

**BOROUGH OF WOODLAND PARK  
COUNTY OF PASSAIC, STATE OF NEW JERSEY**

**ORDINANCE NO. 23-01**

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-16 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2023.**

1BE IT ORDAINED, by the Municipal Council of the Borough of Woodland Park as follows:

- That the annual salaries of certain officials and employees of the Borough of Woodland Park for the year 2023 shall be as follows:

Mayor (with Administrative Responsibilities)	\$161,262.00
Mayor (Part-time/currently unfilled)	\$ 11,555.15
Councilmember	\$7,995.00
Borough Clerk	\$79,805.96
Municipal Search Officer/Search Officer of Issuance of Certifications & Subdivisions/Relocation Officer/OEM	\$9,513.47
Deputy Municipal Clerk	\$37,418.19
Public Agency Compliance Officer	\$1,500.00
Secretary to the Mayor Effective (11/23/2022 through 12/31/2022)	\$40,000.00
Bd. of Health Secretary/Registrar	\$11,171.13
Deputy Registrar	\$10,244.82
Certified Tax Collector/Collector of Water Consumer Accounts	\$60,933.48
Chief Finance Officer/Treasurer	\$124,848.00
Tax Assessor	\$27,123.06
Plumbing Subcode Official	\$17,376.83
Electrical Subcode Official	\$14,094.93
Fire Official	\$54,017.93
Fire Protection Subcode Official	\$6,539.91
Municipal Court Judge	\$31,275.93
Public Works Superintendent	\$124,800.00
Water Distribution Operator	\$7,539.20
Mechanic Supervisor	\$2,329.69
Fire Signal System Superintendent	\$3,455.52
Licensed Waste Water Collection System Operator	\$4,416.32
CRS Coordinator	\$2,601.00
Storm Water Coordinator	\$4,265.64
Class 2/Special Officer (Shared Services w/ BOE) effective September 1, 2022	\$56,457.00
Class 2/Special Officer (Summer School - Shared Services w/ BOE) effective July 1, 2022	\$4,000.00
Class 3/Special Officer (Shared Services w/ BOE) effective Sept 1, 2022	\$45,844.92
Code Enforcement Officer	\$44,570.74
Recycling Program Aide (Full Time)	\$45,777.60
Recreation Coordinator	\$5,760.69
Director of Recreation	\$77,000.00
Open Space Coordinator	\$14,500.00
Municipal Court Administrator	\$76,000.00

- Said salaries shall be effective January 1, 2023 unless otherwise specified above and shall be paid in equal monthly installments with the exception of all full-time employees whose salaries shall be paid in equal semi-monthly installments and those positions designated as Retainers shall be paid on an hourly basis with the exception of Library personnel.

- 3. In addition to the salaries hereinabove set forth, union represented employees shall be entitled to longevity pay in accordance with the agreed upon terms and conditions documented in the respective union contracts. Longevity pay for full time non-union permanent employees, who have documented agreements with the Borough, shall be paid in accordance with those agreements. For all other full-time permanent employees working in the listed titles in this ordinance that were hired prior to January 1, 1996 shall be entitled to longevity pay based upon years of consecutive and cumulative service to the municipality. Longevity pay is not reflected in the salaries stated above.

All periods of service shall be computed from January 1st of the year of full-time permanent appointment unless the date of said appointment took place on or after July 1st, in which case said period of service shall be computed from January 1st of the year following said appointment. If an employee leaves the employment of the Borough of Woodland Park in the year the longevity is due, he/she is entitled to longevity pro-rated on the basis of 1/12 for each month of service completed. Leaves of absence, unless caused by illness or service-connected disability, will disqualify an employee from receiving any longevity as he shall not have had consecutive and cumulative service.

- 4. Overtime pay will be paid to such full-time officers and employees as authorized by the Mayor, or Administrator at the respective officer or employee's straight time rate of pay per hour, unless otherwise provided by law with the exception of Police, Road and Sewer personnel covered by a duly authorized labor contract, who shall be paid 150% of the hourly rate per hour in excess of the work day or week.
- 5. The Municipal Clerk and Deputy Municipal Clerk shall receive compensation as fixed annually by the Borough Council. In addition, when the Municipal Clerk and Deputy Municipal Clerk is required to be present at an election or election-related matter during a time when other municipal employees are off, such as late-night registration, primary election day and general elections day, he or she will receive additional pay for such time spent at a rate of pay calculated at time and half (1.5) of the then-year-current hourly rate.
- 6. All present employees who have completed a minimum of ten (10) years of continued service with the Borough, covered by labor agreements and present permanent full-time employees, upon retirement, as defined pursuant to the respective Retirement System, shall be compensated for unused and accumulated sick leave as follows:
  - a. The employee shall receive a lump sum cash payment of his/her then current rate of pay on a one-for-two basis up to a maximum amount of Ten Thousand (\$10,000) for unused and accumulated sick leave.
  - b. Employees hired before May 21, 2010 are eligible to receive terminal leave for the balance thereafter of unused, accumulated sick leave, if any, on the basis of one day for every two days of sick time.
  - c. An employee must advise the employer of his/her retirement prior to April 1 of the year in which he/she will retire. Payment will then be provided upon his/her retirement date or in April, whichever is later. In the event notice is rendered after April 1, the employee shall be compensated in the first pay period following January. An employee may elect to receive his/her payment in the following calendar year even if notice of retirement is rendered to the Employer prior to April 1, of the year in which the employee retires, provided that such option is exercised in writing at the same time the employee provided his/her notice.
- 7. All present employees covered by labor agreements hired prior to January 1, 1995 and present permanent full-time employees not covered by labor agreements hired prior to January 1, 1995 who have completed a minimum of twenty-five (25) years of continued service or have worked for the municipality fifteen (15) years and have reached the age of 62, shall be entitled to health insurance benefits upon retirement in accordance with N.J.S.A. 40A:10-23.
- 8. This ordinance shall take effect after final passage and publication as required by law and all ordinances and resolutions inconsistent with the provisions of this ordinance are hereby repealed.

Attest:

Approve:

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Sandra Olivola, Municipal Clerk

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Keith Kazmark, Mayor

**Introduced: January 4, 2023**

**Adopted: January 18, 2023**