

**Township of Millstone**

Ordinance No. 23-05

Introduction Date: 02-15-2023

Adoption Date: 03-01-2023

AMENDING CHAPTER II (ADMINISTRATION) PAYROLL OF THE REVISED GENERAL ORDINANCE OF THE TOWNSHIP OF MILLSTONE BY FIXING SALARY RANGES OF THE TOWNSHIP OFFICIALS AND EMPLOYEES; IN THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, AS FOLLOWS:

SECTION 1: The officials and employees designated shall receive within the annual salary ranges indicated subject to the terms and conditions of employment, for 2023, in accordance with the CWA Contract term, January 2023 through December 2025:

<u>TITLE</u>	<u>Min</u>	<u>Max</u>
Mayor.....	\$ -	\$ 7,750.00
Township Committee.....	\$ -	\$ 7,500.00
Township Administrator.....	\$ 1,000.00	\$ 110,500.00
Web/PEG/Newsletter.....	\$ 1,000.00	\$ 7,900.00
Technical Support.....	\$ 1,000.00	\$ 8,000.00
Administrative Assistant.....	\$ 15.00 hr.	\$ 25.00 hr.
Qualified Purchasing Agent.....	\$ 1,000.00	\$ 17,000.00
Health Benefits Coordinator.....	\$ 1,000.00	\$ 7,500.00
Municipal Clerk/Assessment Clerk.....	\$ 1,000.00	\$ 71,500.00
Deputy Township Clerk.....	\$ 1,000.00	\$ 35,000.00
Vital Statistics Registrar.....	\$ 1,000.00	\$ 3,500.00
Deputy Vital Statistics Registrar.....	\$ 1,000.00	\$ 1,500.00
Clean Communities Advocate.....	\$ 1,000.00	\$ 15,000.00
Clean Communities Coordinator.....	\$ 1,000.00	\$ 4,000.00
Animal Control Coordinator.....	\$ 1,000.00	\$ 7,000.00
Certified Municipal Financial Officer.....	\$ 1,000.00	\$ 82,000.00
Deputy Certified Municipal Financial Officer.....	\$ 1,000.00	\$ 77,000.00
Treasurer.....	\$ 1,000.00	\$ 65,000.00
Finance Clerk.....	\$ 1,000.00	\$ 30,000.00
Tax Collector/Search Officer.....	\$ 1,000.00	\$ 50,000.00
Deputy Tax Collector.....	\$ 1,000.00	\$ 50,000.00
Tax Collector Clerk - Backup.....	\$ 15.00 hr.	\$ 30.00 hr.
Tax Assessor.....	\$ 1,000.00	\$ 80,000.00
Tax Assessor Clerk/Inspector.....	\$ 1,000.00	\$ 29,500.00
Planning Board Secretary.....	\$ 1,000.00	\$ 42,000.00
Board of Adjustment Secretary.....	\$ 1,000.00	\$ 42,000.00
Open Space/Farmland Secretary.....	\$ 1,000.00	\$ 20,000.00
Construction Code Official.....	\$ 1,000.00	\$ 30,000.00
Technical Assistant to Construction Official.....	\$ 1,000.00	\$ 55,000.00
Construction Secretary.....	\$ 15.00 hr.	\$ 30.00 hr.
Building Inspector/Sub-Code Official.....	\$ 1,000.00	\$ 101,000.00
Building Inspector.....	\$ 15.00 hr.	\$ 50.00 hr.
Plumbing Inspector/Sub-Code Official.....	\$ 1,000.00	\$ 43,000.00
Fire Protection Inspector/Sub-Code Official.....	\$ 15.00 hr.	\$ 55.00 hr.
Electrical Inspector/Sub-Code Official.....	\$ 15.00 hr.	\$ 50.00 hr.
Temporary Inspectors.....	\$ 25.00 hr.	\$ 45.00 hr.
Code Enforcement Officer.....	\$ 1,000.00	\$ 33,000.00
Code Enforcement Assistant.....	\$ 1,000.00	\$ 20,000.00
Recycling Assistant.....	\$ 1,000.00	\$ 20,000.00
Zoning Official.....	\$ 1,000.00	\$ 20,000.00
CPWM (Certified Public Works Manager).....	\$ 1,000.00	\$ 38,000.00

Public Works Crew Chief.....	\$	15.00	hr.	\$	35.00	hr.
Public Works Assistant Crew Chief.....	\$	15.00	hr.	\$	31.00	
Public Works Assistant Coordinator.....	\$	15.00	hr.	\$	28.50	hr.
Public Works Senior Operator.....	\$	20.00	hr.	\$	35.00	hr.
Public Works Operator.....	\$	20.00	hr.	\$	30.00	hr.
Public Works Laborer with CDL.....	\$	20.00	hr.	\$	25.00	hr.
Public Works Laborer without CDL.....	\$	20.00	hr.	\$	25.00	hr.
Buildings & Grounds Maintenance Custodian.....	\$	15.00	hr.	\$	22.00	hr.
Recycling Coordinator.....	\$	1,000.00		\$	20,000.00	
Recycling Yard Operator.....	\$	15.00	hr.	\$	27.00	hr.
Parks Manager.....	\$	1,000.00		\$	50,000.00	
Recreation Coordinator.....	\$	1,000.00		\$	66,000.00	
Recreation Clerk.....	\$	1,000.00		\$	40,000.00	
Summer Recreation Director.....	\$	1,000.00		\$	10,000.00	
Municipal Court Judge.....	\$	1,000.00		\$	25,000.00	
Court Administrator.....	\$	1,000.00		\$	73,000.00	
Violations Clerk.....	\$	15.00	hr.	\$	25.00	hr.
Municipal Drug Alliance Coordinator.....	\$	15.00	hr.	\$	30.00	hr.
Municipal Drug Alliance Teachers.....	\$	15.00	hr.	\$	30.00	hr.
Videographer.....	\$	15.00	hr.	\$	40.00	hr.
Floater.....	\$	15.00	hr.	\$	25.00	hr.
Temporary Employee.....	\$	14.13	hr.	\$	25.00	hr.

SECTION II: All salaries and wages shall be paid bi-weekly, except Mayor and Township Committee, which shall be paid quarterly. Deductions shall be made for federal withholding tax, social security tax, medicare tax, and state income tax. Where applicable, deductions shall be made for state unemployment, disability tax, NJ State pension and health benefit contributions, DCRP, contributory life insurance, deferred compensation plan contribution, union dues, and other elective deductions.

SECTION III: Additional S/W provisions are as follows:

- 1) The Environmental Commission Secretary, the Shade Tree Commission Secretary and the Historic Preservation Commission Secretary, all shall receive \$75.00 for regular minutes and \$25 for executive minutes, and \$125 per meeting.
- 2) One designated Department of PublicWorks employee that successfully completed the Pesticide Applicator licensing requirements and maintains said licence for Township use and assumes the duties and responsibilities associated with said license, shall receive a \$2,000 stipend. Such amount shall increase to \$2,500 effective 1/1/2025.
- 3) The Township will provide shirts with collars to the Construction Department Inspectors, Code Enforcement Official, Code Enforcement Assistant, Tax Assessor and Tax Assessor Clerk/Inspector equal to the number of days per week they work on an annual basis. The Township will also provide a jacket, not to exceed \$150, and replaced on a salvage system, to the same employee. Refer to Collective Bargaining Agreement 2023-2025 for further details.
- 4) Court personnel shall receive \$45 per call-out up to two hours, and \$20 per hour thereafter.
- 5) The salary range for all summer recreation counselors is \$9.50 - \$22/hr.
- 6) Overtime rate for hourly employees is 1 1/2 X hourly rate, in excess of 40 hours.

SECTION IV: Any Ordinance or parts thereof, which are inconsistent and conflicting with this Ordinance, are hereby repealed.

SECTION V: This Ordinance shall become effective upon final adoption and passage according to law.

BY ORDER OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MILLSTONE.

Al Ferro, Mayor  
Kathleen Hart, Township Clerk