



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-26-22

AMENDING SCHEDULE A OF THE BOROUGH OF HIGHLANDS SALARY ORDINANCE

WHEREAS the Governing Body has determined that it is necessary to amend Ordinance O-26-02 which established Salaries and fixed Compensation of certain Borough Employees for the year 2026 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-26-02 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
Alternate Deputy Registrar	\$250	\$1,000
Confidential Administrative Assistant to the Mayor and Administrator	\$10,000	\$60,000 <u>\$65,000</u>
Deputy Clerk	\$10,000	\$40,000
Deputy Land Use Board Secretary	\$3,000	\$8,000
Deputy Office of Emergency Management Coordinator	\$1,500	\$2,500
Deputy Registrar	\$500	\$2,000 <u>\$5,000</u>
Land Use Board Secretary	\$6,000	\$16,000 <u>\$65,000</u>
Municipal Administrator	\$100,000 <u>\$60,000</u>	\$175,000
Municipal Alliance Hourly	\$15.92	\$30.00
Municipal Clerk	\$50,000	\$100,000
Office of Emergency Management Coordinator	\$5,000	\$15,000 <u>\$20,000</u>
Registrar	\$4,000	\$8,000
Secretary to Chief of Police	\$25,000	\$90,000
BUILDING AND HOUSING		
Clerical Office Help Hourly	\$15.49	\$26.00
<u>Certified Flood Plain Manager</u>	<u>\$10,000</u>	<u>\$30,000</u>
Construction Official	\$30,000 <u>\$100,000</u>	\$80,000 <u>\$200,000</u>
Electrical Sub-Code	\$10,000	\$20,000
Fire Official/Housing Inspector	\$30,000	\$50,000
DEPARTMENT OF FINANCE		
Assessment Searcher	\$3,000	\$4,000
Cashier	\$40,000	\$50,000
Chief Financial Officer	\$30,000	\$80,000
Deputy Tax Assessor Part Time	\$3,000	\$6,000
FEMA/NJOEM Coordinator Hourly	\$25.00	\$35.00
Payroll Clerk	\$5,000	\$45,000
Qualified Purchasing Agent	\$7,000	\$75,000

MUNICIPAL COURT

Court Administrator		\$70,000	\$110,000
Deputy Court Administrator		\$20/hour	\$25/hour
Deputy Court Clerk	Part Time Hourly	\$15.92	\$20.00
Judge of Municipal Court		\$13,500	\$20,000
Municipal Prosecutor		\$10,000	\$20,000
Public Defender		\$8,000	\$20,000
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		\$125,000	\$200,000
Crossing Guard	Hourly	\$15.92	\$25.00
Special Officer:			
Class I	Hourly	\$15.92	\$25.00
Class II	Hourly	\$15.92	\$30.00

RECREATION

Clerical Office Help	Hourly	\$15.92	\$20.00
Recreation Coordinator		\$40,000	\$70,000
Summer Seasonal:			
Laborer	Hourly	\$10.00	\$20.00
Preparer	Hourly	\$15.92	\$25.00
Programmer	Hourly	\$13.00	\$20.00
Supervisor	Hourly	\$17.00	\$22.00

2. UNITED FOOD AND COMMERICAL WORKERS UNION (UFCW), LOCAL 152

BUILDING & HOUSING

Building Sub-Code		\$10,000	\$20,000
Code Enforcement Officer		\$50,000	\$90,000
Fire Inspector	Hourly	\$15.92	\$22.00
Property Maintenance	Part Time Salary	\$5,000	\$26,000
Property Maintenance	Part Time Hourly	\$15.00	\$22.00
Zoning Officer		\$10,000	\$20,000

DEPARTMENT OF PUBLIC WORKS

Superintendent of Public Works		\$100,000	\$150,000
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DEPARTMENT OF FINANCE

Senior Account Clerk		\$25,000	\$85,000
Tax Assessor	Part Time	\$20,000	\$55,000
Tax Collector	Part Time	\$20,000	\$55,000

DEPARTMENT OF RECREATION

Recreation Leader		\$40,000	\$70,000
Recreation Supervisor		\$34,500	\$55,000

3. COMMUNICATIONS WORKERS OF AMERICA (CWA) LOCAL 1032

BUILDING & HOUSING

Fire Sub Code Official	Part Time	\$10,000	\$20,000
Plumbing Sub Code Official	Part Time	\$10,000	\$20,000
Secretary, Licensing Clerk	Full Time	\$20,000	\$50,000
Secretary, Licensing Clerk	Part Time Hourly	\$15.92	\$22.00
Technical Assistant (TACO)		\$50,000	\$80,000

DEPARTMENT OF FINANCE

Account Clerk		\$40,000	\$70,000
Cashier		\$40,000	\$50,000
Tax Clerk		\$40,000	\$65,000
Tax Clerk	Part Time Hourly	\$15.92	\$20.00

POLICE

Records Clerk		\$40,000	\$50,000
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DEPARTMENT OF PUBLIC WORKS

Driver		\$40,000	\$55,000
Equipment Operator		\$40,000	\$70,000
Heavy Equipment Operator		\$45,000	\$80,000
Laborer		\$40,000	\$65,000
Laborer 2		\$40,000	\$70,000
Laborer 3		\$40,000	\$75,000
Laborer/Motor Broom Driver		\$40,000	\$60,000
Public Works Repairer		\$45,000	\$75,000
Recycling Yard Attendant	Part Time Hourly	\$15.92	\$20.00
Road Repairer		\$30,000	\$55,000
Sewer Operator		\$3,500	\$55,000
Truck Driver		\$40,000	\$70,000

DEPARTMENT OF RECREATION

Recreation Aide	Hourly	\$15.92	\$25.00
Recreation Assistant	Hourly	\$15.92	\$30.00

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 the 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-26-22:

	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: September 2, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands

Public Hearing for O-26-22:

	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: September 16, 2026

Carolyn Broullon, Mayor

Nancy Tran, Municipal Clerk
Borough of Highlands