

May 20, 2013

**BOROUGH OF PALMYRA
ORDINANCE 2013-11**

AN ORDINANCE OF THE BOROUGH OF PALMYRA TO PROVIDE FOR AND DETERMINE THE RATES AND RANGES OF COMPENSATION OF EACH EMPLOYEE AND OFFICER OF THE BOROUGH OF PALMYRA FOR YEARS 2013 AND 2014. THIS ORDINANCE EXPIRES DECEMBER 31, 2014 UNLESS OTHERWISE AMENDED.

SECTION 1

POSITION	ANNUAL SALARY / HOURLY RATE RANGE	
	MINIMUM	MAXIMUM
GOVERNING BODY		
Mayor	3,000.00	4,000.00 per annum
Borough Council President	2,500.00	3,500.00 per annum
Borough Council	2,000.00	3,000.00 per annum
ADMINISTRATION		
Borough Administrator	55,000.00	95,000.00 per annum
Borough Clerk	40,000.00	80,000.00 per annum
Deputy Clerk, and Assistant to Administrator & Public Works / Sewer Dept. Superintendent (if hourly)	10.00	20.00 per hour
Deputy Clerk, and Assistant to Administrator & Public Works / Sewer Dept. Superintendent (if salary)	14,560.00	36,400.00 per annum
Board of Health Secretary / Coordinator (if hourly)	0.00	20.00 per hour
Board of Health Secretary / Coordinator (if salary)	0.00	2,000.00 per annum
Board of Health / Chairperson	0.00	250.00 per annum
Board of Health / Member	0.00	250.00 per annum
FINANCE		
Chief Financial Officer	55,000.00	95,000.00 per annum
Payroll, Accounts Receivable & Finance Clerk (if hourly)	10.00	30.00 per hour
Payroll, Accounts Receivable & Finance Clerk (if salary)	14,560.00	54,600.00 per annum

ASSESSMENT OF TAXES

Tax Assessor	8,000.00	15,000.00 per annum
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COLLECTION OF TAXES

Tax Collector	8,000.00	15,000.00 per annum
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Deputy Tax Collector (if hourly)	10.00	30.00 per hour
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Deputy Tax Collector (if salary)	14,560.00	54,600.00 per annum
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Tax Clerk (if hourly)	10.00	20.00 per hour
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Tax Clerk (if salary)	14,560.00	36,400.00 per annum
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CONSTRUCTION

Construction Official	10,000.00	15,000.00 per annum
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Zoning Officer	7,000.00	12,000.00 per annum
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Fire Sub-Code Official	4,000.00	12,000.00 per annum
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Fire Official	30,000.00	50,000.00 per annum
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Fire Inspector	10.00	30.00 per hour
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Code Enforcement Officer	2,000.00	5,000.00 per annum
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Deputy Code Enforcement Officer	10.00	30.00 per hour
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Electrical Sub-Code Official	7,000.00	12,000.00 per annum
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Plumbing Sub-Code Official	7,000.00	12,000.00 per annum
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Building Sub-Code Official	7,000.00	12,000.00 per annum
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Land Use Board Secretary	3,000.00	5,000.00 per annum
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Housing Official	2,000.00	10,000.00 per annum
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Housing Inspector	10.00	30.00 per hour
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Misc. Inspector	10.00	30.00 per hour
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Construction Code Secretary / Technical Assisstant (if hourly)	10.00	20.00 per hour
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Construction Code Secretary / Technical Assisstant (if salary)	14,560.00	36,400.00 per annum
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MUNICIPAL COURT

Municipal Court Judge	12,000.00	20,000.00 per annum
Municipal Court Administrator	30,000.00	60,000.00 per annum
Deputy Court Administrator (if hourly)	15.00	30.00 per hour
Deputy Court Administrator (if salary)	21,840.00	54,600.00 per annum
Deputy Court Administrator call-out pay	Comp-time	per call-out

PUBLIC BUILDINGS & GROUNDS

Scheduling Assistant (Community Center, Legion Field, etc.)	10.00	20.00 per hour
Cleaner/Maintenance	10.00	20.00 per hour

PUBLIC WORKS & SHADE TREE

Public Works & Sewer Dept. Superintendent	60,000.00	100,000.00 per annum
Assisstant Public Works & Sewer Dept. Superintendent	40,000.00	60,000.00 per annum
Foreman	10.00	30.00 per hour
Driver	10.00	30.00 per hour
Laborer	10.00	30.00 per hour

SEWER

Sewer Dept. Technician	10.00	30.00 per hour
Sewer Dept. Main Operator	10.00	30.00 per hour
Foreman	10.00	30.00 per hour
Driver	10.00	30.00 per hour
Laborer	10.00	30.00 per hour

CROSSING GUARD

Crossing Guard Captain (if per shift)	10.00	20.00 per shift
Crossing Guard Captain (if salary)	5,000.00	8,000.00 per annum
Crossing Guard (if per shift)	10.00	20.00 per shift

Crossing Guard (if salary)	4,000.00	7,000.00 per annum
Substitute / Alternate Crossing Guard	8.00	20.00 per shift

POLICE

Chief of Police	80,000.00	115,000.00 per annum
Lieutenant of Police	75,000.00	105,000.00 per annum
Police Officer (Patrol)	36,996.00	94,000.00 per annum
Police Sergeant	87,548.00	101,000.00 per annum
Police Detective	Rank salary plus:	1,250.00 per annum
Police Secretary	25,000.00	45,000.00 per annum
Police Clerk	10.00	20.00 per hour
Part-time / Special Police Officer	10.00	20.00 per hour
Police Matron	10.00	20.00 per hour

MISC. & SEASONAL

Concession Stand / Summer Recreation Seasonal	8.00	15.00 per hour
Public Works / Sewer Seasonal	8.00	15.00 per hour
Misc. Office Help Seasonal	8.00	15.00 per hour
Misc. Driver Seasonal	8.00	15.00 per hour
Misc. Laborer Seasonal	8.00	15.00 per hour
Executive Director, Office of Emergency Management	0.00	1,000.00 per annum

Rates and ranges of compensation retroactive to January 1, 2013 and expire December 31, 2014.

SECTION II

Overtime compensation (pay) for call-ins for non-exempt employees (other than Police) will be given at a minimum of 2 hours for Monday - Friday call-ins and 3 hours for weekend and holiday call-ins.

Exempt employees, including but not limited to: Superintendent of Public Works & Sewer Dept., Assistant to Superintendent, Chief Financial Officer, Borough Administrator, Borough Clerk, Court Administrator, Chief and Lieutenant of Police, Tax Collector, Tax Assessor, Construction and Sub-Code Officials, and Fire Marshall, shall not receive

overtime pay for hours worked beyond the normal work week.

CERTIFICATE OF CLERK

I, Barbara A. Sheipe, Borough Clerk of the Borough of Palmyra, in the County of Burlington and State of New Jersey, hereby CERTIFY that the foregoing is a true copy of Ordinance 2013-11 duly adopted by the Council of the Borough of Palmyra at a meeting thereof held on May 20, 2013.



Barbara A. Sheipe RMC

Borough Clerk