



NOTICE OF ADOPTION OF ORDINANCE

PLEASE TAKE NOTICE that the Governing Body of the Borough of Atlantic Highlands introduced the following Ordinance at their January 01, 2012 meeting. Following a Public Hearing held on January 25, 2012 this Ordinance was finally adopted. . This Ordinance is available for public inspection, and copies will be available at Borough Hall in the Municipal Clerk's office during regular business hours, 8:30 AM to 4:30 PM, Monday through Friday.

Dwayne M. Harris
Municipal Clerk

ORDINANCE 001-2012

AN ORDINANCE CREATING THE POSITIONS OF HARBOR MANAGER AND HARBOR CLIENT SERVICES REPRESENTATIVE AS WELL AS FIXING THE COMPENSATION OF OFFICIALS AND EMPLOYEES OF THE BOROUGH OF ATLANTIC HIGHLANDS, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, FOR THE CALENDAR YEAR 2012

WHEREAS the Borough of Atlantic Highlands and the Atlantic Highlands Harbor Commission desire to abolish the Position of Harbor Master and create the position of Harbor Manager, as well as re-title the position of Harbor Utility Collector/Secretary, to Client Services Representative; and,

WHEREAS Borough policy states "no person shall be employed or promoted unless there exists a position created by ordinance, adopted by the Mayor and Council of the Borough of Atlantic Highlands as well as funded through the necessary budget appropriation and salary ordinance.

NOW THEREFORE, BE IT ORDAINED by the Governing Body of the Borough of Atlantic Highlands, in the County of Monmouth, State of New Jersey that the position of Harbor Manager and Client Services Representative, which are "at will" positions, are hereby created; and,

BE IT FURTHER ORDAINED by the Governing Body of the Borough of Atlantic Highlands, County of Monmouth in the State of New Jersey that the following minimum and maximum salaries and other remuneration shall be paid to the officials and employees of the Borough of Atlantic Highlands, County of Monmouth, State of New Jersey, in accordance with the provisions of this Ordinance, as set forth below during the calendar year 2012, with said rates being effective January 1, 2012.

Title Classification**Salary Range**

	<u>Minimum</u>	<u>Maximum</u>
Borough Administrator	\$50,000.00	\$ 90,000.00
Municipal Clerk/Registrar	35,000.00	61,000.00
Chief Financial Officer	2,500.00	80,000.00
Treasurer	45,000.00	80,000.00
Qualified Purchasing Agent	1,000.00	5,000.00
Certified Recycling Professional	1,000.00	5,000.00
Tax Assessor	15,000.00	26,000.00
Tax Collector	5,000.00	18,000.00
Municipal Judge	15,000.00	22,500.00
Prosecutor	12,000.00	16,500.00
Public Defender	2,000.00	4,000.00
Public Works Manager	3,000.00	3,000.00
Water Plant Operator	8,000.00	8,600.00
Water Plant N-1 License	1,000.00	3,000.00
Water Plant C-2 License	1,000.00	3,000.00
Sewer Collection System C-1 License (back-up)	1,000.00	1,500.00
Borough Attorney	18,000.00	25,000.00
Code Enforcement Official	10,000.00	12,500.00
Construction Official	6,000.00	11,500.00
Building Sub-Code Official	4,000.00	9,000.00
Fire Sub-Code Official	4,000.00	8,000.00
Plumbing Sub-Code Official	4,000.00	8,000.00
Electrical Sub-Code Official	4,000.00	8,000.00
Zoning Officer	4,000.00	8,000.00
Fire Marshal	3,000.00	4,500.00
Deputy Fire Marshall	500.00	1,500.00
Fire Inspector	500.00	1,500.00
Fire Chief	1,000.00	1,500.00
Deputy Fire Chief	1,000.00	1,250.00
Fire Captain	750.00	1,000.00

Salary Range

<u>Title/Classification</u>	<u>Minimum</u>	<u>Maximum</u>
Chief of Police	\$80,000.00	134,000.00
Captain of Police	75,000.00	115,000.00
Dispatcher	25,000.00	45,000.00
Records Retention Secretary	25,000.00	35,000.00
School Crossing Guard	3,600.00	7,500.00
Court Administrator	25,000.00	61,000.00
Insurance Coordinator/Deputy Clerk	25,000.00	35,000.00
Construction Code/Tax Assessor Secretary/Assistant Construction Administrator	25,000.00	35,000.00
Water/Sewer Utility Collector	25,000.00	35,000.00
Administrative Assistant/Finance Clerk/ Planning Board Secretary	25,000.00	39,750.00

Harbor Manager	40,000.00	65,000.00
Harbor Client Services Representative	25,000.00	61,000.00

<u>Collective Bargaining Units</u>	Salary Range	
	<u>Minimum</u>	<u>Maximum</u>

PBA - as per agreement 7-1-10 through 6-30-15

Sergeant	96,121.20	104,552.17
Patrolman 8 th Step	88,747.76	96,531.98
Patrolman 7 th Step	85,988.75	93,530.99
Patrolman 6 th Step	76,284.23	82,975.25
Patrolman 5 th Step	66,579.71	72,419.53
Patrolman 4 th Step	56,875.21	61,863.83
Patrolman 3 rd Step	51,460.51	55,974.19
Patrolman 2 nd Step	46,045.80	50,084.55
Patrolman 1 st Step	38,894.72	42,306.24
Academy Step	33,247.38	36,163.56

Salary Range

<u>Collective Bargaining Units</u>	<u>Minimum</u>	<u>Maximum</u>
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Municipal Supervisors Association - Supervisor	\$50,000.00	\$70,000.00
Assistant Supervisor	45,000.00	69,000.00

Municipal Employees Association - Assistant Supervisor	45,000.00	56,000.00
Maintenance IV	40,000.00	46,000.00
Maintenance III	31,000.00	55,000.00
Maintenance II	28,000.00	40,000.00
Maintenance I	25,000.00	28,000.00

Part Time, Hourly, Seasonal Employees

	<u>Minimum</u>	<u>Maximum</u>
Mayor		\$ 4,500.00
Council members		3,000.00
Summer Recreation Program Director		3,500.00
Summer Recreation Head Counselor		1,500.00
Basketball Coordinator		1,000.00
Soccer Coordinator		1,000.00
Meeting Attendance		25.00
Election Work		40.00
Summer Recreation Program Aides / Junior Counselors	7.25	10.00

Recreation Referee (Soccer & Basketball)	15.00	25.00
Secretary, Recreation Committee	7.25	10.00
Special Officer Class 1	7.50	10.00
Special Officer Class 2	15.00	15.00
Dispatchers	8.50	10.00
Police Matron	7.25	10.00
Court Officer	7.25	12.00
Office Help Part Time	7.25	50.00
Harbor Service Attendant	8.00	14.25
Part Time Service Attendants	8.00	14.00
Part Time Security Guards	8.00	14.00
Part Time Laborers	8.00	13.00
Part Time Gas Dock	8.00	12.00
Meter Readers	8.00	13.00

SECTION 2.

The base salary of each employee shall be fixed, within the salary range for the employee's job classification, by the Borough Administrator after consultation with and consent of the Borough Council, except as may be otherwise specified by any Collective Bargaining Agreement applicable to said employee.

SECTION 3.

A. Each full-time employee shall be entitled to and receive a longevity bonus for each completed five year increment of continuous full-time employment, prorated for that period from the anniversary date to the end of the calendar year, as recognition for the employee's service and increased value to the Borough.

YEARS OF SERVICE

	<u>PBA</u>	<u>MSA/MEA</u>	<u>Other</u>
5 Years	\$1,350.00	\$ 1,400.00	\$1,200.00
10 Years	1,775.00	1,600.00	1,400.00
15 Years	2,600.00	1,800.00	1,600.00
20 Years	3,775.00	2,100.00	1,900.00
24 Years	4,125.00	--	--
25 Years		2,300.00	2,100.00
30 Years		2,500.00	2,300.00
35 Years		2,700.00	2,500.00
40 Years		2,900.00	2,700.00

B. Such payment shall be included in and considered part of the employee's basic salary for purposes for computing taxes and payments to any retirement system, and shall be made in the same manner as prescribed by the Mayor and Council for payment of regular services.

SECTION 4.

All employees shall be paid on a bimonthly basis (15th and last day of month).

SECTION 5.

All ordinances or parts of ordinance inconsistent with this ordinance be and the same are hereby repealed and this ordinance shall take effect January 1, 2012.