

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY

ORDINANCE #2018-03

AN ORDINANCE TO PROVIDE AND DETERMINE RATES  
OF COMPENSATION FOR OFFICIALS, OFFICERS AND  
EMPLOYEES OF THE TOWNSHIP OF ANDOVER, COUNTY  
OF SUSSEX AND STATE OF NEW JERSEY

**BE IT ORDAINED** by the Township Committee of the Township of Andover as follows:

**SECTION 1.** The following salaries for the officers hereinafter set forth for the year 2018 beginning January 1, and each year thereafter until amended or repealed, are hereby established and fixed as the salary to be paid for the officers wherein the salaries are set at fixed figures and for the officers wherein a minimum and maximum range is set for the salaries, the salaries shall be paid to the holders of said positions within the minimum and maximum range set by resolution of the Township Committee.

<u>POSITION</u>	<u>ANNUAL SALARY</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
MAYOR	3,000	5,600
TOWNSHIP COMMITTEE	2,500	4,500
ADMINISTRATOR	10,000	50,000
MUNICIPAL CLERK/REGISTRAR	50,000	75,000
ASSISTANT MUNICIPAL CLERK	45,000	70,000
ADMINISTRATIVE ASSISTANT	25,000	45,000
ANIMAL CONTROL CLERK	2,000	6,000
RECYCLING COORDINATOR	2,500	7,500
CLERK 1 – ADMINISTRATION	5,000	50,000
CHIEF FINANCIAL OFFICER/TREASURER	20,000	70,000
CFO SHARED SERVICE	10,000	\$20,000
PRINCIPAL ACCOUNT CLERK/ DEPUTY TREASURER	25,000	65,000
CLERK 1 – FINANCE ACCOUNT CLERK	25,000	55,000
TAX COLLECTOR/TAX SEARCH OFFICIAL	30,000	65,000
TAX COLLECTOR SHARED SERVICES	5,000	7,000
TAX ASSESSOR	15,000	37,000
ASSISTANT TO THE TAX ASSESSOR	10,000	20,000
JUDGE/JOINT MUNICIPAL COURT	45,000	75,000
MUNICIPAL COURT ADMINISTRATOR	20,000	60,000
COURT ADMINISTRATOR SHARED SERVICE	5,000	20,000
DEPUTY COURT ADMINISTRATOR	10,000	50,000
CLERK 1- MUNICIPAL COURT	25,000	35,000

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
SUPERVISOR -- DEPARTMENT OF PUBLIC WORKS	40,000	85,000
DPW FLEET MANAGER	60,000	75,000
BUILDINGS/GROUNDS/SPECIAL PROJECTS SUPERVISOR	5,000	20,000
DEPUTY STORMWATER COORDINATOR	3,000	5,000
BUILDING SERVICE WORKER	20,000	45,000
CONSTRUCTION OFFICIAL	20,000	45,000
BUILDING SUB CODE OFFICIAL	3,000	6,000
PLUMBING SUB CODE OFFICIAL	3,000	6,000
TECHNICAL ASSISTANT TO CONSTRUCTION OFFICE	10,000	20,000
FIRE OFFICIAL	1,000	5,000
ZONING OFFICER	1,000	6,000
FIRE PROTECTION SUB CODE OFFICIAL	1,500	4,500
POLICE CHIEF	70,000	140,000
POLICE SECRETARY	25,000	53,000
RECREATION DIRECTOR/SECRETARY	10,000	20,000
ANIMAL CONTROL OFFICER	4,000	7,500
CLEAN COMMUNITIES COORDINATOR	1,000	5,500
LAND USE BOARD SECRETARY	20,000	40,000
EMERGENCY MANAGEMENT COORDINATOR	2,500	7,000
DEPUTY EMERGENCY MANAGEMENT COORDINATOR	1,000	3,000

**SECTION 2.** The following officers and employees shall be paid compensation at an hourly basis and shall be subject to the overtime provision of Chapter 5, Section 5-6.1, Revised General Ordinances of the Township of Andover. The Township Committee, in consultation with the Administrator, Police and Public Works Department Supervisors, may authorize compensatory time off in lieu of overtime pay, pursuant to Chapter 5-5.4(d). Seasonal employees shall receive straight time for all hours worked and shall not be subject to overtime provisions.

<u>POSITION</u>	<u>HOURLY RATES</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
Clerk Typist	12.00	22.00
CLERK 1 - TAX	12.00	22.00
CLERK 1 - COURT	12.00	22.00
CLERK 2	12.00	22.00
TEMPORARY LABORER	15.00	25.00
PART TIME LABORER	15.00	25.00

SPECIAL COURT OFFICER	20.00	25.00
PART-TIME DISPATCHER	15.00	30.00

PER SESSION/MEETING/CALL OUT/PER HOUR

MUNICIPAL CLERK/ASSISTANT CLERK PER EVENING MEETING	25.00 PER HOUR	40.00 PER HOUR
MUNICIPAL COURT ADMINISTRATOR/ DEPUTY COURT ADMIN/PER EVENING SESSION	25.00 PER HOUR	40.00 PER HOUR
COURT ADMINISTRATOR/DEPUTY COURT ADMIN	30.00 per call out	50.00 per call out
PUBLIC DEFENDER/CONFLICT PUBLIC DEFENDER JOINT MUNICIPAL COURT	150.00 PER CASE	250.00 PER CASE
BOARD/COMMISSION SECRETARY	25.00 PER HOUR	40.00 PER HOUR

**SECTION 3.** Specific salaries for each position set forth shall be adopted by Resolution of the Township Committee and may be amended.

**SECTION 4.** Regular pay period for officials, officers and employees shall be biweekly, provided the Treasurer may establish other suitable pay periods as necessary.

**SECTION 5.** The Township of Andover reserves the right to pay any new employees a salary less than the minimum stated above; provided, however, that upon successful completion of a probationary period, said employee shall be paid a salary of at least equal to the minimum stated for that position.

**SECTION 6.** The Township Committee may grant discretionary increments to any employee, provided that the employee's salary not exceed the maximum for that position.


**SECTION 7.** Should any section, paragraph, sentence, clause or phrase of the ordinance be declared invalid for any reasons, the remaining portions of this ordinance shall not be affected thereby and shall remain in full force and effect. The provisions of the ordinance are hereby repealed.

**SECTION 8.** All prior salary ordinances are hereby repealed.

**SECTION 9.** This Ordinance shall take effect upon the adoption and publication as provided by law.

**ATTEST:**

  
 Diana Francisco, Clerk/Administrator

By   
 Janis Mc Govern, Mayor

Introduced: February 26, 2018

Adopted: March 12, 2018

Published March 16, 2018

VOTE: Bensley, Blackburn, Carafello, Walsh, Mc Govern : Ayes  
 Ø : NAYS