



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-22-03

AN ORDINANCE AMENDING SCHEDULE A OF THE BOROUGH OF HIGHLANDS SALARY
ORDINANCE

WHEREAS the Governing Body has determined that it is necessary to amend Ordinance O-20-27 which established Salaries and fixed Compensation of certain Borough Employees for the year 2021 and beyond unless amended;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Borough Council of the Borough of Highlands, the County of Monmouth, in the State of New Jersey, as follows:

SECTION I.

Schedule A of O-20-27 Establishing Salaries and Fixing Compensation of Certain Borough Employees of the Borough of Highlands is hereby amended to provide as follows: (All additions are shown in **bold italics with underlines**. The deletions are shown as ~~**strikeovers in bold italics**~~.)

SCHEDULE A

1. POSITIONS OUTSIDE COLLECTIVE BARGAINING UNITS

DEPARTMENT OF ADMINISTRATION		Minimum	Maximum
Deputy Clerk		\$4,000	\$6,000
Registrar		\$500.00	\$1,000 <u>\$2,500</u>
Deputy Registrar		\$500	\$1,000
Land Use Board Secretary		\$6,000	\$16,000
Municipal Clerk		\$40,000	\$80,000
Municipal Administrator		\$24,000	\$150,000
Municipal Alliance	Hourly	Minimum Wage	\$20.00
Emergency Management Coordinator		\$3,650	\$10,000
Secretary to Administrator		\$2,000	\$6,000
Secretary to Chief of Police		\$25,000	\$63,000 <u>\$70,000</u>
Deputy Office of Emergency Management		\$1,500	\$2,500
<u>Confidential Administrative Assistant to the Mayor and Administrator</u>		<u>\$10,000</u>	<u>\$60,000</u>
BUILDING AND HOUSING			
Clerical Office Help	Hourly	Minimum Wage	\$26.00
Fire Official		\$18,000	\$28,000
DEPARTMENT OF FINANCE			
Assessment Searcher		\$3,000	\$4,000
		Minimum-Wage	\$26.00
Cashier/Typist	Hourly		
Chief Financial Officer		\$30,000	\$74,000
FEMA/NJOEM Coordinator	Hourly	\$25.00	\$35.00
Payroll Clerk		\$5,000	\$45,000
Qualified Purchasing Agent		\$7,000	\$75,000
Deputy Tax Assessor	Part Time	\$3,000	\$6,000
MUNICIPAL COURT			
Judge of Municipal Court		\$13,500	\$20,000
Court Administrator		\$25,000	\$75,000

Deputy Court Administrator		\$5,000	\$50,000
Special Sessions (Per Session)			
Court Administrator		\$250	\$400
Deputy Court Administrator		\$150	\$400
Judge of Municipal Court		\$500	\$600
Municipal Prosecutor		\$350	\$400
Public Defender		\$350	\$400

POLICE

Chief		\$124,125	\$150,000	\$160,000
Crossing Guard	Hourly	Minimum Wage		\$20.00
Dispatcher				
[Communications Operator]	Hourly	Minimum-Wage		\$25.00
Special Officer:				
Class I	Hourly	Minimum-Wage		\$22.00
Class II	Hourly	\$15.00		\$28.00

DEPARTMENT OF PUBLIC WORKS

<u>Superintendent of Public Works</u>		<u>\$35,000</u>	<u>\$110,000</u>
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RECREATION

Clerical Office Help	Hourly	Minimum Wage	\$20.00
Recreation Leader	Hourly	Minimum Wage	\$20.00
Summer Seasonal:			
Laborer	Hourly	\$10.00	\$20.00
Programmer	Hourly	\$13.00	\$20.00
Recreation Aide	Hourly	\$8.00	\$20.00
Supervisor	Hourly	\$17.00	\$22.00
Preparer	Hourly	Minimum Wage	\$15.00

2. UNITED FOOD AND COMMERICAL WORKERS UNION, LOCAL 56-152

BUILDING & HOUSING

Code Enforcement Officer		\$15,000	\$76,000
Construction Official		\$18,000	\$33,000
Fire Inspector	Hourly	Minimum Wage	\$22.00
Property Maintenance	Part Time Salary	\$5,000	\$26,000
Property Maintenance	Part Time Hourly	\$15.00	\$22.00
Zoning Officer		\$5,000	\$20,000

DEPARTMENT OF FINANCE

Tax Assessor	Part Time	\$20,000	\$40,000
Tax Collector	Part Time	\$20,000	\$40,000

~~DEPARTMENT OF PUBLIC WORKS~~

Supervisor of Public Works		\$35,000	\$110,000
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DEPARTMENT OF RECREATION

Recreation Supervisor		\$34,500	\$55,000
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3. COMMUNICATIONS WORKERS OF AMERICA (CWA) LOCAL 1032

BUILDING & HOUSING

Fire Sub Code Official	Part Time	\$8,000	\$15,000
Plumbing Sub Code Official	Part Time Hourly	\$25.00	\$44.00
Secretary, Licensing Clerk	Full Time	\$20,000	\$50,000

Secretary, Licensing Clerk	Part Time Hourly	Minimum Wage	\$22.00
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DEPARTMENT OF FINANCE

Cashier/Sewer Clerk		\$20,000	\$40,000
HR Coordinator		\$32,000	\$81,000
Senior Accounting Clerk		\$25,000	\$85,000
Tax Clerk		\$20,000	\$45,000
Tax Clerk	Part Time Hourly	Minimum Wage	\$20.00
Account Clerk		\$29,000	\$55,000

POLICE

Records Clerk		\$25,000	\$50,000
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DEPARTMENT OF PUBLIC WORKS

Equipment Operator		\$45,000	\$70,000
Laborer	Hourly	\$15.00	\$30.00
<u>Laborer 2</u>		<u>\$30,000</u>	<u>\$50,000</u>
<u>Laborer 3</u>		<u>\$35,000</u>	<u>\$65,000</u>
<u>Laborer/Motor Broom Driver</u>		<u>\$30,000</u>	<u>\$50,000</u>

Recycling Yard Attendant	Part Time Hourly	Minimum Wage	\$20.00
Road Repairer		\$30,000	\$55,000
Senior Road Repairer		\$45,000	\$75,000
<u>Public Works Repairer</u>		<u>\$45,000</u>	<u>\$75,000</u>
Sewer Operator		\$3,500	\$55,000
Sewer Repairer		\$30,000	\$70,000
Truck Driver		\$30,000	\$70,000

DEPARTMENT OF RECREATION

Recreation Aide	Hourly	\$8.00	\$18.00
Recreation Assistant	Hourly	\$15.00	\$22.00
Recreation Coordinator		\$29,900	\$55,000

SECTION II. SEVERABILITY.

If any section, subsection, sentence clause or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this ordinance, which shall otherwise remain in full force and effect.

SECTION III. REPEALER.

All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION IV: EFFECTIVE DATE.

This Ordinance shall take effect after final passage as provided by law.

First Reading and Set Hearing Date for O-22-03:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk’s Office.

DATE OF VOTE: January 19, 2022

Nancy Tran, Acting Municipal Clerk
Borough of Highlands

Public Hearing for O-22-03:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk’s Office.

DATE OF VOTE: February 2, 2022

Nancy Tran, Acting Municipal Clerk
Borough of Highlands

Carolyn Broullon, Mayor