

ORDINANCE NO. 2024-01

ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, ESTABLISHING SALARIES AND WAGES FOR DESIGNATED OFFICIALS AND EMPLOYEES OF THE BOROUGH OF KEYPORT

WHEREAS, the Borough of Keyport (the “Borough”) is a public body corporate and politic of the State of New Jersey; and

WHEREAS, the Council of the Borough (the “Council”), last amended the salaries of Borough employees by way of Ordinance #2022-23, entitled, "AN ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY ESTABLISHING SALARIES AND WAGES FOR DESIGNATED OFFICIALS AND EMPLOYEES" (the "Ordinance"); and

WHEREAS, the Ordinance establishes salary ranges for the positions listed therein, wherein the ranges provide the minimum salary for the position as well as the maximum, and the exact salary to be paid to each employee, as determined by a Resolution duly adopted by the Mayor and Council, must be within the ranges provided in the Ordinance; and

WHEREAS, the Council now desires to reflect the following revisions;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Keyport as follows:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. Ordinance #2022-23, and any other prior salary ordinances shall be superseded by the following:

STATEMENT: The following Ordinance has been prepared with salary ranges therein for the positions listed, wherein the ranges provide the minimum salary for the position as well as the maximum, and the exact salary to be paid to each employee, as determined by a Resolution duly adopted by the Mayor and Council of the Borough, must be within the ranges provided in the Ordinance.

PLEASE NOTE THAT ALL OF THE FOLLOWING ARE NOT INCREASES IN EXISTING SALARIES, BUT ARE RANGES WITHIN WHICH SALARIES MUST FALL

I. The annual and/or hourly compensation range to be paid to the following officers and employees of the Borough of Keyport are hereby established effective January 1, 2024:

<u>Officials</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Mayor	\$ N/A	\$5,500
Borough Councilmembers	\$ N/A	\$4,000
<u>Statutory Employees</u>		
Borough Clerk	\$30,000	\$90,000
Chief Financial Officer	\$20,000	\$85,000
Tax Collector	\$8,000	\$95,000
Tax Assessor	\$7,500	\$45,000
<u>Administration and Finance</u>		
Borough Administrator	\$17,500	\$165,000
Management Assistant	\$30,000	\$60,000
Deputy Borough Clerk	\$20,000	\$70,000
Deputy Borough Clerk	\$17.00/hr.	\$30.00/hr.
Treasurer	\$8,000	\$60,000
Deputy Treasurer	\$5,000	\$45,000
Deputy Tax Collector	\$20,000	\$55,000
Qualified Purchasing Agent	\$3,000	\$11,000
Payroll/Pension Supervisor	\$40,000	\$75,000
Administrative Secretary	\$20,000	\$65,000

Administrative Clerk	\$20,000	\$65,000
Unified Planning Board Secretary	\$2,000	\$10,000
Account Clerk / Clerk	\$15.13h/hr.	\$20.00 /hr.
Department Head Secretary	\$20.00/hr.	\$30.00/hr.
Supervising Account Clerk	\$50,000	\$55,000
Principal Account Clerk	\$42,000	\$50,000
Senior Account Clerk	\$36,000	\$42,000
Account Clerk	\$30,000	\$36,000
Registrar of Vital Statistics/Administrative Clerk	\$42,000	\$58,500
Senior Clerk Typist	\$36,000	\$50,000
Clerk Typist	\$30,000	\$45,000
Deputy Registrar	\$1,000	\$2,500

Police Department

Chief of Police	\$140,000	\$180,000
Police Captain	\$125,000	\$160,000
Police Lieutenant	\$120,000	\$150,000
Police Sergeant	\$120,000	\$140,000
Patrol Officer	\$40,000	\$125,000
Special Police Officer III	\$20.00 /hr.	\$40.00 /hr.
Special Police Officer II	\$15.13 /hr.	\$25.00 /hr.
Special Police Officer I	\$15.13 /hr.	\$20.00 /hr.
Police Matron	\$15.13 /hr.	\$16.00 /hr.
Parking Enforcement Officer	\$15.13 /hr.	\$20.00 /hr.
Crossing Guard	\$15.13 /hr.	\$17.00 /hr.
Communications Operator	\$15.13 /hr.	\$18.00 /hr.
Police Records Clerk	\$15,000	\$50,000
Records Support Technician (levels 1-4)	\$30,000	\$55,000
Senior Public Safety Telecom. Operator	\$20,000	\$60,000

Recreation Department

Supervisor of Senior Center Activities	\$20,000	\$70,000
Recreation Director	\$3,000	\$70,000
Asst. Recreation Director	\$500	\$40,000
Recreation Supervisor	\$1,000	\$45,000
Recreation Supervisor	\$20.00 /hr.	\$30.00 /hr.
Recreation Leader	\$16.00 /hr.	\$25.00 /hr.
Recreation Aide	\$16.00 /hr.	\$20.00 /hr.
Recreation Counselor	\$500	\$2,000
Recreation Secretary	\$1,000	\$5,000
Municipal Alliance Coordinator	\$2,000	\$20,000
Recreation Program Aide	\$30,000	\$35,000

Municipal Court

Municipal Court Judge	\$10,000	\$40,000
Court Administrator	\$25,000	\$80,000
Deputy Court Administrator	\$20,000	\$60,000
Violations Clerk	\$15,000	\$50,000
Municipal Prosecutor	\$5,000	\$35,000
Municipal Public Defender	\$4,000	\$25,000

Fire Department

Fire Chief	\$600	\$3,000
Assistant Fire Chiefs	\$400	\$2,500
NFIRS Coordinator	\$500	\$1,500
Fire Department Secretary	\$500	\$1,500

Building, Construction & Zoning

Community Development Coordinator	\$10,000	\$55,000
Construction Code Official	\$20,000	\$45,000
Building Subcode Official	\$2,000	\$10,000
Electrical Subcode Official	\$2,000	\$10,000
Fire Protection Subcode Official	\$2,000	\$10,000
Plumbing Subcode Official	\$2,000	\$10,000
Building/Electrical/Fire Protection/Plumbing Inspectors	\$2,000	\$10,000
Fire Official/Fire Marshal	\$2,000	\$40,000

Fire Inspector	\$16.00 /hr.	\$25.00 /hr.
Zoning Officer	\$2,000	\$30,000
Zoning Officer	\$16.00 /hr.	\$35.00 /hr.
Code Enforcement Officer	\$2,000	\$30,000
Code Enforcement Officer	\$16.00 /hr.	\$25.00 /hr.
Property Maintenance Officer	\$2,000	\$35,000
Property Maintenance Officer/Inspector	\$16.00 /hr.	\$25.00 /hr.
Asst. Property Maintenance Officer	\$2,000	\$15,000
Fire Alarm Repairman	\$600	\$7,500
Smoke Detector Inspector	\$5,000	\$8,500
Technical Assistant to the Construction Official	\$45,000	\$55,000
Senior Permit Clerk	\$36,000	\$42,000
Permit Clerk	\$30,000	\$35,000

Public Works Department

Public Works Superintendent	\$75,000	\$98,000
Supervisor of Public Works	\$60,000	\$87,000
Recycling Coordinator	\$2,500	\$8,000
Assistant Recycling Coordinator	\$2,000	\$6,000
Clean Communities Coordinator	\$1,000	\$7,500
Park Maintenance Worker	\$15.13 /hr.	\$40.00 /hr.
Senior Park Maintenance Worker	\$15.13 /hr.	\$40.00 /hr.
Building Maintenance Worker	\$15.13 /hr.	\$20.00 /hr.
Clean Communities Employee	\$15.13 /hr.	\$16.00 /hr.
Laborer	\$15.13 /hr.	\$16.00 /hr.
Boat Ramp Employee	\$15.13 /hr.	\$16.00 /hr.
Motor Vehicle Operator	\$15.13 /hr.	\$25.00 /hr.
Equipment Operator	\$45,000	\$65,000
Senior Equipment Operator	\$65,000	\$85,000
Mechanic	\$55,000	\$90,000
Public Works Repairer	\$45,000	\$65,000
Senior Maintenance Repairer/Water Repairer	\$43,000	\$70,000
Laborer I	\$36,000	\$50,000
Laborer II	\$38,000	\$65,000
Laborer III	\$40,000	\$80,000

Water & Sewer

Water Meter Reader/Repairer	\$15.13 /hr.	\$40.00 /hr.
Asst. Water Plant Treatment Oper/Laborer	\$60,000	\$95,000

Section 3. The salary ranges and hourly wage rates established in this Ordinance shall continue in effect until subsequently amended.

Section 4. All ordinances or parts thereof inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. Each section, subsection, sentence, clause and phrase of this ordinance is declared to be an independent section, subsection, sentence, clause and phrase and the finding or holding of any such portion of this ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this ordinance.

Section 6. The Borough Clerk is hereby directed, upon adoption of the ordinance after public hearing thereon, to publish notice of the passage thereof.

Section 7. This ordinance shall be in full force and effect from and after its adoption and publication as required by law.

ORDINANCE NO. 2024-01

Introduced: March 19, 2024
Public Hearing: April 16, 2024
Adopted: April 16, 2024

Michele Clark, RMC
Borough Clerk
Borough of Keyport

Rose P. Araneo, Mayor
Borough of Keyport