

**BOROUGH OF OLD TAPPAN
ORDINANCE NO. 1066-14**

**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 2014**

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.....	\$ 7,750
B.	Council Person - per annum.....	5,750
C.	Administrator - per annum.....	70,000 – 125,000
D.	Borough Clerk – per annum.....	40,000 - 65,000
E.	Elections Clerk – per annum.....	425
	• Additional special elections	212.50
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 -125,000 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 - 32,000
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)	\$308 per session
T.	Deputy Court Clerk – per annum.....	1,667 – 9,000
U.	Borough Prosecutor - per Court Session.....	396
	Additional Court Session	200
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

- X. Zoning/Property Maintenance Official -per annum..... 7,000 - 11,000
- Y. Land Use Administrator – per annum..... 17,000 - 23,000
- ZZ. Annual Travel Allowance – per annum300 – 800
 Borough Administrator, Borough Clerk, Chief Financial Officer/Tax Collector,
 Tax Assessor, Social Services Director
- Z. Affordable Housing Secretary – per annum.....4,000 - 6,000
- AA. Recording Secretaries – per meeting.....100 - 500
 Environmental Commission, Golf Commission, Board of Health, Recreation
 Commission, Planning Board, Mayor and Council

BB. Police: Hired on or before 12/31/05

- **Chief - per annum\$178,631
- Captain - per annum.....141,071
- Lieutenant - per annum129,850
- Sergeant - per annum121,176
- Patrol Officer 5th Year - per annum110,906
- Patrol Officer 4th Year - per annum93,655
- Patrol Officer 3rd Year – per annum79,233
- Patrol Officer 2nd Year - per annum67,246
- Patrol Officer 1st Year - per annum.....57,301
- Probationary Grade 2 (7 months-1 year) - per annum.....47,983
- Probationary Grade 1 (0 – 6 months) - per annum.....43,086
- Detective Stipend.....1,000

(Inclusive of Holiday, Longevity & College Pay**)**

CC. Police: Hired on or after 1/1/06 –

- Captain\$141,071
- Lieutenant.....129,850
- Sergeant.....121,176
- Patrol Officer 8th Year – per annum.....110,906
- Patrol Officer 7th Year – per annum.....100,774
- Patrol Officer 6th Year – per annum.....91,567
- Patrol Officer 5th Year – per annum.....83,201
- Patrol Officer 4th Year – per annum.....75,602
- Patrol Officer 3rd Year – per annum.....68,694
- Patrol Officer 2nd Year – per annum62,417
- Patrol Officer 1st Year – per annum57,301
- Probationary Grade 2 (7 mo. To 1 yr) – per annum.....47,983
- Probationary Grade 1 (0 mo. To 6 mo.) - per annum.....43,086

Additional Pay for Degrees: Associates - 3% Base Salary
 Bachelors - 4% Base Salary
 Masters - 5% Base Salary

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

- Captain\$141,071
- Lieutenant.....129,850
- Sergeant.....121,176
- Patrol Officer 10th Year – per annum.....110,906
- Patrol Officer 9th Year – per annum.....102,283
- Patrol Officer 8th Year – per annum.....94,269
- Patrol Officer 7th Year – per annum.....86,883
- Patrol Officer 6th Year – per annum.....79,709
- Patrol Officer 5th Year – per annum.....71,488
- Patrol Officer 4th Year – per annum.....63,829
- Patrol Officer 3rd Year – per annum.....56,486
- Patrol Officer 2nd Year – per annum.....49,548
- Patrol Officer 1st Year – per annum.....43,085
- Probationary Grade 1 – per annum37,142

** 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 annum2,500 – 5,000

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

FF. Recreation Director - per annum25,000 – 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\$121,535
- Assistant Superintendent - per annum88,297
- Maintenance Workers:
- 5th Year - per annum81,186
- 4th Year - per annum75,325
- 3rd Year - per annum69,466
- 2nd Year - per annum.....63,607
- 1st Year - per annum.....57,747
- Probationary (1-12 Mos.) - per annum.....52,734
- Mechanics:
- 5th Year - per annum\$84,978
- 4th Year - per annum81,581
- 3rd Year - per annum79,258
- 2nd Year - per annum.....76,981
- 1st Year - per annum.....75,877
- Probationary (7-12 Months) - per annum.....55,055
- Probationary (1- 6 Months) - per annum.....53,587
- Sewer Maintenance Operator – per annum.....4,970
- Golf Course Foreman – per annum.....83,723

II. Department of Public Works: Hired on or after 1/1/06:

- Assistant Superintendent-per annum88,297
- Maintenance Workers:
- 8th Year – per annum.....\$81,186
- 7th Year – per annum.....77,348
- 6th Year – per annum.....73,672
- 5th Year - per annum70,169
- 4th Year – per annum.....66,832
- 3rd Year – per annum.....63,655
- 2nd Year – per annum60,630
- 1st Year – per annum57,747
- Probationary (1-12 months) - per annum52,734
- Mechanics:
- 8th Year – per annum.....\$84,978
- 7th Year – per annum.....80,570
- 6th Year – per annum.....76,304
- 5th Year – per annum.....72,264
- 4th Year – per annum.....68,438
- 3rd Year – per annum.....64,814
- 2nd Year – per annum61,383
- 1st Year – per annum58,134
- Probationary – (7 to 12 months) – per annum55,055

- Probationary – (1 to 6 months) - per annum53,587
 - Sewer Maintenance Operator – per annum.....4,970
 - Golf Course Foreman – per annum83,723
- ** Effective January 1, 2006, for employees hired on or after that date, three additional steps have been added to the salary guide. All steps have been adjusted accordingly.

JJ. Golf Course:

- *Golf Course Superintendent - per annum\$80,500 – 115,000
- Golf Play Supervisor - per annum.....64,556
(*Inclusive of Longevity*)

KK. Fire Department:

- Engineer - per annum\$1,880
- Fire Official - per annum4,214
- Fire Inspectors - per annum.....8,428
- Firefighter Clothing Allowance (each) \$50 to \$500
- Fire Dept. LOSAP Coordinators (each)200
- Fire Chief Stipend – per annum1,500
- Asst. Fire Chief Stipend – per annum1,100
- Fire Captain Stipend – per annum750
- Fire Lieutenant Stipend – per annum550

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 27.00
C.	Church Traffic - per post per day	108.95
D.	Public Works Employees part-time per hour	\$9.25 to \$20.81
E.	Golf Course Employees part-time per hour	\$9.25 to \$25.00
F.	Recycling - part-time per hour	9.25 to 20.81
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.....	21.33

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, 2014.