

**ORDINANCE O:02-2024**

**AN ORDINANCE FIXING THE SALARIES OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MONROE, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

**WHEREAS**, the purpose of the salary ordinance is to establish classification titles and “base rates” of compensation for all officers and employees of the Township though 2024; and

**WHEREAS**, the actual compensation to be paid each employee within the salary levels established by this ordinance, together with other benefits to be paid each employee, and the method and standards by which each employee is to be compensated are more fully set forth in the Township of Monroe’s “Detailed Line Item Budget,” Personnel Ordinances and negotiated “Employee/Employer Labor Agreements.” These documents are on file in the Office of the Clerk of the Township of Monroe and will not be repeated in this ordinance verbatim, because of their length; and

**SECTION I.**

Job Title	Hourly Rate		Salary		Fixed Rate
	Min	Max	Min	Max	
Business Administrator			\$107,668	\$138,200	
Assistant to the Business Administrator			\$55,000	\$80,000	
Confidential Aide to the Mayor			\$55,000	\$80,000	
Human Resources Coordinator			\$88,668	\$121,500	
Assistant Personnel Technician			\$45,136	\$66,726	
Mayor (Annual)					\$13,000
Deputy Mayor (Annual)					\$8,000
Council Member (Annual)					\$10,000
Council President (Annual)					\$11,000
Director of Code Enforcement (Annual)					\$8,000
Director of Community Affairs (Annual)					\$8,000
Director of Community Development (Annual)					\$8,000
Township Solicitor					Determined by Contract
Director of Parks & Recreation (Annual)					\$8,000
Director of Public Safety (Annual)					\$8,000
Director of Public Works (Annual)					\$8,000
Director of Real Estate (Annual)					\$8,000
Municipal Department Head	\$21.63	\$38.40			
Tax Collector			\$57,936	\$108,500	
Chief Financial Officer			\$88,668	\$120,000	
<b>Assistant Budget Examiner</b>			<b>\$55,000</b>	<b>\$80,000</b>	
Municipal Clerk			\$64,890	\$103,500	
Deputy Municipal Clerk			\$50,000	\$69,200	
Administrative Clerk			\$49,490	\$78,000	
Registrar of Vital Statistics			\$43,303	\$77,100	
Municipal Court Administrator			\$51,250	\$93,718	

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Deputy Municipal Court Administrator			\$50,000	\$68,128	
Construction Official			\$65,431	\$137,200	
Technical Assistant to the Construction Official			\$49,490	\$65,000	
Code Enforcement Officer, Sub Code Officials: (Building, Plumbing, Electrical), Fire Officials	\$24.77	\$55.00			
Housing Official	\$30.28	\$55.00			
Zoning Code Official			\$49,490	\$91,000	
Planning Board Member (Per Meeting)					\$25
Zoning Board of Adjustment Member (Per Meeting)					\$25
Board/Commission Secretary – General (Per Meeting)					\$60
Planning – Zoning – Council – Ordinance – Economic Development Commission Secretary (Per Meeting)					\$75
Past Midnight Meeting					\$130
Transcriber (Non-Department Related)					\$100
Transcriber (Department Related)					\$75
Judge of Municipal Court			\$16,763	\$37,853	
<b>Conflict Judge of Municipal Court</b>					<b>\$500 per session</b>
Prosecutor (Annual)					NTE \$30,000
Conflict Prosecutor (Annual)					NTE \$6,000
Public Defender (Annual)					NTE \$20,000
Substitute Public Defender (Annual)					NTE \$8,652
Superintendent of Public Works			\$68,107	\$128,500	
Assistant Superintendent of Public Works			\$65,000	\$99,750	
Supervisor of Sanitation			\$62,986	\$92,245	
Supervising Mechanic			\$62,986	\$99,200	
Supervisor of Roads			\$62,986	\$92,245	
Supervisor of Buildings & Grounds			\$62,986	\$92,245	
Supervisor of Parks & Recreation			\$50,614	\$75,100	
Deputy Emergency Management Coord.	\$18.49	\$31.20			
Clean Communities Coordinator (Annual)					\$1,000-\$3,000
Certified Recycling Professional (Annual)					\$1,000-\$3,000
Camp Coordinator/Assistant Coordinator	\$17.30	\$26.00			
Camp Counselors	\$14.13	\$22.60			

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Court Attendant (Per Court Appearance)					\$60-\$125
Property and Evidence Custodian	\$19.50	\$31.25			
Chief of Police			\$160,002	\$179,500	
Deputy Chief of Police			\$160,001	\$175,100	
SLEO II					\$33.80 (year 1) \$35.67 (year 2) \$37.55 (year 3) \$39.05 (year 4 & beyond)
SLEO III					\$33.80 (year 1) \$35.67 (year 2) \$37.55 (year 3) \$39.05 (year 4 & beyond)

**SECTION II.** Contractual Salaries covered by UFCW 360, Monroe Township Supervisor’s Association and the Monroe Township Police Officers’ Association Collective Bargaining Agreements are listed in their agreements and are not listed in the salary ordinance.

**SECTION III.** The following classification and pay scale are hereby established. The ordinance shall take effect twenty (20) days after final passage and publication as required by law.

**TOWNSHIP OF MONROE**

\_\_\_\_\_  
**CNCL. PRES., CHELSEA VALCOURT**

**ATTEST:**

\_\_\_\_\_  
**Twp. Clerk, Aileen Chiselko, RMC  
or Deputy Clerk, Jennifer Harbison, RMC**

**CERTIFICATION OF CLERK**

The foregoing Ordinance was introduced at a meeting of the Township Council of the Township of Monroe held on the 14<sup>th</sup> day of February, 2024, and will be considered for final passage and adoption at a meeting of the Township Council of the Township of Monroe to be held on 28<sup>th</sup> day of February, 2024 at the Municipal Building, 125 Virginia Avenue, Williamstown, New Jersey 08094, at which time any person interested therein will be given an opportunity to be heard.

\_\_\_\_\_  
**Twp. Clerk, Aileen Chiselko, RMC  
or Deputy Clerk, Jennifer Harbison, RMC**

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**ROLL CALL VOTE**

**1<sup>st</sup> Reading**

	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Cncl. Adams</b>				
<b>Cncl. Fox</b>				
<b>Cncl. Garbowski</b>				
<b>Cncl. Heverly</b>				
<b>Cncl. McKinney</b>				
<b>Cncl. O'Reilly</b>				
<b>Cncl. Pres. Valcourt</b>				
<b>Tally:</b>				

**2<sup>nd</sup> Reading**

	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Cncl. Adams</b>				
<b>Cncl. Fox</b>				
<b>Cncl. Garbowski</b>				
<b>Cncl. Heverly</b>				
<b>Cncl. McKinney</b>				
<b>Cncl. O'Reilly</b>				
<b>Cncl. Pres. Valcourt</b>				
<b>Tally:</b>				

The foregoing ordinance was hereby approved by the Mayor of the Township of Monroe on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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**MAYOR GREGORY A. WOLFE**