TOWNSHIP OF UPPER
CAPE MAY COUNTY
O R D I N A N C E

ORDINANCE NO. 017-2017

AN ORDINANCE ESTABLISHING SALARIES FOR THE TOWNSHIP OF UPPER FOR THE CALENDAR YEAR 2018

BE IT ORDAINED by the Township Committee of the Township of Upper, in the County of Cape May and State of New Jersey, as follows:

SECTION 1: TITLE: This Ordinance shall be known as the Salary Ordinance of 2018.

SECTION 2: SALARIES: Salaries for the various officials and employees of the Township of Upper for the calendar year 2018 shall be as follows:

POSITION (P/T denotes "Part-Time Position")	MINIMUM	MAXIMUM - 2018
A. ADMINISTRATIVE/REVENUE AND FINANCE:		
Mayor	$3,750.00	$5,000.00
Township Committeeman	7,000.00	11,250.00
Township Tax Assessor	7,500.00	80,000.00
Deputy Tax Assessor	No Min.	550.00
Township Tax Collector	15,000.00	80,000.00
Deputy Tax Collector	No Min.	550.00
Township Clerk	15,000.00	80,000.00
Deputy Township Clerk (P/T)	525.00	2,000.00
Township Administrator	12,500.00	80,000.00
Keyboarding Clerk 2	15,000.00	65,000.00
Keyboarding Clerk 1	15,000.00	60,000.00
Keyboarding Clerk 1 (P/T)	5.75 Hr.	20.00 Hr.
Keyboarding Clerk 1 (MAC)	No Min	4,950.00
Township Engineer	50,000.00	115,000.00
Chief Financial Officer	42,000.00	80,000.00
Purchasing Agent	35.00 Hr.	45.00 Hr.
Purchasing Agent/QPA	2,000.00	5,000.00
Assistant Finance Officer	No Min.	550.00
Registrar of Vital Statistics/CMR(P/T)	No Min.	5,000.00
Deputy Reg. Vital Statistics (P/T)	No Min.	3,000.00
Alt. Deputy Reg. Vital Statistics (P/T)	No Min.	3,000.00
Public Information Officer	No Min.	10,000.00
Data Information Coordinator/COOP	No Min.	3,500.00
Fund Commissioner	No Min.	2,000.00
Claims Coordinator	No Min.	2,000.00
Mun. Improvement Official (P/T)	No Min.	1,850.00
Tax Search Officer (P/T)	No Min.	1,850.00
Director of Public Asst. (P/T)	500.00	1,000.00
Personnel Officer (P/T)	No Min.	5,000.00
Asst. Personnel Officer (P/T)	No Min.	3,000.00
Computer Director	No Min.	1,500.00
Safety Coordinator	No Min.	3,500.00
Ass't Safety Coordinator	No Min.	1,500.00
Municipal Housing Liaison	No Min.	2,500.00
Floodplain Manager	No Min.	1,000.00
Passport Acceptance Agent	No Min.	500.00

B. MUNICIPAL COURT:

Municipal Judge (P/T)	15,000.00	50,000.00
Municipal Court Administrator	15,000.00	80,000.00
Deputy Mun. Court Administrator	15,000.00	68,000.00
Municipal Prosecutor (P/T)	No Min.	48,000.00
Court Attendant (P/T)	No Min.	$250.00 per session
Municipal Public Defender (P/T)	No Min.	25,000.00

C. CODE ENFORCEMENT/ZONING ENFORCEMENT:

Construction Official	15,000.00	98,000.00
Building Subcode Official (P/T)	2,500.00	6,769.00
Electrical Subcode Official (P/T)	9,500.00	35,000.00
Electrical Inspector (P/T)	9,500.00	30,000.00
Fire Sub-Code Off. (P/T)	2,500.00	4,900.00
Zoning Officer (P/T)	2,500.00	7,500.00
Deputy Zoning Officer	No Min.	550.00
Housing Officer/Code Enforce. (P/T)	2,500.00	7,500.00
Fire Prevention Official (P/T)	1,000.00	2,279.00
Plumbing Sub-Code Official (P/T)	No Min.	20,000.00
Plumbing Inspector (P/T)	No Min.	6,524.00
Fire Protection Subcode Official (P/T)	No Min.	15,000.00
Fire Protection Inspector (P/T)	No Min.	5,000.00
Temp. Const. Code/Building Subcode Official	No Min.	35.00/Hr.
Temp. Elect. Subcode Official/Inspector	No Min.	35.00/Hr.
Temp. Plumbing Subcode Official	No Min.	35.00/Hr.
Temp. Fire Protection Subcode Official	No Min.	35.00/Hr.
Keyboarding Clerk 1 (Construction)	12,000.00	60,000.00

D. PUBLIC SAFETY/EMERGENCY MANAGEMENT:

Mun. Emerg. Management Coor. (P/T)	No Min.	25,000.00
Coord. 911 Emerg. Response, RTK	No Min.	2,000.00
Deputy Right to Know	No Min.	1,500.00
Deputy Dir. Emerg. Mgt. (P/T)	No Min.	2,845.00
Asst. Emerg. Mgt. (P/T)	No Min.	900.00
Lifeguard, 1st yr. Seasonal		13.00 Hr.
Lifeguard, 2nd yr. Seasonal		13.50 Hr.
Lifeguard, 3rd yr. to 4th yr.		14.20 Hr.
Lifeguard, 5th yr. and higher		14.50 Hr.
Hr. Lifeguard E.M.T.		$4.00 Per Day
Captain Lifeguard Seasonal		26.00 Hr.
Lieutenant Lifeguard Seasonal		19.50 Hr.
Senior Lifeguard		16.25 Hr.
Emergency Medical Tech. –3 or more years	12,500.00	60,000.00
Emergency Medical Technician-2nd year	12,500.00	50,000.00
Emergency Medical Technician-1st year	12,500.00	45,000.00
Emergency Medical Technician (P/T)	No Min.	15.00 Hr. 1st Yr
Emergency Medical Technician (P/T)	No Min.	15.50 Hr. 2nd Yr
School Crossing Guard (P/T)		13.50 Hr.
Chief Emergency Medical Technician		80,000.00
Deputy Chief Emergency Medical Technician		75,000.00
Sr. Emergency Medical Technician		70,000.00
Supervising Emergency Medical Technician		72,000.00
Supervising Emergency Medical Technician (P/T)		Add'l $1.00/Hr.

E. PUBLIC WORKS/SPORTS AND RECREATIONAL PROGRAMS:

Superintendent of Public Works	No Min.	10,000.00
General Supervisor Public Works	12,500.00	88,000.00
Road Repairer Supervisor	12,500.00	88,000.00

Supervisor Sanitation	12,500.00	82,000.00
Road Repairer 3	12,500.00	82,000.00
Supervisor Equipment Operator	12,500.00	75,000.00
Supervisor Maintenance Repairer	12,500.00	75,000.00
Maintenance Supervisor, Grounds	12,500.00	75,000.00
Sr. Carpenter (0-9 yrs.)	20,000.00	54,443.00
Sr. Carpenter (10 or more yrs.)	20,000.00	55,939.00
Carpenter (0-9 yrs.)	12,500.00	52,945.00
Carpenter (10 or more yrs.)	12,500.00	54,443.00
Carpenter's Helper	12,500.00	52,945.00
Senior Mechanic (0-9 yrs.)	12,500.00	56,473.00
Senior Mechanic (10 or more yrs.)	12,500.00	57,972.00
Mechanic (0-9 yrs.)	12,500.00	53,941.00
Mechanic (10 or more yrs.)	12,500.00	55,438.00
Mechanics Helper (0-9 yrs.)	12,500.00	51,772.00
Mechanics Helper (10 or more yrs.)	12,500.00	53,270.00
Equipment Operator (0-9yrs.)	12,500.00	52,945.00
Equipment Operator (10 or more yrs.)	12,500.00	54,443.00
Truck Driver, Heavy	12,500.00	52,945.00
Truck Driver (0-9 yrs.)	12,500.00	51,687.00
Truck Driver (10 or more yrs.)	12,500.00	53,186.00
Laborer 1, 1st year	12,500.00	40,345.00
Laborer 1, 2nd year	12,500.00	42,467.00
Laborer 1, 3rd year	12,500.00	44,589.00
Laborer 1, 4th year	12,500.00	46,713.00
Laborer 1, 5th year	12,500.00	48,837.00
Laborer 1 (6-9 yrs.)	12,500.00	50,458.00
Laborer 1 (10 or more yrs.)	12,500.00	51,955.00
Laborer 1 (P/T)	5.00 Hr.	12.50 Hr.
Sr. Sanitation Inspector	12,500.00	54,443.00
Sanitation Inspector (0-9 yrs.)	12,500.00	52,945.00
Sanitation Inspector (10 or more yrs.)	12,500.00	54,443.00
Recycling Laborer	10,400.00	46,675.00
Recycling Coordinator (P/T)	No Min.	5,698.00
Recycling Program Aide	No Min.	2,500.00
Assistant Recycling Coordinator (P/T)	No Min.	2,849.00
Building Maintenance Worker	22,000.00	38,223.00
Recreational Program Coordinator	15,500.00	70,000.00
Maint. Worker 2, Grounds (0-9 yrs.)	11,500.00	52,945.00
Maint. Worker 2, Grds (10 or more yrs.)	11,500.00	54,443.00
Maintenance Repairer (0-9 yrs.)	10,500.00	52,945.00
Maintenance Repairer (10 or more yrs.)	10,500.00	54,443.00
Maint. Worker 1, Grounds (0-9 yrs.)	10,500.00	51,687.00
Maint. Worker 1, Grds (10 or more yrs.)	10,500.00	53,186.00
Recreation Aide	9,500.00	48,499.00
Recreation Aide (P/T)	5.00/Hour	12.50/Hour
Beach Sweeper (Seasonal)	5.00/Hour	12.50/Hour
Playground Safety Inspector	500.00	1,000.00
Beach Inspector	No Min.	4,000.00
Boat Ramp Attendant	No Min.	12.50 Hr.
Skate Park Attendant	No Min.	12.50 Hr.
Recreation Advisory Bd. Secretary (P/T)	No Min.	2,200.00
Keyboarding Clerk 1 (Recreation)	12,500.00	55,000.00
Keyboarding Clerk 2 (Recreation)	12,500.00	65,000.00

F. BOARD OF HEALTH/ZONING BOARD/PLANNING BOARD:

Secretary Planning Board (P/T)	42,000.00
Per Meeting	100.00
Secretary Zoning Board of Adjustment (P/T)	42,000.00
Per Meeting	100.00
Secretary Board of Health (P/T)	550.00

G. TOWNSHIP COMMITTEE MEETING ATTENDANCE: The Township Clerk and the Chief Financial Officer, in lieu of receiving compensatory time for attendance at meetings during non-business hours will receive $100.00 per meeting.

H. MILEAGE: The standard rate per mile in accordance with I.R.S. regulations.

I. GIFT CARD AWARD OR BONUS: In addition to the salary set forth in this Ordinance, the Township Committee may award any employee as a bonus a gift card or gift cards not to exceed a total amount of $200.00 for the year. Said award shall be by approval of the Township Committee setting forth the amount and type of the gift card bonus. In addition to a gift card bonus, the Township Committee may award certain employees a bonus for additional work not to exceed a total amount of $5,000.00 for the year. Said bonus shall be by resolution of the Township Committee setting forth the amount of the bonus.

J. EDUCATIONAL CERTIFICATION PAY RAISE: In addition to the salary set forth in this Ordinance upon resolution of the Township Committee, the Township Committee may give an increase in salary of $1,000.00 to any employee that has satisfied educational certification requirements for his or her position in accordance with current Township policy. The Township Committee shall by resolution fix the pay increase in this regard and certify that the employee has satisfied the educational certification requirement.

K. ADDITIONAL PAY TO CREW OF SANITATION VEHICLES: Laborers employed in the collection of trash and assigned to the rear of a trash truck shall, in addition to any other compensation payable pursuant to this Ordinance, receive an additional sum to be known as "Hazardous Duty Pay", which shall be payable at the rate of $.25 per hour.

L. ADDITIONAL PAY TO EMERGENCY MEDICAL TECHNICIANS (EMTs): The most senior Emergency Medical Technician assigned to a shift where a supervisory employee is not also assigned to that shift, in addition to any other compensation payable pursuant to this Ordinance, shall receive an additional sum to be known as "Officer in Charge Pay", which shall be payable at the rate of $.50 per hour.

SECTION 3: LONGEVITY: In addition to the compensation and benefits otherwise payable, certain employees shall be paid an additional sum based on longevity. Any payment based on longevity shall be in accordance with the following schedule:

YEARS OF SERVICE	AMOUNT OF INCREASE BASED ON LONGEVITY
After 5 years	**2%**
After 10 years	**4%**
After 15 years	**6%**
After 20 years	**8%**
After 25 years	**10%**

SECTION 3A: RESTRICTIONS ON LONGEVITY PAYMENTS: Notwithstanding the provisions of Section 3 hereof, a longevity payment or longevity bonus to any single official, officer or employee of the Township of Upper shall not exceed the sum of Three Thousand ($3,000.00) Dollars. If, as of January 1, 1997, any such official, officer or employee of the Township of Upper was entitled to a longevity payment in excess of Three Thousand ($3,000.00) Dollars, then such individual shall be entitled to receive the amount to which he or she would have been entitled as of January 1, 1997 and each such official, officer or employee shall thereafter, in all subsequent years, receive a longevity payment or bonus in the amount paid as of January 1, 1997. In no event shall the amount of longevity payments exceed the sum of Three Thousand ($3,000.00) Dollars, except for those individuals who are entitled to receive in excess of Three Thousand ($3,000.00) Dollars as of January 1, 1997 and all such individuals shall in 1997 and all succeeding years be restricted to a payment which does not exceed that which was payable on January 1, 1997.

SECTION 3B: LONGEVITY PAY ABOLISHED FOR CERTAIN EMPLOYEES: Any official, officer or employee who was employed by the Township of Upper on or after January 1, 1996 shall not be entitled to any longevity payment. Longevity pay is abolished for any and all officials, officers and employees hired on or subsequent to that date.

SECTION 4: RESOLUTION AS TO SALARIES: The salaries set forth in this Ordinance are the maximum salaries to be paid for the various positions during 2018 and for such period or periods as this Ordinance shall remain in effect. Such maximum salaries shall be paid for each of the positions indicated unless the Township Committee, by Resolution shall fix a lesser salary, in which event such lesser amount shall be paid.

SECTION 5: EFFECTIVE DATE OF PAYMENT: All salaries authorized by this Ordinance shall be paid commencing as follows:

(A) As of January 1, 2018 for all officials, officers and employees of the Township who were employed or appointed as of December 31, 2018. For those officials, officers and employees appointed at the Reorganization Meeting of the Township Committee, such persons shall be deemed appointed and employed by the Township as of January 1, 2018. This provision shall not apply to members of a Collective Bargaining Unit.

(B) The payment of any salary increment and longevity payment for members of a Collective Bargaining Unit shall be made in accordance with the provisions of the Collective Bargaining Agreement currently in effect, any other provisions herein to the contrary notwithstanding.

(C) Upon the effective date of appointment for all officers and employees appointed subsequent to January 1, 2018.

(D) Any salary increases provided for in this Ordinance shall not apply to any official, officer or employee of the Township who has resigned or otherwise terminated his or her employment with the Township of Upper prior to the effective date of this Ordinance.

SECTION 6: REPEALER: All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION 7: SEVERABILITY: If any section, subsection, paragraph, sentence or other part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance, but shall be confined in its effects to the section, subsection, paragraph, sentence or other part of this Ordinance directly involved in the controversy in which said judgment shall have been rendered and all other provisions of this Ordinance shall remain in full force and effect.

SECTION 8: EFFECTIVE DATE: This Ordinance shall take effect immediately upon passage and publication as required by law.

ATTEST:

BARBARA L. YOUNG, Mun. Clerk

RICHARD PALOMBO, Mayor

NOTICE IS HEREBY GIVEN THAT THE FOREGOING ORDINANCE WAS INTRODUCED FOR FIRST READING AT A MEETING OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UPPER HELD ON THE **20th DAY OF NOVEMBER, 2017** AND WILL BE TAKEN UP FOR CONSIDERATION AS TO FINAL ADOPTION AT A PUBLIC HEARING OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UPPER TO BE HELD ON THE **18th DAY OF DECEMBER, 2017** AT 7:30 P.M. AT THE TOWNSHIP HALL, TUCKAHOE, NEW JERSEY.

BY ORDER OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UPPER.

BARBARA L. YOUNG, TOWNSHIP CLERK
TOWNSHIP OF UPPER

Legislative History:

Introduced: November 20, 2017

Publication: November 27, 2017

Newspaper(s): The Press of Atlantic City

Public Hearing: December 18, 2017

Final Adoption: December 18, 2017

Publication: December 21, 2017

I certify that the foregoing Ordinance was finally adopted by the Township Committee of the Township of Upper on December 18, 2017, and notice of adoption was thereafter published pursuant to law in The Press of Atlantic City on December 21, 2017.

BARBARA L. YOUNG, Township Clerk