

**BOROUGH OF OLD TAPPAN  
ORDINANCE NO. 1056-13**

**AN ORDINANCE TO FIX THE SALARIES, WAGE AND  
COMPENSATION OF THE OFFICERS AND EMPLOYEES  
OF THE BOROUGH OF OLD TAPPAN, COUNTY OF  
BERGEN, STATE OF NEW JERSEY FOR THE YEAR 2013**

**BE IT ORDAINED** by the Mayor and Council of the Borough of Old Tappan as follows:

**SECTION 1:** That the respective wage or compensation to be paid to the Officers and Employees of the Borough of Old Tappan to a maximum as follows:

A.	Mayor - per annum.....	\$ 7,125
B.	Council Person - per annum.....	4,845
C.	Administrator - per annum.....	70,000 – 115,000
D.	Borough Clerk – per annum.....	40,000 - 65,000
E.	Elections Clerk – per annum.....	425
F.	Deputy Borough Clerk - per annum.....	25,000 - 45,000
G.	Tax Assessor - per annum.....	13,000 - 17,000
H.	CFO/Tax Collector/Tax Search Officer/Sewer Utility Collector.....	70,000 -115,000 per annum
I.	Deputy Tax Collector - per annum .....	30,000 - 50,000
J.	Deputy Treasurer - per annum .....	30,000 - 50,000
K.	Accounts Payable Clerk – per annum .....	30,000 - 50,000
L.	Administrative Assistant (Part-time) per annum .....	15,000 - 25,000
M.	Registrar – per annum .....	1,000 – 2,000
N.	Deputy Registrar – per annum .....	500-1,000
O.	Accounting/Payroll Clerk (Part-time) - per annum.....	20,000 - 30,000
P.	Insurance Commissioner - per annum .....	200 – 1,000
Q.	Asst. Insurance Commissioner - per annum .....	100 - 500
R.	Grant Recycling Coordinator - per annum.....	500 – 2,000
S.	Municipal Judge - per annum .....	7,000 - 11,000
	• Additional Court Sessions in excess of twelve (12) .....	\$302 per session
T.	Deputy Court Clerk – per annum.....	1,667 – 9,000
U.	Borough Prosecutor - per Court Session.....	388
V.	Building Department Technical Assistant (Part-time) – per annum.....	20,000 - 40,000
W.	Construction Code Officials:	
	• Construction Sub-Code - per annum.....	20,000 - 40,000
	• Building Inspector - per annum.....	8,000 - 12,000
	• Fire - per annum.....	6,000 - 9,000
	• Plumbing - per annum.....	7,000 - 11,000
	• Electrical Inspector – per annum.....	8,000 - 12,000



**DD. Police: Hired on or after 7/1/11 –**

- Captain .....\$138,305
- Lieutenant.....127,304
- Sergeant.....118,800
- Patrol Officer 10<sup>th</sup> Year – per annum.....108,731
- Patrol Officer 9<sup>th</sup> Year – per annum.....100,277
- Patrol Officer 8<sup>th</sup> Year – per annum.....92,421
- Patrol Officer 7<sup>th</sup> Year – per annum.....85,179
- Patrol Officer 6<sup>th</sup> Year – per annum.....78,146
- Patrol Officer 5<sup>th</sup> Year – per annum.....70,086
- Patrol Officer 4<sup>th</sup> Year – per annum.....62,577
- Patrol Officer 3<sup>rd</sup> Year – per annum.....55,378
- Patrol Officer 2<sup>nd</sup> Year – per annum.....48,576
- Patrol Officer 1<sup>st</sup> Year – per annum.....42,240
- Probationary Grade 1 – per annum .....36,414

\*\* Effective July 1, 2011 for employees hired on or after that date, two additional Patrol Officer steps have been added to the salary and wages appendix, increasing Patrol Officer steps from 8 to 10. All patrol steps have been adjusted accordingly.

- Police Steno/Typist - per annum.....25,000 – 45,000
- Emergency Management Coordinator - per annum ..... 500 – 1,000
- Animal Control Person - per annum .....2,500 – 5,000

EE. **Social Services Director** - per annum..... 5,000 - 7,000

FF. **Recreation Director** - per annum .....25,000 – 30,000

GG. Day Camp: Salary Ranges - per annum

- Camp Director (One) ..... 869-1,331
- Assistant Director (Each) ..... 490-710
- Team Leaders (Each full session) .....551
- Counselors (Each)..... 324-597

HH. **Department of Public Works: Hired on or before 12/31/05**

- \*Superintendent - per annum. ....\$119,152

II. **Golf Course:**

- \*Golf Course Superintendent - per annum .....\$80,500 – 110,000
  - Golf Play Supervisor - per annum.....63,290
  - Golf Course Foreman - per annum .....82,082
- (\*Inclusive of Longevity\*)

**JJ. Fire Department:**

- Engineer - per annum .....\$1,843
- Fire Official - per annum .....4132
- Fire Inspectors - per annum.....8,263
- Firefighter Clothing Allowance (each) ..... \$50 to \$500
- Fire Dept. LOSAP Coordinators (each) .....200
- Fire Chief Stipend – per annum .....1,500
- Asst. Fire Chief Stipend – per annum .....1,100
- Fire Captain Stipend – per annum .....750
- Fire Lieutenant Stipend – per annum .....550

**SECTION 2:** That the wage of compensation hereinbefore mentioned shall be paid bi-weekly on Friday for a total of 26 pay rolls.

**SECTION 3:** Longevity Pay

- A. Employees hired prior to January 1, 1981: Upon completion of three (3) years of employment, all full-time employees of the Borough shall be paid 1-1/2 percent longevity pay and the same percentage of payment for each three (3) years of employment thereafter of employment, up to a maximum of ten (10) percent.
- B. Employees hired after January 1, 1981 and before January1, 1999: Upon completion of six (6) years of employment, all full-time employees of the Borough shall be paid three (3) percent longevity. Thence, one and one-half (1-1/2) percent of each three (3) years thereafter of employment up to a maximum of ten (10) percent.
- C. All adjustments made in regard to longevity shall occur on either the first day of January when the employee's anniversary date occurs between January 1st and June 30th or on the first day of July when their anniversary occurs between July 1st and December 31st in the year of entitlement.

**SECTION 4:** All Police Personnel covered by collective bargaining agreement will be entitled to shift differential equal to 5% of their gross annual salary.

**SECTION 5:** Overtime - All full-time employees, other than those designated as Department Heads will be paid at the rate of time and one-half (1-1/2), or double time as per DPW policy.

**SECTION 6:** The rate of compensation of employees serving on an hourly and daily basis shall be as follows:

- A. School Marshalls - per duty period ..... \$14 to 25.00
- B. School Marshall Traffic Director - per duty period ..... 15 to 26.00
- C. Church Traffic - per post per day .....106.81
- D. Public Works Employees part-time per hour ..... \$9.25 to \$20.40

E.	Golf Course Employees part-time per hour .....	\$9.25 to \$25.00
F.	Recycling - part-time per hour .....	9.25 to 20.40
G.	Secretary/Stenographer/Typist/File Clerk per hour .....	\$7.25 to \$25.00
H.	Deputy Court Clerk - per hour .....	\$15.25 to \$19.00
I.	Sub-Code Officials - per hour .....	\$19 to \$35.00
J.	Deputy Zoning Officer - per hour .....	19 to 35.00
K.	Violations Clerk – per hour.....	15.25 to 19.00
L.	Sound Recorder – per hour .....	15.25 to 19.00
M.	Golf Course Employees part-time-weekend/holiday work per hour.....	20.91

**SECTION 7:** That the rate of compensation hereinbefore listed shall be paid to each and every employee as set forth above, upon presentation of the properly signed payroll voucher submitted and approved by the Mayor and Council.

**SECTION 8:** Tuition Support - That tuition support up to sixty (60) percent to a maximum of five hundred (\$500) dollars of tuition expenses in any single calendar year for work oriented formal education in training will be payable to a full-time Municipal Employee upon completion of a formal educational or training program and, further, on obtaining a final minimum grade of seventy (70) percent, subject to approval of the Mayor and Council.

Tuition for State mandated training or education shall be reimbursed at 100 percent upon completion with a final minimum grade of seventy (70) percent.

**SECTION 9:** All ordinances inconsistent with this Ordinance are hereby repealed.

**SECTION 10:** This Ordinance shall take effect when published according to law and a Public Hearing held as required by Law, and shall be retroactive to January 1, 2013.