ORDINANCE NO. 2107-14

AN ORDINANCE TO FIX THE 2014 SALARIES, WAGES AND COMPENSATION OF THE EMPLOYEES OF THE BOROUGH OF HAWTHORNE, COUNTY OF PASSAIC AND STATE OF NEW JERSEY.

The Municipal Council of the Borough of Hawthorne in the County of Passaic and the State of New Jersey, do ordain as follows:

Section 1. The following shall be the maximum salaries of the employees of the Borough of Hawthorne and such salaries shall be paid bi-weekly. When an Employee has scheduled a vacation and during an earned period of such vacation a regular payday would occur, then such Employee may receive a pay check for the payday prior to the commencement of the vacation period, provided such advance payment is approved by the Director of the respective department. Upon any employee leaving the employ of the Borough of Hawthorne, salary will be adjusted to actual days worked.

SALARY ORDINANCE 2014

Position/Title	2014
Mayor	7,500.00
Council President	5,000.00
Council	4,000.00
Borough Clerk/Election Official/Assessment Search Officer	61,200.00
Deputy Borough Clerk	34,103.00
Business Administrator	132,500.00
Administrative Assistant/Confidential	53,522.00
Borough Attorney	52,179.00
Administrative Assistant	39,677.00
Clerk - Level 4	39,677.00
Clerk - Level 3	36,864.00
Clerk - Level 2	31,615.00
Clerk - Level 1	28,091.00
Director of Finance	2,611.00
Treasurer/Chief Financial Officer	93,381.00
Deputy Treasurer	54,583.00
Tax Collector/Collector of Rents/Tax Search Officer	56,572.00
Deputy Tax Collector	44,611.00
Tax Assessor	24,356.00
Construction Official/Building Sub-Code/Zoning Administrator.	73,608.00
Sub-Code Official Assistant/Building	9,104.00
Sub-Code Official/Electrical	11,589.00
Sub-Code Official/Plumbing	12,964.00
Sub-Code Official/Fire	11,083.00
Expedited Inspect./Review	30.00
Extra Duty Inspection/Review (per hour)	30.00
Fair Housing Officer	2,500.00
Zoning Inspector (per hour)	21.50
Chief, Fire Prevention Bureau	56,901.00
Fire/Housing Inspector (per hour)	22.37
Local Code Enforcement	43,369.00
Local Code Inspector(per hour)	14.96
Secretary Board of Health/Registrar Vit Stat	41,553.00
Sanitary Inspector/Reporting Officer P/T	21,108.00
Public Health Nurse (per hour)	32.47
Health Doctor	2,000.00
Fire Chief	14,000.00
Clerk, Board of Fire Commissioners (per hour)	13.50
Chief of Police	135,902.00
Captain	131,833.00

Lieutenant	124,066.00
Sergeant	116,296.00
Patrolman (5 yrs) (prior to 2000)	108,539.00
Patrolman (7 yrs) (prior to 11/1/07)	108,539.00
Patrolman (6 yrs) (prior to 11/1/07)	98,788.00
Patrolman (5 yrs) (prior to 11/1/07)	89,038.00
Patrolman (4 yr) (prior to 11/1/07)	79,291.00
Patrolman (3 yr) (prior to 11/1/07)	69,544.00
Patrolman (2 yr) (prior to 11/1/07)	59,797.00
Patrolman (1 yr) (prior to 11/1/07)	50,046.00
Patrolman (Starting Minimum) (prior to 11/1/07)	41,880.00
Patrolman (8 yrs) (after 11/1/07)	108,539.00
Patrolman (7 yrs) (after 11/1/07)	100,009.00
Patrolman (6 yrs) (after 11/1/07)	91,449.00
Patrolman (5 yrs) (after 11/1/07)	83,962.00
Patrolman (4 yrs) (after 11/1/07)	74,324.00
Patrolman (3 yrs) (after 11/1/07)	65,763.00
Patrolman (2 yrs) (after 11/1/07)	57,200.00
Patrolman (1 yrs) (after 11/1/07)	48,638.00
Patrolman (Starting Minimum) (after 11/1/07)	40,077.00
Patrolman (9yrs) (after 1/1/12)	108,539.00
Patrolman (8 yrs) (after 1/1/12)	100,926.00
Patrolman (7 yrs) (after 1/1/12)	93,320.00
Patrolman (6 yrs) (after 1/1/12)	85,714.00
Patrolman (5 yrs) (after 1/1/12)	78,108.00
Patrolman (4 yrs) (after 1/1/12)	70,502.00
Patrolman (3 yrs) (after 1/1/12)	62,895.00
Patrolman (2 yrs) (after 1/1/12)	55,289.00
Patrolman (1 yrs) (after 1/1/12)	47,683.00
Patrolman (Starting Minimum) (after 1/1/12)	40,077.00
Secretary – Emergency Management	1,000.00
Deputy Secretary – Emergency Management	500.00
Police Clerk	34,172.00
Civilian Dispatcher	34,680.00
Crossing Guards (per hour)	15.39
Magistrate	40,146.00
Court Clerk - Administrator	49,000.00
Deputy Court Administrator	36,762.00
Prosecutor	31,391.00
Public Defender (per monthly session)	300.00
Court Security P/T (per hour)	15.61
Attorney/Secretary - Planning Board	23,378.00
Attorney/Secretary - Board of Adjustment	21,403.00
DPW Administrative Coordinator	45,101.00
Recycling Pick-up/Part-time (per hour)	13.00
Recycling Center Attendant	12.50
Municipal Building Custodian (per hour)	12.24
Director of Public Works	113,549.00
Superintendent – Public Works	79,576.00
Foreman- Rd/Swr/Recy/ShTr/Water/Dis (prior to 8/1/06)	70,428.00
Foreman Cl/2 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06)	70,428.00
Foreman Cl/1 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06)	69,031.00
Foreman Cl/0 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06)	67,629.00
Serviceman Class1 Rd/Swr/Recy/ShTr/Water/Dis(prior 8/1/06).	65,420.00
Serviceman Class2 Rd/Swr/Recy/ShTr/Water/Dis(prior 8/1/06).	57,583.00
Serviceman Class3 Rd/Swr/Recy/ShTr/Water/Dis(prior 8/1/06).	50,333.00
Serviceman Class6 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06).	65,420.00
Serviceman Class5 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06).	62,172.00
Serviceman Class4 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06).	58,925.00
Serviceman Class3 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06).	55,681.00
Serviceman Class2 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06).	52,435.00

Serviceman Class1 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06).	49,188.00
Serviceman Class0 Rd/Swr/Recy/ShTr/Water/Dis (after 8/1/06).	44,642.00
Operator/Maintenance Class 1 (prior to 8/1/06)……..	58,182.00
Operator/Maintenance Class 6 (after 8/1/06)……..	58,182.00
Operator/Maintenance Class 5 (after 8/1/06)……..	55,875.00
Operator/Maintenance Class 4 (after 8/1/06)……..	53,567.00
Operator/Maintenance Class 3 (after 8/1/06)……..	51,260.00
Operator/Maintenance Class 2 (after 8/1/06)……..	48,952.00
Operator/Maintenance Class 1 (after 8/1/06)……..	46,646.00
Operator/Maintenance Class 0 (after 8/1/06)……..	43,184.00
Serviceman/Mechanic Class 6 (after 8/1/06)…….	68,015.00
Serviceman/Mechanic Class 5 (after 8/1/06)……..	65,989.00
Serviceman/Mechanic Class 4 (after 8/1/06)……..	63,965.00
Serviceman/Mechanic Class 3 (after 8/1/06)……..	61,927.00
Serviceman/Mechanic Class 2 (after 8/1/06)……..	59,916.00
Serviceman/Mechanic Class 1 (after 8/1/06)……..	57,887.00
Serviceman/Mechanic Class 0 (after 8/1/06)……..	55,861.00
Maintenance Person – Fields/Leaves (per hour)……..	12.00
Seasonal CDL Driver P/T (per hour)……	15.00
Compliance/Education/Training Manager……	42,215.00
Municipal Alliance Coordinator……	1,800.00
Director/Secretary Board of Recreation……..	11,906.00
Pool Manager……..	12,500.00
Assistant Pool Manager……..	8,000.00
Lifeguard (per hour 40 hours) ……	13.50
Badge Seller - Swimming Pool (per hour)……..	10.00
Program Director - Recreation (per week)……..	400.00
Supervisor - Arts & Crafts (per week)……..	270.00
Summer Assistant Program Director (per week)……	270.00
Summer Counselor (per hour)……	8.25
Dance Director (per session)……..	32.50
Tennis Director (per hour)……	15.00
Supervisor of Umpires (per week)……..	166.75
Supervisor of Referees (per week)……	95.00
Referees/Basketball League (per game)……..	30.00
Umpires Baseball (per game)……..	45.00
Referees/Soccer (per game)……..	50.00
Referees/Wrestling (per match)……..	27.00
Director, Special Recreation Program (per session)……..	53.75
Aerobics Instructor (per session)……..	53.75

Section 2. There shall be paid to all Borough Volunteer Firefighters who are certified as having met annually the attendance standards established in the Fire Department Ordinance, $439.00 annually as a clothing allowance. Qualified retired firemen may receive $179.00. Firematic officers shall receive the following additional sums: Assistant Fire Chiefs an additional sum of $676.00, Captains $211.00, Lieutenants $149.00, per annum for performing clerical duties and attending meetings in connection with their duties.

Section 3. There shall be paid to all William B. Mawhinney Memorial Ambulance Corps members who attend at least 52 meetings for ambulance duty in the current year and who have been certified as having met the requirement hereof and approved by the Mayor $153.00 annually as a clothing allowance.

Section 4. Members of the Police Department shall receive longevity as follows: Five through seven years, two percent (2%), (excepting patrolmen hired after 1/1/2000); eight through ten years, four percent (4%); eleven through fifteen years, six percent (6%); sixteen through twenty years, eight percent (8%); twenty-one through twenty-four years, nine percent (9%); twenty-five and over, ten percent (10%). All Patrolman working eight and on-half hour per day in the Police Department (exclusive of superior officers) shall receive overtime compensation at the rate of one and one-half times the normal hourly rate for working time in excess of eight and one-half (8 ½) hours per day, or forty-two and one-half (42 ½) hours per week to be calculated as follows:

A. 0-30 minutes - no compensation
31-45 minutes - .25 hour compensation
46-60 minutes - .50 hour compensation
Over 60 minutes, each 15 minutes or part thereof shall constitute .25 hour for compensation.

B. All Police Personnel working twelve (12) hours per day shall receive over-time compensation at the rate of one and one-half (1 ½) times the normal hourly rate for working time in excess of twelve hours (12) per day to be calculated as follows:

C. 0-60 minutes – no compensation
Over 60 minutes, each 15 minutes or part thereof shall constitute .25 hour for compensation

D. Any overtime worked contiguous to the patrolman's regular tour of duty shall be compensated at the time and one-half rate. If an officer is required to appear in any court or forum on his day off, which arises from the performance of his duties, he shall receive a guaranteed one and one-half (1 ½) hours' pay at time and one-half. If this appearance is contiguous to his regular tour of duty, there shall be a minimum of one (1) hour at time and one-half. However, any officer may elect to receive cash or compensatory time off, at his sole discretion.

E. Personnel of all ranks assigned to detective functions by the Chief shall receive an annual allowance of one thousand five hundred ($1,500.00) dollars.

F. During the term of the PBA Contract dated January 1, 2012 through December 31, 2014 only, employees entitled to Patrol Step Guide Movement will continue to move to the next step per prior practice. The dollar value of said step movement shall be applied in stages. One-half (½) of the Step Guide Movement shall be paid when the step is achieved and the balance shall be added on the next succeeding January 1.

Section 5. All full-time salaried employees of the Department of Public Works, including Water Department Employees, shall receive longevity pay computed on base pay as follows: five through seven years, two percent (2%); eight through ten years, four percent (4%); eleven through fifteen years, six percent (6%); sixteen through nineteen years, eight percent (8%); twenty years through twenty-four years, nine percent (9%); twenty-five years and over, ten percent (10%).

A. Members of the Department of Public Works and the Water Department: all work performed in excess of eight (8) hours per day or forty (40) hours per week shall be considered overtime and shall be paid for on the basis of time and one-half (1 ½) hours and days.

B. Whenever an employee is required to work on a regularly scheduled holiday he shall receive one and one-half (1½)) times his regular rate of pay for each hour worked in addition to his regular pay for that holiday.

C. In the event that an employee is recalled to duty during his regularly scheduled time off, he shall be granted four (4) hours pay if there is not work or less than four (4) hours work to be performed at one and one-half (1 ½) times his regular pay. If the call-in assignment results in more than four (4) hours work and up to eight (8) hours work to be performed, pay shall be granted for all eight (8) hours pay at one and one-half (1 ½) times his regular rate of pay.

D. A shift differential of $.45 per hour shall be paid for the second shift (3:00 P.M. to 11:00 P.M.), and a differential of $.60 per hour shall be paid for the third shift (11:00 P.M. to 7:00 A.M.).

E. Any employee who obtains a New Jersey license necessary to operate a Borough utility system (C-3 sewer collection license, T-3 water treatment license, and/or W-3 water distribution license), and who serves licensed operator of record in responsible charge of that system, shall receive as part of base pay in addition to the salary for the title as provided in the Step Plan, the annual sum of $2,000 for each such license. The Borough reserves the right to require licenses for future

appointees to the titles of Water Foreman and Sewer Foreman. Any employee who obtains one of the above licenses but does not serve as the licensed operator of record shall receive as part of base pay, in addition to the salary for the for the title as provided in the Step Plan, the annual sum of $1,000.

F. In addition, seven employees identified in Addendum C of the contract who signed up to take courses to pursue these licenses as of 8/12/2004 shall, upon obtaining a C-2, T-2 or W-2 license (but only one) on the way to obtaining a C-3, T-3 or W-3 license, shall receive on a one-time basis one extra week of vacation plus a one-time bonus of $2,500 as compensation for the hours devoted to obtaining the license.

G. If an employee holds a New Jersey Recycling Coordinator's certificate and serves as the Boroughs Recycling Coordinator they shall receive the annual sum of $2,000.00.

Section 6. All full time employees (those working not less than thirty-two and one half (32 ½) hours per week hired prior to April 1, 1998, and thirty-five (35) hours per week for those hired after April 1, 1998) not covered by Section 4 or Section 5 of this ordinance shall receive longevity pay computed on base pay calculated from the date of the employee's appointment to a full-time position as follows: five through seven years, two percent (2%); eight through ten years, four percent (4%); eleven through fifteen years , six percent (6%); sixteen through nineteen years, eight percent (8%); twenty through twenty-four, nine percent (9%); twenty-five years and over, ten percent (10%).

Section 7. The Uniform Construction Code Official, after review of requests for expedited or extra duty inspections and reviews, may determine that any sub-code official or inspector may receive additional salary at the rate proscribed in Section 1 of the Salary Ordinance for this purpose.

Section 8. All ordinance and parts of ordinances inconsistent with the provision of this ordinance be and the same are hereby repealed, but only to the extent of such inconsistencies.

Section 9. This ordinance shall take effect twenty (20) days after final passage, provided notice of the same has been duly published all as required by law.

Frank E. Matthews, Council President

ATTEST:
Lori DiBella, RMC
Borough Clerk

NOTICE OF PENDING ORDINANCE

The ordinance published herewith was introduced and passed upon first reading at the regular meeting of the Municipal Council of the Borough of Hawthorne, in the County of Passaic, New Jersey, held on February 19, 2014. It will be further considered for final passage after public hearing thereon, at a meeting of said Municipal Council to be held in the Municipal Building, 445 Lafayette Avenue, in said Borough on March 19, 2014, at 7:00 P. M. at which time and place all interested members of the public who desire will be given an opportunity to be heard in connection with said Ordinance, and during the week prior to and up to and including the date of such meeting, copies of said Ordinance will be made available at the Clerk's Office in said Municipal Building to the members of the general public who shall request the same.

Lori DiBella, RMC, Borough Clerk

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF AN ORDINANCE ADOPTED BY THE MUNICIPAL COUNCIL OF THE BOROUGH OF HAWTHORNE AT A REGULAR MEETING ON MARCH 19, 2014.

ATTEST:

Lori DiBella, RMC Borough Clerk	Frank E. Matthews Council President

APPROVED:

Richard S. Goldberg, Mayor