

**BOROUGH OF CRESSKILL, NEW JERSEY**

**ORDINANCE NO. 16-06-1485**

**AN ORDINANCE TO FIX THE SALARIES, WAGES AND  
COMPENSATION OF THE OFFICERS AND EMPLOYEES  
OF THE BOROUGH OF CRESSKILL - YEAR 2016**

**ADMINISTRATIVE & EXECUTIVE**

|                           |         |    |        |
|---------------------------|---------|----|--------|
| Administrator             | Maximum | \$ | 82,000 |
|                           | Minimum |    | 25,000 |
| Borough Clerk             | Maximum |    | 99,000 |
|                           | Minimum |    | 30,000 |
| Deputy Borough Clerk      | Maximum |    | 63,000 |
|                           | Minimum |    | 20,000 |
| Secretary - Full Time     | Maximum |    | 50,000 |
|                           | Minimum |    | 20,000 |
| Municipal Housing Liaison | Maximum |    | 15,000 |
|                           | Minimum |    | 5,000  |
| Newsletter Coordinator    | Maximum |    | 7,200  |
|                           | Minimum |    | 3,000  |
| Archivist                 | Maximum |    | 5,500  |
|                           | Minimum |    | 1,000  |

**ASSESSMENT OF TAXES**

|          |         |  |        |
|----------|---------|--|--------|
| Assessor | Maximum |  | 29,000 |
|          | Minimum |  | 12,000 |

**BOARD OF HEALTH**

|                     |         |  |        |
|---------------------|---------|--|--------|
| Registrar/Secretary | Maximum |  | 40,000 |
|                     | Minimum |  | 8,000  |
| Deputy Registrar    | Maximum |  | 1,500  |

**COLLECTION OF TAXES**

|                                   |         |  |         |
|-----------------------------------|---------|--|---------|
| Chief Financial Officer/Treasurer | Maximum |  | 115,000 |
|                                   | Minimum |  | 15,000  |
| Tax Collector                     | Maximum |  | 55,000  |
|                                   | Minimum |  | 15,000  |
| Deputy Tax Collector/Payroll      | Maximum |  | 63,000  |
|                                   | Minimum |  | 15,000  |
| Tax Search Officer                | Maximum |  | 2,000   |
|                                   | Minimum |  | 500     |
| Accounting Clerk                  | Maximum |  | 51,000  |
|                                   | Minimum |  | 20,000  |
| Accounting Clerk – Part Time      | Maximum |  | 15,000  |
|                                   | Minimum |  | 5,000   |
| Purchasing Agent                  | Maximum |  | 3,500   |
|                                   | Minimum |  | 2,500   |

**BUILDINGS AND GROUNDS**

|             |         |        |
|-------------|---------|--------|
| Maintenance | Maximum | 38,000 |
|             | Minimum | 20,000 |

**CONSTRUCTION CODE OFFICIALS**

|                            |         |        |
|----------------------------|---------|--------|
| Construction Code Official | Maximum | 68,000 |
|                            | Minimum | 20,000 |

|                       |         |        |
|-----------------------|---------|--------|
| Building Sub-Code HHS | Maximum | 14,500 |
|                       | Minimum | 7,000  |

**CONSTRUCTION SUB-CODE OFFICIALS**

|               |            |        |
|---------------|------------|--------|
| Fire Sub-Code | HHS Rating | 20,500 |
|               | ICS Rating | 11,000 |

|                   |            |        |
|-------------------|------------|--------|
| Plumbing Sub-Code | HHS Rating | 15,000 |
|                   | Minimum    | 8,000  |

|                      |         |        |
|----------------------|---------|--------|
| Electrical Inspector | Maximum | 17,000 |
|                      | Minimum | 6,000  |

|                               |         |        |
|-------------------------------|---------|--------|
| Building Department Secretary | Maximum | 54,000 |
|                               | Minimum | 20,000 |

|                              |         |        |
|------------------------------|---------|--------|
| Property Maintenance Officer | Maximum | 18,000 |
|                              | Minimum | 5,000  |

|  |         |        |
|--|---------|--------|
| <b><u>DIRECTOR OF HUMAN SERVICES</u></b> | Maximum | 16,000 |
|  | Minimum | 4,000  |

|                                  |         |       |
|----------------------------------|---------|-------|
| <b><u>ELECTION OFFICIALS</u></b> | Maximum | 9,500 |
|                                  | Minimum | 5,000 |

**EMS/VOLUNTEER AMBULANCE**

|                                    |         |        |
|------------------------------------|---------|--------|
| Captain-Emergency Medical Services | Maximum | 75,000 |
|                                    | Minimum | 25,000 |

|   |         |        |
|---|---------|--------|
| Administrative Lieutenant -<br>Emergency Medical Services | Maximum | 40,000 |
|   | Minimum | 15,000 |

|                               |                  |       |
|-------------------------------|------------------|-------|
| Per Diem - Ambulance Division | Hourly - Maximum | 18.00 |
|                               | Hourly - Minimum | 10.00 |

|                          |         |       |
|--------------------------|---------|-------|
| Medical Director - CVAES | Maximum | 5,000 |
|                          | Minimum | 3,000 |

**EMERGENCY MANAGEMENT**

|                     |         |       |
|---------------------|---------|-------|
| Coordinator Stipend | Maximum | 2,500 |
|                     | Minimum | 1,000 |

|  |         |       |
|--|---------|-------|
| <b><u>FIRE OFFICIAL/ASSISTANTS</u></b> | Maximum | 8,000 |
|  | Minimum | 1,000 |

**FIRE DEPARTMENT**

|                                    |         |        |
|------------------------------------|---------|--------|
| Fire - Stipends/Volunteer Division | Maximum | 16,000 |
|                                    | Minimum | 600    |

|                         |                  |       |
|-------------------------|------------------|-------|
| Per Diem - Firefighters | Hourly - Maximum | 18.00 |
|                         | Hourly - Minimum | 10.00 |

**LIBRARY**

|          |         |        |
|----------|---------|--------|
| Director | Maximum | 80,000 |
|          | Minimum | 30,000 |

|                         |                |        |
|-------------------------|----------------|--------|
| Assistant Director      | Maximum        | 63,500 |
|                         | Minimum        | 22,000 |
| Librarians              | Maximum        | 63,500 |
|                         | Minimum        | 15,000 |
| Accounting Clerk        | Maximum        | 11,000 |
|                         | Minimum        | 2,500  |
| Recording Secretary     | Maximum        | 2,000  |
|                         | Minimum        | 1,000  |
| Other Library Personnel | Hourly Maximum | 30.00  |
|                         | Hourly Minimum | 8.25   |

**MUNICIPAL COURT**

|                     |                     |        |
|---------------------|---------------------|--------|
| Judge               | Maximum             | 21,000 |
|                     | Minimum             | 10,000 |
| Court Administrator | Maximum             | 23,500 |
|                     | Minimum             | 7,000  |
|                     | Hourly Maximum      | 26.00  |
| Deputy Court Clerk  | Hourly Maximum      | 21.00  |
| Prosecutor          | Maximum             | 13,000 |
| Public Defender     | Maximum             | 6,000  |
| Special Sessions    | Per Session Maximum | 250    |

**PLANNING BOARD**

|                     |         |        |
|---------------------|---------|--------|
| Recording Secretary | Maximum | 14,000 |
|                     | Minimum | 3,500  |

**POLICE**

|              |         |         |
|--------------|---------|---------|
| Chief        | Maximum | 180,000 |
|              | Minimum | 90,000  |
| Deputy Chief | Maximum | 160,000 |
|              | Minimum | 70,000  |
| Dispatchers  | Step 1  | 32,000  |
|              | Step 2  | 35,000  |
|              | Step 3  | 37,142  |
|              | Step 4  | 39,284  |
|              | Step 5  | 41,426  |
|              | Step 6  | 43,568  |
|              | Step 7  | 45,710  |
|              | Step 8  | 47,852  |
|              | Step 9  | 49,994  |

**PUBLIC WORKS DEPARTMENT**

|                          |         |         |
|--------------------------|---------|---------|
| Superintendent           | Maximum | 142,000 |
|                          | Minimum | 45,000  |
| (C-2 License)            |         | 2,500   |
| (CPWM)                   |         | 10,000  |
| (SWMC)                   |         | 3,500   |
| Assistant Superintendent | Maximum | 129,000 |
|                          | Minimum | 40,000  |
| (C-2 License)            |         | 2,500   |
| (CPWM)                   |         | 10,000  |
| Secretary-Dispatcher     | Maximum | 51,000  |
|                          | Minimum | 25,000  |

|                       |         |        |
|-----------------------|---------|--------|
| Recycling Coordinator | Maximum | 15,000 |
|                       | Minimum | 5,000  |

**RECREATION**

|          |         |        |
|----------|---------|--------|
| Director | Maximum | 56,500 |
|          | Minimum | 20,000 |

|                        |         |        |
|------------------------|---------|--------|
| Supervisor of Programs | Maximum | 35,000 |
|                        | Minimum | 15,000 |

|                           |         |       |
|---------------------------|---------|-------|
| Assistant Summer Director | Maximum | 5,600 |
|                           | Minimum | 800   |

|                           |         |       |
|---------------------------|---------|-------|
| Assistant Spring Director | Maximum | 1,200 |
|---------------------------|---------|-------|

|                            |         |       |
|----------------------------|---------|-------|
| Nature Instructor - Summer | Maximum | 2,400 |
|----------------------------|---------|-------|

|                            |         |       |
|----------------------------|---------|-------|
| Nature Instructor - Spring | Maximum | 1,200 |
|----------------------------|---------|-------|

|                  |         |       |
|------------------|---------|-------|
| Monitor - Summer | Maximum | 2,300 |
|------------------|---------|-------|

|                              |         |        |
|------------------------------|---------|--------|
| Community Center Coordinator | Maximum | 47,000 |
|                              | Minimum | 5,000  |

|                        |         |       |
|------------------------|---------|-------|
| Summer Camp Counselors | Maximum | 2,500 |
|                        | Minimum | 500   |

|  |         |        |
|--|---------|--------|
| <b><u>SENIOR CITIZENS DIRECTOR</u></b> | Maximum | 58,000 |
|  | Minimum | 20,000 |

**PART TIME**

|                          |                    |       |
|--------------------------|--------------------|-------|
| Secretarial and Clerical | Hourly Maximum     | 32.00 |
|                          | Hourly Minimum     | 8.25  |
|                          | Stipends - Maximum | 3,500 |

School Marshals  
New Hires Effec. 1/1/16

**Hourly rates**

|          |  |         |
|----------|--|---------|
| 1st Year |  | \$17.47 |
|----------|--|---------|

|          |  |         |
|----------|--|---------|
| 2nd Year |  | \$18.33 |
|----------|--|---------|

|          |  |         |
|----------|--|---------|
| 3rd Year |  | \$19.23 |
|----------|--|---------|

|          |  |         |
|----------|--|---------|
| 4th Year |  | \$20.07 |
|----------|--|---------|

|          |                     |         |
|----------|---------------------|---------|
| 5th Year | Current hourly rate |         |
|          | Maximum             | \$21.04 |

|              |                |       |
|--------------|----------------|-------|
| Other Police | Hourly Maximum | 20.00 |
|              | Hourly Minimum | 8.25  |

|                        |                |       |
|------------------------|----------------|-------|
| Recreation, Pool       | Hourly Maximum | 23.00 |
| Public Works & Library | Hourly Minimum | 8.25  |

**SWIM CLUB**

|              |         |        |
|--------------|---------|--------|
| Pool Manager | Maximum | 18,500 |
|              | Minimum | 7,000  |

|                        |         |        |
|------------------------|---------|--------|
| Assistant Pool Manager | Maximum | 11,550 |
|                        | Minimum | 5,000  |

|                     |                |       |
|---------------------|----------------|-------|
| Recording Secretary | Hourly Maximum | 23.00 |
|                     | Hourly Minimum | 8.25  |

|            |                |       |
|------------|----------------|-------|
| Lifeguards | Hourly Maximum | 19.00 |
|            | Hourly Minimum | 8.25  |

**ZONING BOARD OF ADJUSTMENT**

|                     |                |       |
|---------------------|----------------|-------|
| Recording Secretary | Hourly Maximum | 26.00 |
|                     | Hourly Minimum | 10.00 |

1. All regular employees working in excess of 25 hours per week and officials receiving a salary are entitled to family coverage under the State Benefits Plan for Blue Cross, Blue Shield, Rider J. Major Medical Insurance and Dental Insurance. Employees will contribute to cost of plan in accordance with State regulations and/or Borough policy. The Borough will provide up to \$200.00 every year for eye care for employee and family, upon submission of a bill.
2. There shall be paid to the Borough Engineer an hourly rate not to exceed \$193.00, for attendance at regular, special and executive meetings of the Mayor and Council and Planning Board; and in addition thereto, such other compensation as he may be entitled to receive for engineering services rendered.
3. There shall be paid to the Borough Attorney an annual fee of \$62,039.00, for attendance at regular, special and executive meetings of the Mayor and Council and other professional services, with the exception of bonding and court fees and certain extraordinary services rendered. These additional services shall be compensated at the rate of \$187.00 per hour.
4. There shall be paid to the Planning Board Attorney an annual fee of \$3,766.00, for semi-monthly attendance at regular, special and executive meetings of the Planning Board.
5. There shall be paid to the Zoning Board of Adjustment Attorney an annual fee of \$3,048.00, for attendance at regular, special and executive meetings of the Zoning Board of Adjustment.
6. All services rendered by the Planning Board Attorney, the Zoning Board Attorney or any other attorney employed by the Borough and not covered by any annual fee shall be compensated at the rate of \$169.00 per hour, unless other arrangements are made prior to the rendition of services.
7. The aforementioned offices, appointments, positions, and employments are herein created, ratified and confirmed. All other employees not specifically mentioned herein shall receive a wage not to exceed \$30.00 per hour for time actually worked.
8. The following Borough employees shall be paid a yearly travel allowance for use of their personal vehicle to conduct inspections, attendance at any meetings, bank deposits, and any other borough business. These payments shall be processed through payroll checks with mandatory deductions deducted. All other Borough employees shall be reimbursed at the mileage rate determined by the Internal Revenue Service each year.

|                            |         |
|----------------------------|---------|
| Construction Code Official | \$1,600 |
| Fire Sub-Code Inspector    | \$1,000 |
| Plumbing Inspector         | \$700   |
| Electrical Inspector       | \$700   |
| Chief Financial Officer    | \$600   |
| Accounts Payable Clerk     | \$600   |
| Property Maintenance       | \$700   |
9. Wages shall be paid to Classified Service Employees, except members of the Police Department, required to work on the holidays provided in Chapter 49, Article XII, Section 49-44 of the Code of the Borough of Cresskill and on Sundays on a double-time basis for actual time worked.
10. This ordinance shall repeal all ordinances or parts thereof inconsistent herewith.
11. All employees receiving Health Benefits are required to make employee contributions in accordance with Resolution adopted March 2, 2016.
12. This ordinance shall be effective January 1, 2016.