

**TOWNSHIP OF LITTLE FALLS
COUNTY OF PASSAIC NEW JERSEY**

ORDINANCE NO. 1172

2013 LITTLE FALLS SALARY ORDINANCE

REGULAR OFFICERS AND EMPLOYEES	METHOD OF PAYMENT
<u>Title</u>	<u>Semi-Monthly</u>
Administrator	\$66,000 - \$109,000
Township Clerk/Assessment Search Officer/Reg. of Vital Statistics	\$55,000 - \$125,000
Deputy Township Clerk/Bd. Of Health Secretary	\$37,500 - \$62,500
Deputy Registrar/Bd. Of Health Secretary, Township Clerk's Office	\$23,970 - \$40,470
Treasurer/Certified Municipal Finance Officer	\$75,000 - \$110,000
Clerk, Treasurer's Office/Purchasing Agent	\$28,800 - \$41,800
Clerk, General-Construction Office/Control Person/Assessor Office	\$30,900 - \$41,400
Tax Collector - Full Time/Tax Search Officer	\$58,541 - \$94,203
Clerk, Tax Collector Office, First six months	\$15,900 - \$39,945
Clerk, Tax Collector Office, After six months	\$16,700 - \$39,900
Supervisor of Fire, Senior	\$29,980 - \$61,400
Supervisor of Fire Alarm, Assistant, After two years	\$31,750 - \$54,600
Supervisor of Fire Alarm, Assistant, After six months	\$28,700 - \$47,900
Supervisor of Fire Alarm, Assistant, First six months	\$25,700 - \$42,800
Fire Official, Bureau of Fire Prevention	\$9,100 - \$15,100
Clerk, Fire Prevention Bureau	\$23,900 - \$39,900
Court Administrator/Deputy Violations Clerk	\$43,500 - \$72,500
Violations Clerk/Dep. Court Administrator	\$25,500 - \$42,500
Construction Code/Building Subcode	\$49,000 - \$81,000
Zoning and Housing Inspector	\$21,000 - \$35,000
Superintendent, DPW/Recycling Coordinator	\$79,700 - \$132,700
Foreman, DPW, on payroll before 12/31/96 (plus \$420 Maintenance Mechanic stipend)	\$70,476.52 *
DPW Operator (A), on payroll before 12/31/96	\$66,352.57 *
DPW Operator (A), employed after 1/1/97, After 2 years	\$62,416.57 *
DPW Operator (A), employed after 1/1/97, After 1 year	\$60,729.40 *
DPW Operator (A), employed after 1/1/97, Start	\$59,044.41 *
DPW Operator (B), on payroll before 12/31/96	\$61,800.27 *
DPW Operator (B), employed after 1/1/97, After 1 year	\$57,356.15 *
DPW Operator (B), employed after 1/1/97, Start	\$55,670.07 *
DPW Operator (C), on payroll before 12/31/96	\$60,178.66 *
Laborer/Driver hired after 1/1/97, After 7 years	\$53,982.90 *
Laborer/Driver hired after 1/1/97, After 6 years	\$52,295.73 *
Laborer/Driver hired after 1/1/97, After 5 years	\$50,609.65 *
Laborer/Driver hired after 1/1/97, After 4 years	\$48,921.38 *
Laborer/Driver hired after 1/1/97, After 3 years	\$47,234.21 *
Laborer/Driver hired after 1/1/97, After 2 years	\$45,549.24 *
Laborer/Driver hired after 1/1/97, After 1 year	\$43,860.97 *
Laborer/Driver hired after 1/1/97, After 6 months	\$42,173.80 *
Laborer/Driver hired after 1/1/97, Start	\$40,488.82 *
Township Mechanic	\$71,202.09 *
Sewer System Operator	\$60,729.40 *
Recreation Park Maintenance Worker/Recycling Aid Monitor	\$22,425 - \$37,375
Police Chief	\$99,500 - \$165,500
Captain of Police	\$118,405.89 *
Lieutenant of Police	\$112,361.19 *
Sergeant Police	\$105,135.05 *
Corporal (after 12 years \$1,500 stipend)	\$1,500.00 *
Patrolman, hired after 9/1/98, after 7 years (at maximum)	\$97,125.87 *
Patrolman, hired after 9/1/98, after 6.5 years	\$92,671.62 *
Patrolman, hired after 9/1/98, after 6 years	\$88,218.76 *
Patrolman, hired after 9/1/98, after 5.5 years	\$83,763.13 *
Patrolman, hired after 9/1/98, after 5 years	\$79,307.54 *
Patrolman, hired after 9/1/98, after 4.5 years	\$74,854.66 *
Patrolman, hired after 9/1/98, after 4 years	\$70,400.42 *
Patrolman, hired after 9/1/98, after 3.5 years	\$65,943.46 *
Patrolman, hired after 9/1/98, after 3 years	\$61,489.22 *
Patrolman, hired after 9/1/98, after 2.5 years	\$57,036.34 *
Patrolman, hired after 9/1/98, after 2 years	\$52,579.39 *
Patrolman, hired after 9/1/98, after 1.5 years	\$48,125.15 *
Patrolman, hired after 9/1/98, after 1 year	\$43,670.89 *
Patrolman, hired after 9/1/98, after .5 year	\$39,215.30 *
Probationary Patrolman, first six months	\$34,761.05 *
Police Records Clerk	\$35,600 - \$59,600
Police Dispatcher, after 2 years	\$34,000 - \$56,500
Police Dispatcher, after six months	\$29,900 - \$49,800
Police Dispatcher, first six months	\$25,575 - \$42,625
Juvenile Officer	\$463.50 *
Narcotics Officer	\$463.50 *
Photography Officer	\$231.75 *
Detective	\$289.43 *
Emergency Management Coordinator	\$10,000.00 *

Senior Citizen Bus Driver/Coordinator	\$14,800 - \$24,700
Recreation Director, first six months	\$26,250 – \$43,750
Recreation Director, after six months	\$28,700 - \$47,700
Assessor, Part-Time	\$14,500 - \$25,900

REGULAR OFFICERS AND EMPLOYEES

METHOD OF PAYMENT

<u>Title</u>	<u>Monthly</u>
Secretary to Shade Tree Commission	\$951 - \$1,585
Township Attorney	REMOVE
Township Engineer	\$2,472 - \$4,751
Counsel, Planning Board	\$3,650 - \$6,100
Engineer, Planning Board	\$5,500 - \$9,100
Secretary, Planning Board	\$3,300 - \$5,400
Judge, Municipal Court	\$34,025 - \$56,700
Prosecutor	\$13,500 - \$22,250
Electrical Sub-Code Official	\$11,100 - \$18,500
Plumbing Sub-Code Official	\$11,000 - \$18,000
Community Service Coordinator/Court Attendant	\$2,500 - \$4,100
Director, Public Assistance	\$9,750 - \$15,450
Member, Township Committee	\$2,000.00
Mayor	\$2,000.00

HOURLY EMPLOYEES

Semi-monthly-per hour

Alliance Coordinator	\$12 - \$10
Courtroom Security Attendant	\$13 - \$22
Senior Inspector, Bureau of Fire Prevention	\$21 - \$35
Inspectors, Bureau of Fire Prevention	\$21 - \$33
Inspector/Clerical, Bureau of Fire Prevention	\$15 - \$25
Inspector, Code Enforcement	\$15 - \$25
Fire Dept. Clerk	\$12 - \$18
DPW Secretary/Assistant to Recycling Coordinator	\$12 - \$20
Part-time Permanent Clerk/Budget Coordinator Police Department	\$15 - \$25
Laborer	\$8 - \$12
Temporary Skilled Worker, depending on Qualifications	\$10 - \$50
Temporary Unskilled Worker	\$10 - \$17
Temporary Building Supervisors	\$8 - \$12
Assistant to Recreation Director – Part Time	\$11 - \$19
P/T Police Dispatcher - after 2 years	\$14 - \$24
P/T Police Dispatcher - after 6 months	\$14- \$22
P/T Police Dispatcher - first six months	\$14- \$21
Clerical and Secretarial	\$9 - \$20
School Crossing Guard	\$14 - \$22
Special Summer Help	From Larger of NJ/Federal Minimum Wage to \$12.50
Cleaner – Police Building	\$13 - \$20
Parking/Dog regulations enforcement	\$11 - \$15

Section 2. ADDITIONAL COMPENSATION

Deputy Township Clerk shall be paid \$45.00 per evening meeting worked, payable by voucher. Pump Station Operator shall be paid an additional \$420.00 annually. Cleaner, Recreation Community Center shall be paid \$24 per cleaning, payable by voucher.

Police Dispatchers shall work a four-and-two schedule (four days at work followed by two days off) except that the Police Chief may, with the approval of the Township Council, designate one dispatcher to work a five-and-two schedule (five days at work, followed by two days off); a Police Dispatcher working a five-and-two shift shall be paid an additional \$500 annually. The Township administration reserves the right to require, at its discretion, that all Police Dispatchers work a five-and-two schedule upon payment of an additional \$500 each per year.

Section 3. LONGEVITY

Except for new hires after January 1, 1998, there shall be added to and made a part of the remuneration for each full-time Township officer and employee and permanent part-time Township officer and employee who are regularly scheduled to work twenty (20) hours or more weekly for twelve (12) months a year, whether paid on an annual salary basis or hourly basis, other than members of the Police Department bargaining unit, who has completed or does hereafter during the current year complete five (5) years cumulative service in and for the Township of Little Falls, the sum of \$250.00 and an additional sum of \$250.00 for each additional five (5) years of cumulative service, but not to exceed a maximum of \$1,000.00, provided, however, that the cumulative service shall be consecutive and uninterrupted. All periods of employment shall be computed from January 1 of the year of appointment or employment unless the date of said appointment or employment took place on or after July 1, in which case said period of employment shall be computed from January 1 of the year following said employment or appointment. The provisions of Resolution #10 of March 20, 1995 are hereby ratified and confirmed and made a part hereof.

The Chief of Police shall be entitled to longevity pay based upon years of accumulative service to the Township at the following rates: upon completion of five (5) years of service – two (2%) percent; upon completion of ten (10) years of service – four (4%) percent; upon completion of fifteen (15) years of service - six (6%) percent; upon completion of twenty (20) years of service – eight (8%) percent; upon completion of twenty-four (24) years of service – ten (10%) percent.

Section 4. OVERTIME and KEY EMPLOYEE VACATION

The following provisions of the within ordinance are subject to the provisions of any applicable Federal or State statute; and to the provisions of any applicable collective bargaining agreements.

- a. Key employees: The following employees, when employed full-time, are considered exempt key employees and designated management of their departments: Township Administrator, Township Clerk, Chief Municipal Finance Officer, Construction Code Official, Superintendent of Public Works, Tax Collector, Tax Assessor and Court Administrator. Key employees shall not receive overtime nor any regimented compensatory time off in lieu of overtime but shall be paid on an annual salary basis as provided from time to time in the Salary Ordinance.
- b. In lieu of overtime or compensatory time off they shall receive an additional vacation week effective January 1, 1993. Overtime may be paid to key employees only upon authorization by the Mayor.
- c. Non-key employees: Overtime pay may be paid to or compensatory time off may be given to non-key employees; however, compensatory time must be used within the same year and may not be carried over. Compensatory time shall commence only after the employee has worked the prescribed work week. Authorized compensatory time shall be computed at one and one-half (1½) times the hourly rate.

The hourly rate for overtime shall be computed by dividing the weekly rate by the number of hours in the employee's prescribed work week. In the case of a forty-hour work week, the employee shall be paid time and one-half after the full forty hours have been worked. For employees working a thirty-five hour week, compensation shall be at straight time for the first five hours of overtime worked; the time and one-half provisions shall take effect only after the full forty hours have been worked.

- d. Part-time employees: Part-time employees shall be paid overtime only when in a particular week they work a number of hours which under provisions of Federal or State Law requires the payment of overtime.

Section 5.

The Counsel to the Rent Leveling Board shall be compensated for meetings attended in the amount of \$100.00 per meeting, payable by voucher.

Section 6.

The Attorney to the Board of Health shall be compensated for meetings attended, payable by voucher.

Section 7.

All salaries, compensation, retainer fees and longevity hereinabove set forth shall be effective as of January 1, 2013 and are hereby retroactive to that date save that employees who have left the Township's employ of their own volition or were terminated prior to adoption of the salary ordinance shall not receive retroactive wage adjustment. In the event a new appointment or a change in appointment is or shall be made after January 1, 2013 the salary provisions therefor shall be retroactive only to the effective date of such new or changed appointment.

Section 8.

Such deductions as may be required by law shall be made from the salaries, compensation and fees as hereinabove set forth.

Section 9.

The Township Treasurer is hereby authorized to sign all payroll checks.

Section 10.

The Township Auditor shall be paid for services actually rendered in accordance with the customary reasonable charges of the profession and upon the submission of vouchers.

Section 11.

In addition to the salary provided in the within ordinance, the Township Engineer shall be paid for services actually rendered in accordance with the customary reasonable charges of the profession and upon the submission of vouchers.

Section 13. HOLIDAYS

Permanent full-time officers and employees and permanent part-time Township officers and employees who are regularly scheduled to work twenty (20) hours or more weekly for twelve (12) months a year, whether paid on an annual salary basis or hourly basis, are entitled to the following paid Holidays:

- | | |
|------------------------------------------------------------|------------------------|
| New Year's Day | General Election Day |
| President's Day | Columbus Day |
| Good Friday | Veterans' Day |
| Memorial Day | Thanksgiving Day |
| Independence Day | Day After Thanksgiving |
| Labor Day | Christmas Day |
| One-half of the last work day preceding New Year's Day and | |
| One-half of the last work day preceding Christmas Day | |

Permanent part-time Township officers and employees who are regularly scheduled to work twenty (20) hours or more weekly for twelve (12) months a year, whether paid on an annual salary basis or hourly basis, shall receive holiday leave on a prorated basis.

When the requirements of their department demand employment on one or more of the specified holidays, the compensation time off shall be given at the rate of time and one-half, with the exception of the PBA negotiating unit, whose members are subject to PBA negotiated contract.

Section 14.

In addition to the holidays set forth in Section 14, all full-time employees and part-time full-year employees paid by annual salary shall be entitled to two (2) personal days off each year, except as may be provided by collective bargaining contract.

Section 15.

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

Section 16.

This ordinance shall take effect after twenty (20) days of its final passage by the Township Council, upon approval by the Mayor, and publication as required by law.

INTRODUCED: _____

PASSED AND ADOPTED: _____

Mayor DARLENE J. POST

ATTEST: _____
Township Clerk