

**O-15-019
PENDING ORDINANCE
2014 MANAGEMENT (NON-UNION) SALARY ORDINANCE**

AN ORDINANCE CREATING CERTAIN OFFICES, POSITIONS AND EMPLOYMENTS IN THE TOWNSHIP OF MONTCLAIR, IN THE COUNTY OF ESSEX, AND FIXING THE SALARY RANGES THEREOF.

**July 21, 2015
(date of introduction)**

Section 1. The following enumerated offices, positions and employments in the Township of Montclair, in the County of Essex, hereby are created, except as statute otherwise provided, and the respective salary ranges hereby are fixed as the amount to be paid to holders of the said respective offices, positions and employments and shall receive as a salary, pay or compensation therefor an amount within the salary range as set forth for such office, position and employment. The provisions of this ordinance when adopted shall take effect as of January 1, 2014.

POSITION	MINIMUM	MAXIMUM
Township Manager	145,000	165,000
Township Attorney		125,000
Judge		84,834
Assistant Township Attorney		54,969
Township Prosecutor		500 Per Session
Chief of Police	146,767	163,170
Fire Chief	142,776	158,733
Deputy Chief – Police	134,090	147,989
Deputy Chief – Fire	129,319	143,965
Director of Finance/Chief Financial Officer	119,410	138,422
Director of Community Services	119,410	138,422
Director of Health & Human Services	107,282	128,761
Director of Planning & Community Development	107,282	128,761
Township Clerk (hired before 1/1/04)	103,480	124,453
Director of Recreation & Cultural Affairs	96,276	115,287
Director of Utilities	96,276	115,287
Comptroller	85,827	107,245
Director of Human Resources	85,827	107,245
Director of Information Services	85,827	107,245
Deputy Township Manager	58,440	74,458
Township Clerk (hired after 1/1/04)	85,827	107,245
Principal Accountant/Payroll Manager	75,027	93,785
Executive Assistant to Township Manager	67,276	81,017
Deputy Township Clerk	62,017	75,542
Public Health Nurse	59,028	73,635
Administrative Services Coordinator	57,192	68,772
HRIS Coordinator	57,192	68,772
Supervisor of Payroll & Pensions	57,192	68,772
Administrative Assistant	47,695	57,257
Project Specialist	43,732	52,485
Secretary	37,070	44,380
Director Admin/Code Enforcement/Environmental Affairs	96,276	115,287
HR Generalist	47,695	57,257
Animal Shelter Director	50,000	80,000
Payroll Administrator	47,695	57,257

Section 2. Each employee hired prior to May 31, 1994 who shall have been an employee of the Township for a continuous period of five years, in addition to his/her regular salary, shall receive a service incremental pay from and after the anniversary date of his/her employment which shall be based upon the total number of years of his/her service as an employee of the Township as follows:

After five years but less than ten	2% of salary
After ten years but less than fifteen	3.5% of salary
After fifteen years but less than twenty	5.0% of salary
After twenty years but less than twenty-five	6.5% of salary
After twenty-five or more years	8.0% of salary

NOTE: Each new employee hired after June 1, 1994 will receive a service incremental pay as follows:

After five years but less than ten	0.5% of salary
After ten years but less than fifteen	1.0% of salary
After fifteen years but less than twenty	1.5% of salary
After twenty years but less than twenty-five	2.0% of salary
After twenty-five or more years	2.5% of salary

NOTE: Each new employee hired after September 1, 1998 will NOT be entitled to receive a service incremental pay.

NOTE: Those employees appointed by the Township Council may receive incremental pay at the discretion of the Township Council and subject to budget availability.

Section 3. For any given year all increments will be determined by the Township Manager according to the anniversary date of employment or promotion.

Those employees beginning the year at the maximum, other than those appointed by the Township Council, may also be entitled to a performance evaluation increment based upon their specific level of achievement. This increment may exceed the maximum of the salary range and will be payable in lump sum when so authorized by the Township Manager and subject to budget availability. Those employees appointed by the Township Council may receive performance adjustments to be determined by the Township Council and subject to budget availability.

Section 4. Each employee covered by this ordinance shall be entitled to four (4) personal days per year. An employee who commences employment under this ordinance after May 1 shall be entitled to two (2) personal days for that calendar year

Section 5. Each new employee hired after October 1, 1993 will have terminal leave capped at \$5,000.00.

Section 6. Subject to law and contractual obligations, the Manager is authorized to establish and implement temporary and special compensations and stipends in any department.

Section 7. For Police Chief and Deputy Chiefs who shall have been an employee of the Township for a continuous period of five years, in addition to his/her regular salary, shall receive a service incremental pay from and after the anniversary date of his/her employment which shall be based upon the total number of years of his/her service as an employee of the Township as follows:

Upon completion of 15 years but less than 20 years		2%
Upon completion of 15 years but less than 20 years		4%
Upon completion of 15 years but less than 20 years		6%
Upon completion of 20 years but less than 24 years		8%
Upon completion of 24 years or more		10%

New Hires after July 1, 1994

Upon completion of 15 years but less than 20 years		2%
Upon completion of 15 years but less than 20 years		3%
Upon completion of 15 years but less than 20 years		5%
Upon completion of 20 years but less than 24 years		6%
Upon completion of 24 years or more		8%

Section 8. Employees hired on or after July 1, 1994 will have a \$18,750 cap on terminal leave. Section

9. For Fire Chief and Deputy Chiefs who shall have been an employee of the Township for a continuous period of five years, in addition to his/her regular salary, shall receive a service incremental pay from and after the anniversary date of his/her employment which shall be based upon the total number of years of his/her service as an employee of the Township as follows:

Upon completion of 15 years but less than 20 years		2%
Upon completion of 15 years but less than 20 years		4%
Upon completion of 15 years but less than 20 years		6%
Upon completion of 20 years but less than 24 years		8%
Upon completion of 24 years or more		10%

New Hires after July 1, 1994

Upon completion of 15 years but less than 20 years		2%
Upon completion of 15 years but less than 20 years		3%
Upon completion of 15 years but less than 20 years		5%
Upon completion of 20 years but less than 24 years		6%
Upon completion of 24 years or more		8%

Section 10. Employees hired on or after July 1, 1994 will have a \$13,000 cap on terminal leave.

Section 11. New employees hired after January 1, 2009 will NOT be entitled to receive service incremental pay.