BOROUGH OF SPRING LAKE HEIGHTS

ORDINANCE NO. 2016-06

AN ORDINANCE OF THE BOROUGH OF SPRING LAKE HEIGHTS ESTABLISHING SALARIES AND WAGES FOR THE YEAR 2016

BE IT ORDAINED by the Mayor and Borough Council of the Borough of Spring Lake Heights, in the County of Monmouth, New Jersey, as follows:

SECTION 1. Maximum annual salaries are hereby established for the following elected officials for the calendar year 2016:

Mayor	$4,000
Borough Council Member	$3,000

SECTION 2. Maximum annual salaries are hereby established for the following statutory officials for the calendar year 2016:

Borough Clerk	$72,116
Chief Financial Officer	$7,803
Tax Collector/Utility Collector	$10,404
Tax Assessor	$20,563

SECTION 3. Annual salary ranges are hereby established for the following officials, managerial executives and confidential employees for the calendar year 2016:

	MINIMUM	MAXIMUM
Borough Administrator	$60,000	$113,715
Police Chief	$128,000	$150,858
Public Works/Utilities Superintendent (or Director)	$25,000	$90,000
Municipal Court Judge	$12,000	$15,085
Prosecutor	$12,000	$13,260
Emergency Management Coordinator		$3,000
Fire Safety Official	$7,500	$13,446
Recreation Director	$2,500	$5,826
Recycling Coordinator	$500	$1,000
Registrar of Vital Statistic/Deputy Registrar	$500	$1,000
Board of Health Secretary	$500	$1,250
Planning Board Secretary	$1,000	$2,550
Zoning Board of Adjustment Secretary	$1,000	$2,550

SECTION 4. Annual salary ranges are hereby established for the following designated employees for the calendar year 2016:

	MINIMUM	MAXIMUM
Deputy Tax/Utility Collector	$23,000	$54,106
Office Assistant/Administrative Aide	$21,500	$61,916
Tax Assessment Field Assistant	$3,500	$6,636

SECTION 5. Maximum hourly wage rates are hereby established for the following designated temporary, seasonal and part-time employees for the calendar year 2016:

Borough Engineer	$135.00
Zoning and/or Code Enforcement Official	$28.00
Fire Safety Inspector/Deputy Fire Safety Official	$16.00
Public Works Laborer	$20.00
Special Law Enforcement Officer - Class 2	$21.00
Special Law Enforcement Officer - Class 1	$16.00

School Crossing Guard	$13.75
Police Matron (2 hour minimum call-out)	$14.50
Court Bailiff/Security Officer	$21.00
Office Assistant	$16.00
Recreation Summer Camp Coordinator	$18.00
Recreation Summer Camp Assistant Coordinator	$16.75
Recreation Program Coordinator	$14.25 - $16.50
Recreation Program Assistant Coordinator	$13.00 - $14.25
Recreation Supervisor	$9.00 - $12.50
Recreation Summer Camp Counselor	$7.75 - $8.50
Unclassified	$20.00

SECTION 6. The salary ranges and maximum hourly wage rates established in this Ordinance shall continue in effect until subsequently amended.

A. Salaries and wage rates for individual employees shall be authorized by Borough Council resolution within the salary ranges and maximum wage rates established in this Ordinance and unless provided otherwise shall be paid retroactively to January 1 of this calendar year on all earnings paid to date.

B. Annual salaries shall be prorated on a per diem basis and paid in accordance with established payroll procedures.

C. Hourly wages shall be earned on an hour-for-hour basis, in quarter-hour increments rounded to the nearest quarter-hour, and paid in accordance with established payroll procedures.

D. "Temporary" and "seasonal" employees shall be employed for a maximum period of six (6) months during which the employee shall be regularly scheduled to work a maximum of forty (40) hours per work-week.

E. "Part-time" employees shall be regularly scheduled to work less than thirty (30) hours per work-week.

SECTION 7. The provisions of this Ordinance shall be severable. If any section or provision shall be held invalid by any Court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, which shall remain in full force and effect.

SECTION 8. All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

SECTION 9. This Ordinance shall take effect, retroactive to January 1, 2016, after final passage and publication in accordance with the law.

Thomas O'Brien
Mayor

7/13/16
Date

Janine Gillis
Municipal Clerk

7-13-2016
Date

BOROUGH OF SPRING LAKE HEIGHTS

Resolution of the Borough Council authorizing 2016 salaries for designated Borough officials and employees within the previously established salary ranges.

Resolution No. R2016-139

WHEREAS, Borough Ordinance No. 2016-06 establishes maximum salaries and salary ranges for designated officials and employees for the year 2016 and provides that salaries and wage rates for individual employees, within the ranges and maximum rates established in the Ordinance, shall be authorized by Borough Council resolution; and

WHEREAS, the Mayor and Borough Council have reviewed the schedules included in this resolution which detail the specific salaries authorized.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spring Lake Heights, in the County of Monmouth, State of New Jersey as follows:

1. The designated elected officials shall be paid annual salaries in accordance with the following schedule for the calendar year **2016**:

Position / Title	Salary Maximum	Name	Salary Authorized
Mayor	$4,000. max.	Thomas O'Brien	$4,000.
Borough Council Member (eff. 1/26/16)	$3,000. max.	Arthur Herner	$3,000.
Borough Council Member	$3,000. max.	Sara King	$3,000.
Borough Council Member	$3,000. max.	Robert Merriken	$3,000.
Borough Council Member	$3,000. max.	James Shuler	$3,000.
Borough Council Member	$3,000. max.	Thomas Vorbach	$3,000.

2. The designated full-time and part-time statutory officials shall be paid annual salaries in accordance with the following schedule for the calendar year **2016**:

Position / Title	Salary Maximum	Name	Salary Authorized
Borough Clerk	$72,116. max.	Janine Gillis	$72,116.
Chief Financial Officer	$7,803. max.	Thomas Seaman	$7,650.
Tax Collector/Utility Collector	$10,404. max.	Thomas Seaman	$10,200.
Tax Assessor	$20,563. max.	Mitchell Elias	$20,563.

3. The designated full-time and part-time officials, managerial executives and confidential employees shall be paid annual salaries in accordance with the following schedule for the calendar year **2016**:

Position / Title	Salary Range	Name	Salary Authorized
Borough Administrator	$60,000. - $113,715.	Joseph Delaney	$113,715.
Police Chief	$128,000. - $150,858.	David Petriken	$150,858.
Public Works Director	$25,000. - $90,000.	Joseph May	$90,000.
Municipal Court Judge	$12,000. - $15,085.	Colin Quinn	$15,085.
Prosecutor	$12,000. - $13,260.	Ronald Sage	$13,260.
Fire Safety Official	$7,500. - $13,446.	Joseph Beliveau	$13,182.
Recreation Director	$2,500. - $5,826.	Shawn Heeter	$5,712.
Recycling Coordinator	$500. - $1,000.	Kevin Thompson	$1,000.
Registrar of Vital Statistics	$500. - $1,000.	Janine Gillis	$1,000.
Planning Board Secretary	$1,000. - $2,550.	Janine Gillis	$2,550.

Zoning Board of Adjustment Secretary	$1,000. - $2,550.	Janine Gillis	$2,550.
Board of Health Secretary	$500. - $1,250.	Mary Ellen Karamus	$1,250.
Deputy Registrar of Vital Statistics	$500. - $1,000.	Mary Ellen Karamus	$500.

4. The designated full-time and part-time employees shall be paid annual salaries in accordance with the following schedule for the calendar year **2016**:

Position / Title	Salary Range	Name	Salary Authorized
Deputy Tax/Utility Collector	$23,000. - $54,106.	Mary Ellen Karamus	$54,106.
Office Assistant/Administrative Aide	$21,500. - $61,916.	Catherine Francolino	$35,000.
Tax Assessment Field Assistant	$3,500. - $6,636.	Scott Imbriaco	$6,636.

5. The designated part-time, temporary, seasonal and hourly officials and employees shall be paid on an hour-for-hour basis, in quarter-hour increments rounded to the nearest quarter-hour, in accordance with the following schedule for the calendar year **2016**:

Position / Title	Wage Rate Maximum	Name	Wage Rate Authorized
Borough Engineer	$135.00 per hr. max.	Joseph May	$135.00 per hr.
Code Enforcement Officer	$28.00 per hr. max.	Neil Hamilton	$28.00 per hr.
Deputy Fire Safety Official	$16.00 per hr. max.	Michael Giblin	$16.00 per hr.
Police Matron (2 hr. min. call-out)	$14.50 per hr. max.	Grace DeBoer	$14.50 per hr.
Police Matron (2 hr. min. call-out)	$14.50 per hr. max.	Donna Graetz	$14.50 per hr.
Public Works Laborer	$20.00 per hr. max.	Steven Gioglio	$15.50 per hr.
Public Works Laborer	$20.00 per hr. max.	Timothy Munn	$15.50 per hr.
Public Works Laborer	$20.00 per hr. max.	Nicholas Giunta	$15.50 per hr.
Public Works Laborer	$20.00 per hr. max.	Anthony Spinosa	$15.50 per hr.

6. Unless otherwise noted, the salaries authorized above are effective retroactively to January 1, 2016.
7. Payments for longevity increments, educational incentives, and other authorized compensation shall be paid in accordance with Borough ordinance and established policy.
8. The Borough Administrator and CFO are authorized to adjust the salaries for changes in longevity increments and/or salary-scale step increases during the year on the appropriate employee anniversary date.
9. The Borough Clerk is directed to forward a certified copy of this resolution to the Borough Administrator and Chief Financial Officer.

Adopted: September 12, 2016

Janine Gillis

Janine Gillis, Borough Clerk