

**BOROUGH OF SPRING LAKE HEIGHTS**

**ORDINANCE NO. 2017-06**

**AN ORDINANCE OF THE BOROUGH OF SPRING LAKE HEIGHTS  
ESTABLISHING SALARIES AND WAGES FOR THE YEAR 2017**

**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 2017:

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 2017:

Borough Clerk.....	\$73,558
Chief Financial Officer .....	\$7,959
Tax Collector/Utility Collector .....	\$10,612
Tax Assessor .....	\$20,974

**SECTION 3.** Annual salary ranges are hereby established for the following officials, managerial executives and confidential employees for the calendar year 2017:

	<u>MINIMUM</u>	<u>MAXIMUM</u>
Borough Administrator .....	\$60,000	\$115,989
Police Chief.....	\$128,000	\$153,875
Public Works/Utilities Superintendent (or Director) .....	\$25,000	\$91,800
Municipal Court Judge.....	\$12,000	\$15,387
Prosecutor .....	\$12,000	\$13,525
Emergency Management Coordinator .....		\$3,000
Fire Safety Official .....	\$7,500	\$13,446
Recreation Director .....	\$2,500	\$5,943
Recycling Coordinator .....	\$500	\$1,020
Registrar of Vital Statistic/Deputy Registrar .....	\$500	\$1,020
Board of Health Secretary.....	\$500	\$1,275
Planning Board Secretary .....	\$1,000	\$2,601
Zoning Board of Adjustment Secretary .....	\$1,000	\$2,601

**SECTION 4.** Annual salary ranges are hereby established for the following designated employees for the calendar year 2017:

	<u>MINIMUM</u>	<u>MAXIMUM</u>
Deputy Tax/Utility Collector .....	\$23,000	\$55,188
Office Assistant/Administrative Aide.....	\$21,500	\$63,154
Tax Assessment Field Assistant.....	\$3,500	\$6,769

**SECTION 5.** Maximum hourly wage rates are hereby established for the following designated temporary, seasonal and part-time employees for the calendar year 2017:

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 .....	\$14.00
Police Matron (2 hour minimum call-out).....	\$14.50
Court Bailiff/Security Officer .....	\$21.00
Office Assistant.....	\$16.00
Recreation Summer Camp Coordinator.....	\$18.25
Recreation Summer Camp Assistant Coordinator .....	\$17.00
Recreation Program Coordinator .....	\$14.25 - \$16.75
Recreation Program Assistant Coordinator .....	\$13.00 - \$14.50
Recreation Supervisor.....	\$9.00 - \$12.75
Recreation Summer Camp Counselor.....	\$8.25 - \$9.00
Unclassified.....	\$20.00

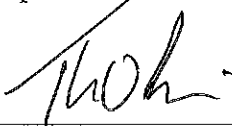
**SECTION 6.** The salary ranges and maximum hourly wage rates established in this Ordinance shall continue in effect until subsequently amended.

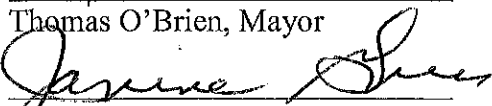
- A. Salaries and wage rates for individual employees shall be authorized by Borough Council resolution within the salary ranges and maximum wage rates established in this Ordinance and unless provided otherwise shall be paid retroactively to January 1 of this calendar year on all earnings paid to date.
- 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, 2017, after final passage and publication in accordance with the law.

  
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 Thomas O'Brien, Mayor

  
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 Janine Gillis, Borough Clerk

6-25-17  
 \_\_\_\_\_  
 Date

6-28-17  
 \_\_\_\_\_  
 Date

**BOROUGH OF SPRING LAKE HEIGHTS**

Resolution of the Borough Council authorizing 2017 salaries for designated  
Borough officials and employees within the previously established salary ranges.

**Resolution No. R2017-117**

WHEREAS, Borough Ordinance No. 2017-06 establishes maximum salaries and salary ranges for designated officials and employees for the year 2017 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:

- The designated elected officials shall be paid annual salaries in accordance with the following schedule for the calendar year 2017:

Position / Title	Salary Maximum	Name	Salary Authorized
Mayor	\$4,000. max.	Thomas O'Brien	\$4,000.
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.	Joseph Tompey	\$3,000.

- The designated full-time and part-time statutory officials shall be paid annual salaries in accordance with the following schedule for the calendar year 2017:

Position / Title	Salary Maximum	Name	Salary Authorized
Borough Clerk	\$73,558. max.	Janine Gillis	\$73,558.
Chief Financial Officer	\$7,959. max.	Thomas Seaman	\$7,959.
Tax Collector/Utility Collector	\$10,612. max.	Thomas Seaman	\$10,612.
Tax Assessor	\$20,974. max.	Mitchell Elias	\$20,974.

- 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 2017:

Position / Title	Salary Range	Name	Salary Authorized
Borough Administrator	\$60,000. - \$115,989.	Joseph Delaney	\$115,989.
Police Chief	\$128,000. - \$153,875.	David Petriken	\$153,875.
Public Works Director	\$25,000. - \$91,800.	Joseph May	\$91,800.
Municipal Court Judge	\$12,000. - \$15,387.	Colin Quinn	\$15,387.
Prosecutor	\$12,000. - \$13,525.	Ronald Sage	\$13,525.
Fire Safety Official	\$7,500. - \$13,446.	Joseph Beliveau	\$13,446.
Recreation Director	\$2,500. - \$5,943.	Shawn Heeter	\$5,943.
Recycling Coordinator	\$500. - \$1,020.	Kevin Thompson	\$1,020.
Registrar of Vital Statistics	\$500. - \$1,020.	Janine Gillis	\$1,020.
Board of Health Secretary	\$500. - \$1,275.	Mary Ellen Karamus	\$1,275.
Planning Board Secretary	\$1,000. - \$2,601.	Janine Gillis	\$2,601.

Zoning Board of Adjustment Secretary	\$1,000. - \$2,601.	Janine Gillis	\$2,601.
Deputy Registrar of Vital Statistics	\$500. - \$1,020.	Mary Ellen Karamus	\$510.

4. The designated full-time and part-time employees shall be paid annual salaries in accordance with the following schedule for the calendar year 2017:

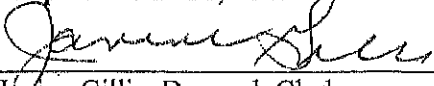
Position / Title	Salary Range	Name	Salary Authorized
Deputy Tax/Utility Collector	\$23,000. - \$55,188.	Mary Ellen Karamus	\$55,188.
Office Assistant/Administrative Aide	\$21,500. - \$63,154.	Catherine Francolino	\$35,700.
Tax Assessment Field Assistant	\$3,500. - \$6,769.	Scott Imbriaco	\$6,769.

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 2017:

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	\$18.00 per hr.
Public Works Laborer	\$20.00 per hr. max.	Timothy Munn	\$15.80 per hr.
Public Works Laborer	\$20.00 per hr. max.	Nicholas Giunta	\$15.80 per hr.

6. Unless otherwise noted, the salaries authorized above are effective retroactively to January 1, 2017.
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: June 26, 2017

  
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 Janine Gillis, Borough Clerk