

ORDINANCE NO. O-15-20
TOWNSHIP MEETING DATE – October 27, 2015

AN ORDINANCE AMENDING SALARY
AND COMPENSATION OF CERTAIN
OFFICES, POSITIONS AND EMPLOYEES IN THE TOWNSHIP OF
FREEHOLD, COUNTY OF MONMOUTH, STATE OF NEW JERSEY,
FOR THE YEAR 2015 AND THEREAFTER KNOWN BY ITS SHORT TERM AS:

“THE 2015 SALARY ORDINANCE”

Be it ordained by the Township Committee of the Township of Freehold, in the County of Monmouth, State of New Jersey as follows.

SECTION 1:

The full-time classified offices and positions under the Municipal Government of the Township of Freehold shall be compensated for the year 2015 within the ranges fixed in this Ordinance.

SECTION 2:

The Township Treasurer be and is hereby authorized to transfer such sums of money from the Municipal operating accounts to the payroll accounts as may be necessary to cover periodic payments.

SECTION 3:

Every person hereafter appointed to any classified or unclassified position shall receive a salary established within the pay grade for such position as provided for in this Ordinance.

SECTION 4:

Every employee who shall hereafter be promoted to another position shall, at the time of said promotion, receive a salary equal to or in excess of the minimum salary that is established for that position to which he shall have been promoted.

SECTION 5J:

The following positions in CWA Local 1034 shall be compensated in 2015 within the following schedule:

Title	Minimum	Maximum
Building Maintenance Worker Garage Attendant Laborer <u>Mason</u>	\$29,000	\$80,000
Public Works Repairer Recycling Operator Sewer Repairer/Water Repairer Water Meter Reader/Water Meter Repairer	\$29,000	\$76,000
Mechanic Helper Sign Maker I	\$32,500	\$62,000
Assistant Water Treatment Plant Operator	\$34,000	\$63,500
Motor Broom Driver Motor Broom Driver/Public Works Repairer	\$34,500	\$65,000
Equipment Operator Senior Recycling Operator Water Treatment Plant Operator	\$40,000	\$70,000
Sign Maker II Sr. Public Works Repairer Sr. Sewer Repairer/Sr. Water Repairer	\$37,000	\$67,500
Sr. Motor Broom Driver	\$38,000	\$68,500
C Mechanic	\$39,000	\$70,000
Sewer Repairer/Water Repairer/Water Treatment Plant Operator Sr. Equipment Operator	\$39,000	\$70,000
B Mechanic	\$42,000	\$100,000
Sr. Sewer Repairer/Sr. Water Repairer/Sr. Water Treatment Plant Operator	\$45,000	\$83,000
A Mechanic	\$48,000	\$110,000
Sr. Mechanic	\$57,000	\$118,000

In addition to the salary noted in Sections 5J licenses shall be revised to the following schedules:

C-1	\$525.00	CDL Class A	\$625.00
C-2	\$625.00	CDL Class B	\$425.00
C-3	\$1,075.00		
W-1	\$525.00		
W-2	\$625.00		
W-3	\$1,075.00		
T-1	\$1,225.00		
T-2	\$1,750.00		
T-3	\$1,900.00		
T-4	\$2,450.00		

SECTION 5K:

In addition to the salary noted in Section 5J, Longevity pay will be paid as follows:

After 5 years through 10 years	\$1,350 per annum
From the 11 th year through 15 th year	\$1,650 per annum
From the 16 th year through 20 th year	\$2,150 per annum
From the 21 st year through 25 th year	\$2,650 per annum
26 years and over	\$3,150 per annum

SECTION 6:

The annual salary ranges for full-time classified offices and positions, with yearly increment, contingent upon merit, the availability of funds and other provisions of this Ordinance, are established for 2015 as follows:

Pay Grade	Minimum	Title	Maximum
26	\$26,500	Account Clerk Assessing Aide Assessing Clerk Clerk Clerk Stenographer Clerk Typist Clerk Typist Bilingual in Spanish and English Geographic Information Systems Spec. III Payroll Clerk Permit Clerk Personnel Clerk Police Records Clerk Purchasing Clerk Recreation Leader Receptionist/Telephone Operator Registered Environmental Health Spec. Trainee Registered Environmental Health Spec. I	\$80,000

Pay Grade	Minimum	Title	Maximum
27	\$26,500	Administrative Clerk Assistant Violations Clerk Coordinator of Scheduling Rec. Activities Personnel Assistant Recreation Center Director Sr. Account Clerk Sr. Clerk Stenographer Sr. Clerk Typist Sr. Personnel Clerk Sr. Tax Clerk	\$90,000
28	\$26,500	Assistant Assessor Code Enforcement Officer Engineering Aide Fire Prevention Specialist Fire Protection Inspector Geographic Information Systems Spec. II Housing Inspector Housing Inspector Bilingual in Spanish and English Pr. Account Clerk Pr. Assessing Clerk Pr. Clerk Stenographer Pr. Clerk Typist Pr. Engineering Clerk Pr. Tax Clerk Recreation Supervisor Research Aide Secretary Board/Commission TACO Violations Clerk	\$92,000
30	\$31,500	Data Processing Technician Deputy Municipal Court Administrator Geographic Information Systems Spec. I Public Information Officer Sr. Assistant Assessor Sr. Engineering Aide	\$94,000
32	\$28,000	Accounting Assistant Civil Engineer Trainee Electrical Inspector Prin. Drafting Technician Sr. Payroll Clerk Supervising Water Treatment Plt. Opr./ Supervisor Water Supervisor, Public Works Supervisor, Recycling Operations Systems Analyst	\$105,000

Pay Grade	Minimum	Title	Maximum
36	\$30,000	Assistant Municipal Recycling Coord. Building Inspector Data Processing Programmer Electrical Subcode Official General Supervisor, Public Works Personnel Assistant Plumbing Inspector Purchasing Agent Sr. Public Works Inspector Sr. Registered Environmental Health Spec.	\$94,000
38	\$32,500	Assistant Street Superintendent <u>Sr. Engineer Civil</u> Supervisor Sewers/Supervisor Water Tree Maintenance Supervisor	\$110,000
42	\$35,000	Assistant Municipal Engineer Assistant Planner Bldg. Subcode Official/Fire Protection Subcode Official Chief Public Safety Telecommunicator Fire Official Mechanical Inspector/Plumbing Subcode Off. Personnel Officer Plumbing Subcode Official Principal Engineer Pr. Registered Environmental Health Spec. Program Specialist Alcohol Abuse Activities Sr. Data Processing Programmer Street Superintendent Supervisor, Building Services Supervisor Parks/Supervisor Recreation Maint. Supervisor, Trees	\$115,000
44	\$40,000	Asst. Municipal Parks Superintendent/Asst. Superintendent of Recreation Asst. Sewer Superintendent/Asst. Water Superintendent Bldg. Subcode Official/Code Enforcement Officer/Zoning Officer Municipal Court Administrator Public Works Superintendent Research Scientist Senior Planner Supervising Mechanic	\$125,000

Pay Grade	Minimum	Title	Maximum
46	\$50,000	Assistant Director of Finance Construction Official Director of Information Technology Director of Public Works Health Officer Management Information Systems Spec. Municipal Parks Superintendent/Supt. Of Recreation Principal Accountant Sewer Superintendent/Water Superintendent	\$175,000

SECTION 9:

In addition to the salaries noted in sections 6, 7, and 8, longevity pay will be paid as follows:

After 5 years through 10 th year	\$1,200 per annum
From 11 th year to 15 th year incl.	\$1,500 per annum
From 16 th year to 20 th year incl.	\$2,000 per annum
From 21 st year to 25 th year incl.	\$2,500 per annum
26 years and over	\$3,000 per annum

SECTION 11:

All Ordinances or part of Ordinances inconsistent with the provisions of this Ordinance are hereby repealed.

All salary or compensation provided for by this Ordinance shall be payable from and after the first day of January 2015.

SECTION 12:

Payment for accrued sick leave pursuant to section 47-12.A.6 or individual employment agreements may be treated as Deferred Compensation at election of employee and included in periodic payments pursuant to section 2.

SECTION 13:

This Ordinance shall take effect upon its passage and publication according to law.

EXPLANATORY STATEMENT

The titles Mason and Senior Engineer Civil are added to the 2015 Salary Ordinance.

ORDINANCE NO. 0-15-21
TOWNSHIP MEETING DATE - October 27, 2015

ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION OF GOVERNMENT), ARTICLE VI (ADMINISTRATIVE ORGANIZATION) SECTION 2-25 (DEPARTMENT, BOARDS AND COMMISSIONS), ARTICLE IX (DEPARTMENT OF ENGINEERING AND PLANNING), ARTICLE XIV (DEPARTMENT OF CODE ENFORCEMENT) AND CREATING A NEW ARTICLE XIV(A) (DEPARTMENT OF ZONING AND HOUSING ENFORCEMENT) OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF FREEHOLD, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

BE IT ORDAINED by the Township Committee of the Township of Freehold, County of Monmouth, State of New Jersey, as follows additions are underlined, and deletions are in [~~brackets~~]:

I

Chapter 2, Administration of Government, Article VI, Administrative Organization, Section 2-25 Department, boards and commissions is hereby amended to read as follows:

2-25 Department, boards and commissions.

There shall be the following departments, offices, board and commissions in the Township of Freehold:

A. Departments.

- (1) Department of Finance/Chief Financial Officer.
- (2) Department of Public Works and Automotive Services.
- (3) Department of Administration.
- (4) Department of the Township Clerk.
- (5) Department of Purchasing.
- (6) Department of Police.
- (7) Fire Department.
- (8) Department of Code Enforcement.
- (9) Department of Justice.

- (10)Department of Health.
- (11)Department of Parks and Recreation.
- (12)Department of Shade Tree.
- (13)Department of Public Utilities.
- (14)Department of Engineering.
- (15) Department of Information Technology.
- (16) Department of Planning.
- (17) Department of Human Resources.
- (18) Department of Zoning and Housing Enforcement.

B. Separate offices not under departments.

- (1) Township Attorney.
- (2) [~~Township Engineer~~] Township Physician.
- ~~[(3) Township Physician.]~~

C. Boards and commissions.

NOTE TO CODIFIER: ONLY SUBPARAGRAPHS (3) AND (11) BELOW ARE DELETED AND THE REMAINING SUBPARAGRAPHS SHOULD BE RENUMBERED ACCORDINGLY.

- (1) Zoning Board of Adjustment.
- (2) Planning Board.
- (3) [~~Board of Assistance.~~]
- (4) Board of Health.
- (5) Board of Parks and Recreation Commissioners.
- (6) Shade Tree Commission.
- (7) Fire Prevention Bureau.
- (8) Transportation Board.
- (9) Environmental Commission.
- (10)Municipal Communications Committee.
- (11)[~~Local Assistance Board.~~]
- (12)Lake Topanemus Commission.
- (13)Historic Preservation Commission.
- (14)Insurance Advisory Commission.
- (15)Senior Citizens Advisory Committee.
- (16)Street Name Review Committee.
- (17)Industrial Committee.
- (18)Municipal Alliance Committee.
- (19)Human Relations Council.
- (20)Youth Guidance Council.

II

Chapter 2, Administration of Government, Article IX, Department of Engineering, is hereby amended to read as follows:

NOTE TO CODIFIER: THE ONLY CHANGE TO THIS SECTION IS THE TITLE OF THE ARTICLE TO READ: Department of Engineering. [~~and Planning~~]

III

Chapter 2, Administration of Government, Article XIV, Department of Code Enforcement, is hereby amended to read as follows:

2-56. **Code Administrator.** No change.

2-~~57~~56.1 **Duties of Code Administrator.**

NOTE TO CODIFIER: THERE ARE NO OTHER CHANGES TO THE SUBSECTION.

2-~~58~~56.2 **Duties of Department.**

NOTE TO CODIFIER: THERE ARE NO OTHER CHANGES TO THE SUBSECTION.

2-~~59~~56.3 **Division of Construction.**

NOTE TO CODIFIER: THERE ARE NO OTHER CHANGES TO THE SUBSECTION.

IV

Chapter 2, Administration of Government, Article XIV(A), Department of Zoning and Housing Enforcement, is hereby created to read as follows:

2-57 Establishment.

There is hereby established the Department of Zoning and Housing Enforcement.

2-57.1 Zoning Officer.

The Zoning Officer shall be the department head.

2-57.3 Duties.

The Zoning Officer, beside performing the duties set out in the Municipal Land Use Law, N.J.S.A. 40:55D-1 et. seq., shall cause the Department of Zoning and Housing Enforcement and its personnel to:

(A) Review all development applications, including but not limited to major and minor subdivisions, site plans and use and bulk variances.

(B) Support, through review and investigation, the enforcement of the Township's Land Use Ordinances and related Codes and Ordinances, as time and resources allow.

(C) Review applications for and issue, as appropriate, required occupancy permits for new as well as existing tenant/owner occupancy.

(D) Support, through review and investigation, the enforcement of the Township's Property Maintenance Codes and Ordinances for all properties located within the Township, as time and resources allow.

(E) Inspect and certify housing code compliance for all residential rental properties when there is a change of occupancy.

(F) Investigate overcrowding in residential units and, as time and resources allow, initiate enforcement action to gain compliance.

V

All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

VI

If any section, subparagraph, sentence, clause or phrase of this Ordinance shall be held to be invalid, such decision shall not invalidate the remaining portion of this Ordinance.

VII

This Ordinance shall take effect upon adoption and publication according to law.

EXPLANATORY STATEMENT:

This Ordinance:

- a. Conforms Section 2-25 to reflect current organizational status of the Township.
- b. Amend the title of Article IX to reflect department organizational change previously made.
- c. Amend section numbering of Article XIV.
- d. Create new Article XIV(A) to set up Department of Zoning and Housing Enforcement.