

**TOWNSHIP OF MOUNT LAUREL**

**ORDINANCE 2024-2**

AN ORDINANCE OF THE TOWNSHIP OF MOUNT LAUREL, COUNTY OF BURLINGTON, STATE OF NEW JERSEY, ESTABLISHING AN ANNUAL AND HOURLY SALARY FOR TOWNSHIP OFFICIALS, POSITION HOLDERS AND EMPLOYEES PRESCRIBING THE AMOUNT AND MANNER OF PAYMENT THEREOF

**SECTION 1**

The following officers, position holders and employees of the Township who are on the payroll at the time of the adoption of this Salary Ordinance shall be compensated annually pursuant to the respective base salary or compensation ranges set forth below by their salary classification number.

**POSITION TITLE/SALARY CLASSIFICATION**

**Classification 1**

Clerk  
Clerk/Typist  
Animal Attendant

**Classification 2**

Account Clerk  
Account Clerk/Typist  
Assistant to the Construction Official  
Zoning Officer  
Laborer  
Recreation Aide  
Senior Citizens Program Aide

**Classification 3**

Senior Clerk  
Senior Clerk/Typist  
Deputy Court Administrator  
Truck Driver  
Bus Driver  
Custodial Worker  
Park Watchman  
Building Maintenance Worker  
Recreation Leader  
Senior Center Director  
Technical Assistant to Construction Official  
Payroll Clerk  
Housing Officer  
Community Relations Aide  
Motor Vehicle Operator Elderly and Handicapped Persons  
Special Law Enforcement Officer  
Land Use Administrator

**Classification 4**

Administration Secretary  
Confidential Secretary  
Executive Secretary  
Confidential Assistant  
Deputy Municipal Clerk/Registrar  
Supervisor of Accounts  
Equipment Operator  
Mechanic

Assistant Assessor  
Deputy Tax Collector  
Senior Account Clerk  
Secretary  
Payroll Supervisor  
Accounts Payable  
Public Information Director

**Classification 5**

Assistant Director/Parks and Recreation  
Foreman/Superintendent-Sanitation/Roads/Parks/Shop  
Emergency Medical Technician  
Municipal Court Administrator  
Deputy Tax Assessor  
Police Officer/Police Detective  
Mechanic DSL/Mechanic Hydraulics  
Deputy CFO

**Classification 6**

Building Sub-code Official  
Plumbing Sub-code Official  
Electrical Sub-code Official  
Building Inspector  
Fire Protection Sub-code Official  
Deputy Chief of EMS  
Deputy Municipal Department Head  
Confidential Agent  
Technical Assistant Land Use  
Electrical Inspector  
Housing Inspector  
Elevator Sub-Code Official

**Classification 7**

Tax Collector  
Director of Parks and Recreation  
General Supervisor of Public Works  
Construction Official/Director of Community Development  
Chief Financial Officer  
Tax Assessor  
Emergency Management Coordinator/EMS Chief  
Road Superintendent  
Department Head  
Economic Development Director

**Classification 8**

Police Sergeant/Detective Sergeant  
Deputy Manager  
Municipal Clerk  
Superintendent of Public Works  
Deputy Chief of Police  
Director of Public Works

**Classification 9**

Police Lieutenant  
Captain  
Chief of Police  
Township Manager

**PART-TIME SALARIED**

**Classification 4**

Prosecutor

**Classification 5**

Judge

**Classification 10**

Public Defender

Mayor

Township Council

Recreation Program Director

Recycling Coordinator

Department Head

Community Relations Aide

Housing Officer

Zoning Officer

Payroll Supervisor

Confidential Assistant

Executive Secretary

Operator Elderly and Handicapped Persons

Planning/Zoning Board Secretary

**PART-TIME HOURLY**

**Classification 12**

Recreation Craft Coordinator

Recreation Site Director

Assistant Recreation Site Director

Recreation Aide

School Traffic Guard

Communications Operator

Clerk

Account Clerk

Payroll Clerk

Laborer

Truck Driver

Equipment Operator

Emergency Medical Technician

Park Watchman

Building Sub-code

Inspector-All Disciplines

EMS Physician

Confidential Assistant

Animal Attendants

Senior Communications Operator

Recreation Attendant

Special Law Enforcement Officer

Confidential Agent

Zoning/Planning Board Secretary

**Section II**

The annual compensation ranges indicated by the salary classification numbers set forth in Section 1 of said Ordinance shall be as indicated hereinafter.

**CLASSIFICATION NUMBER/MINIMUM/MAXIMUM**

1 \$31,150 to \$60,000

2 \$45,391 to \$80,000

- 3 \$48,327 to \$90,000
  - 4 \$42,323 to \$95,000
  - 5 \$44,000 to \$160,000
  - 6 \$71,330 to \$130,000
  - 7 \$86,615 to \$180,000
  - 8 \$120,000 to \$195,000
  - 9 \$146,000 to \$200,000
  - 10 \$5,584 to \$10,000
  - 11 \$6,000 to \$73,500
  - 12 minimum-wage to \$75.00
- Section III

The employees, position holders, and officers referred to in section I shall be paid in accordance with the Township policy.

Section IV

All new full-time employees shall be paid an annual salary as set forth in section II of the salary classification and as provided for in the appropriate section of the current budget.

Section V

In the event of a position reclassification, should the position be in the same salary range, there will be no change in any employees' salary. If the position is reclassified to one with the higher salary range, an employees' salary will be raised within the range of the new salary class as determined by the Township Manager.

Section VI

Salary changes caused by position re-classification shall take effect on the first day of the first regular pay period following the date of the approval of such reclassification by Township Council.

Section VII

Salary increases shall be granted within the ranges outlined in each salary classification set forth in Section II of this ordinance. The increases shall be determined by the Township Manager subject to the approval by Township Council.

Section VIII

Employees with at least one full year of service to the Township as of January 1 of any year shall be eligible for such increases as determined by the Township Manager with approval of the Township Council and within the salary ranges as identified in that years salary ordinance.

Section IX

The longevity plan provides for increases above the appropriate salary grade for municipal council members and full-time employees that were hired before 01/01/2010 (employees hired after 01/01/2010 are not eligible for longevity) in recognition for years of continued and faithful service as follows:

1. Total of \$ 800.00 after ten (10) years of continuous service initiated on the tenth anniversary date ad prorated thereafter throughout the year.
2. Total of \$1600.00 after fifteen (15) years of continuous service initiated on the fifteenth anniversary date ad prorated thereafter throughout the year.
3. Total of \$2600.00after twenty (20) years of continuous service initiated on the twentieth anniversary date ad prorated thereafter throughout the year.

4. Total of \$3600.00 after twenty-five (25) years of continuous service initiated on the twenty-fifth anniversary date and prorated thereafter throughout the year.
5. Total of \$4600.00 after thirty (30) years of continuous service initiated on the thirtieth anniversary date and prorated thereafter throughout the year.

#### Section X

Emergency overtime pay shall be granted by the Township Manager upon recommendation by the department head in which work time in excess of the regularly scheduled work hours occur. Prior approval of the Township Manager must be obtained before any non-emergency work is performed. Department heads and other exempt employees, shall not be eligible for overtime pay for the normal course of their duties.

#### Section XI

Full time employees and their immediate family members, including civil union partner, are provided Health, Dental, Prescription, Optical insurance coverage administered by the State Health Benefits Plan. Full time is defined as being regularly scheduled to work at least 30 hours per week. The Township reserves the right to change provider networks, claims agents, and insurance mechanisms (fully insured versus health insurance fund, e.g.). The complete benefit plan is on file in the Township Manager's office and a Summary Plan Description will be provided to all employees. Benefit levels for non-unionized employees are subject to change at the discretion of the Township. All employees must make their necessary contributions in accordance with Chapter 78 and/or Chapter 44.

All non-contractual employees with more than ten years of continuous service may sell back fifty percent (50%) of unused sick days up to a maximum of forty (40) days and at a maximum of \$15,000 upon leaving the Township.

Employees hired on or after January 01, 2011 are not eligible for any approved annual sick buy-back.

#### Section XII

Retirement and pension benefits and life insurance shall be provided for Township employees by the Public Employees Retirement System and the Police and Fireman's Retirement System and/or the Deferred Compensation Retirement Plan, as applicable, in the State of New Jersey and shall be paid by the employee with the approved plan.

#### Section XIII

All existing ordinances and laws of the Township inconsistent herewith are repealed to the extent of such inconsistency.

#### Section XIV

This ordinance does not apply to represented employees covered by the collective bargaining agreements except where collective bargaining agreements are silent.

#### Section XV

If a section, clause, provision or portion of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction; such holding shall not affect or impair any other section, sentence, clause or provision of this ordinance.

Introduction Date: January 3, 2024

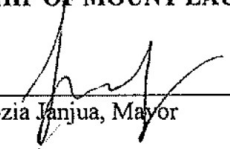
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Cohen	8	✓				<i>Paper</i>
Janjua		✓				
Moustakas	1	✓				
Pritchett		✓				
Steglik		✓				

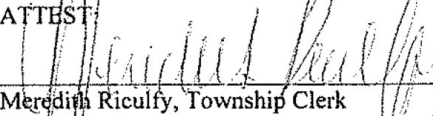
Publication Date: January 11, 2024

Public Hearing Date: February 5, 2024

	MOTION	AYE	NAY	ABSTAINED	ABSENT	TRANSMITTED
Cohen		✓				
Janjua		✓				
Moustakas	2	✓				
Pritchett		✓				
Steglik	1	✓				

**TOWNSHIP OF MOUNT LAUREL**

BY:   
Fozia Janjua, Mayor

ATTEST:  
  
Meredith Riculfy, Township Clerk