	Hourly	\$15.00	\$22.

DEPARTMENT OF PUBLIC WORKS

Senior Road Repairer		\$45,000	\$67,0
Equipment Operator		\$45,000	\$63,0
Road Repairer		\$30,000	\$44,0
Water-Sewer Repairer		\$30,000	\$44,0
Truck Driver		\$30,000	\$62,0
Recycling Yard Attendant	Hourly	\$10.00	\$15.

RECREATION

Recreation Assistant	Full Time	Hourly	\$15.00	\$20.
Recreation Assistant	Part Time		\$8.00	\$13.
Recreation Aid	Part Time		\$7.50	\$12.
Recreation Leader	Part Time		\$11.00	\$15.

POLICE DEPARTMENT

Communications Operator	Hourly	\$9.50	\$21.
Crossing Guards		\$9.50	\$16.
Records Clerk		\$25,000	\$45,0

**Carolyn Cummins
Borough Clerk**

