

BOROUGH OF CLOSTER
BERGEN COUNTY
295 CLOSTER DOCK ROAD
CLOSTER, NEW JERSEY 07624-0569

LORETTA CASTANO, RMC
BOROUGH CLERK

ARLENE M. CORVELLI, RMC
DEPUTY BOROUGH CLERK



TEL: 201-784-0600 EXT. 432
FAX: 201-784-9721

boroclerk@closternj.us
www.closternj.us

Via E-mail: publicnotices@northjersey.com – 4 Pages

TO: The Record

DATE: July 15, 2016

FROM: Loretta Castano

RE: Introduction of Ordinance
No. 2016:1212

Attached is Introduction of Ordinance No. 2016:1212 for publication in The Record issue of July 19, 2016.

DO NOT PROVIDE AN AFFIDAVIT.

Loretta Castano

Borough Clerk

LC

Attachment

BOROUGH OF CLOSTER
NOTICE OF INTRODUCTION
ORDINANCE NO. 2016:1212

NOTICE IS HEREBY GIVEN that the following ordinance was introduced and passed on the first reading at a meeting of the Mayor and Council of the Borough of Closter held July 13, 2016, and that the said ordinance will be further considered for passage at the Regular Meeting of the Mayor and Council to be held on August 10, 2016, at 8:00 p.m., or as soon thereafter as the matter can be reached, at the Borough Hall, 295 Closter Dock Road, Closter, N.J., at which time and place all persons interested will be given the opportunity to be heard concerning same.

LORETTA CASTANO, Borough Clerk

AN ORDINANCE TO DETERMINE THE BASE RATE, AMOUNT, SALARIES, WAGES, COMPENSATION, AND THE METHOD OF PAYMENT THEREOF TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF CLOSTER FOR THE YEARS 2016 AND 2017 OR AS OTHERWISE NOTED

BE IT ORDAINED by the Mayor and Council of the Borough of Closter, Bergen County, State of New Jersey as follows:

SECTION 1.

A. The base rate of compensation of the persons holding any of the hereinafter-named offices and positions of employment, (1) whose compensation shall be on an annual or hourly basis, and which compensation shall be payable bi-monthly, monthly, or (2) whose compensation shall be on such other basis and which compensation shall be payable as hereinafter provided or as determined by resolution of the Mayor and Council of the Borough of Closter, is hereby fixed and determined to be set opposite the title of each of the hereinafter-named offices and positions of employment; provided, however, that whenever there shall be set forth a minimum and maximum rate of compensation, or a range for the payment of compensation, and persons holding such offices or positions of employment shall be compensated at such base annual or hourly or other rate, within such minimum and maximum range, as the Mayor and Council hereinafter by resolution determined.

B. Salary Schedule, per annum unless otherwise noted:

<u>Office or Position</u>	<u>Minimum</u>	<u>Maximum</u>
Administration		
Borough Administrator	\$ 50,000	\$100,000
Borough Administrator – P/T	30.00/Hr.	65.00/Hr.
Administrative Secretary	40,000	60,000
Borough Clerk/Assessment Search Officer	48,000	115,000
Deputy Borough Clerk	45,000	65,000
Deputy Borough Clerk – PT Hourly	30.00/Hr.	56.00/Hr.
Borough Clerk’s Assistant	25,000	50,000
Board/Commission Administrative Assistant	1,000	20,000
Board/Commission Administrative Assistant	\$90/meeting	\$120/meeting
IT Manager	5,000	20,000

Finance

Treasurer – Annual	10,000	25,000
Tax Collector/Tax Search Officer	41,000	80,000
Employee Benefits Clerk	3,000	20,000
Deputy Treasurer	25,000	42,000
Finance Clerk – COAH	4,000	7,000
Assistant to Tax Collector/Payroll	25,000	50,000
Finance Clerk P/T	17.00/Hr.	25.00/Hr.
Supervisor of Accounts	4,000	10,000
Chief Financial Officer	15,000	35,000
Tax Assessor	20,000	37,500
Assessor - Clerical Assistant F/T	10,000	50,000

Court

Municipal Court Judge	15,000	32,000
Court Administrator/Violations Clerk	29,000	67,500
Sound Recording Clerk - P/T	10.00/Hr.	17.50 /Hr.

Construction, Planning & Zoning

Zoning Officer	8,000	35,000
Property Maintenance Inspector – PT/Hourly	20.00/Hr.	30.00/Hr.
Code Enforcement Official (Trees)	35.00/Hr.	60.00/Hr.
Construction Code Official	15,000	50,000
Construction Code Official – P/T	25.00/Hr.	56.00/Hr.
Fire Sub Code Official	4,500	9,000
Building Inspector	3,000	8,500
Building Sub Code Official	5,000	22,000
Electrical Sub Code Official	8,000	20,000
Electrical Sub Code Official – P/T	37.02/Hr.	40.00/Hr.
Electrical Inspector	5,000	15,000
Plumbing Sub Code Official	8,000	26,000
Plumbing Inspector	3,000	8,000
Elevator Sub Code Official	1,400	4,000
Building Department Technical Assistant	10,000	52,000
Land Use Coordinator/Planning	10,000	20,000
Land Use Coordinator/Zoning	10,000	20,000
Land Use Coordinator – Special Meetings	120.00/Mtg.	
Vehicle Allowance	10.00	1,000

Public Works

Superintendent, D.P.W.	65,000	115,000
Storm Water Management	2,000	3,000
Waste Water License Holder – Level 1	1,000	2,000
Waste Water License Holder – Level 2	2,000	3,000
Indoor Air Quality	2,000	3,000
Pesticide License Holder	1,000	2,000
Recycling Coordinator/DPW Clerical	28,000	57,500
Temporary and/or Part Time – Hourly	10.00/Hr.	25.00/Hr.

Public Safety

Fire Prevention Official	9,000	20,000
Fire Prevention Inspector – Hourly	14.50/Hr.	27.00/Hr.
Police Chief	100,000	165,000
Civilian Records Clerk/Secretary	25,000	50,000
Emergency Management Coordinator	3,000	7,500
Deputy Emergency Management Coordinator	1,000	3,500
School Crossing Guards – Hourly	10.50/Hr.	19.00/Hr.
Police Matron	80.00	100.00

Recreation & Leisure Services

Recreation Director	22,000	36,000
Deputy Recreation Director	3,500	9,500
Deputy Recreation Director – Maintenance	3,500	9,500
Recreation Secretary	2,000	7,000
Recreation Aides – Hourly/Summer	8.50/Hr.	56.00/Hr.

Borough Attorney, Borough Engineer, Borough Auditor, Attorney for Planning Board, Attorney for Zoning Board of Adjustment, Prosecutor, and Public Defender shall be paid upon presentation of proper vouchers. Any position listed above may be converted to part-time by dividing the listed salary by 1,820, excepting the following positions: Police Chief, DPW Superintendent.

SECTION 2.

All Ordinances and Resolutions, or part thereof, which are inconsistent with the provisions of this Ordinance are hereby repealed as to such inconsistencies.

SECTION 3.

This Ordinance shall take effect after final passage and publication according to law and shall be retroactive to January 1 of each of the years hereinabove mentioned upon adoption of a Resolution for each of those years for those employees in the employ of the Borough as of the effective date of each Resolution.