

EXPLANATION: This Ordinance establishes employee grades and salary ranges for 2015 and future years.

**BEDMINSTER TOWNSHIP
ORDINANCE No. 2015-001**

AN ORDINANCE ESTABLISHING EMPLOYEE GRADES AND SALARY RANGES

BE IT ORDAINED by the Township Committee of the Township of Bedminster in the Count of Somerset and State of New Jersey, as follows:

SECTION 1 The Township of Bedminster hereby establishes employee salaries beginning in the 2015 calendar year and remaining in effect until a new ordinance is adopted.

TOWNSHIP COMMITTEE

Township Committee Member	ANNUAL SALARY RANGE	3,000 TO	7,000
Mayor	ANNUAL SALARY RANGE	4,000 TO	8,000

ADMINISTRATION & OFFICE STAFF

GRADE 1*** Administrative Clerk, Van Driver, Board Secretary I	ANNUAL HOURLY	12.00 TO	19.00
GRADE 2*** Recreation Coordinator, Senior Account Clerk, Board Secretary II, Assistant Court Clerk	ANNUAL HOURLY	15.00 TO	29.50
GRADE 3** Technical Assistant to Construction Official*, Assessment Assistant, Deputy Court Administrator	ANNUAL SALARY RANGE	38,000 TO	62,000 (60,000)
GRADE 4** Executive Admin. Assistant, Deputy Municipal Clerk Senior Account Clerk/Payroll Clerk*	ANNUAL SALARY RANGE	44,500 TO	65,000 (58,500)
GRADE 5*** Sub Code Inspectors	ANNUAL HOURLY	25.00 TO	45.00 (35.00)
GRADE 6*** Sub Code Officials-Fire, Electrical, Building, Plumbing; Fire Prevention Officer	ANNUAL HOURLY ANNUAL SALARY RANGE	28.00 TO 46,800 TO	50.00 (40.00) 80,000
GRADE 7** Court Administrator	ANNUAL SALARY RANGE	54,000 TO	75,000 (78,500)
GRADE 8*** Purchasing Agent/Benefits Coordinator	ANNUAL SALARY RANGE	(54,000) 39,000 TO	79,000
GRADE 9* (was 28 hrs/week-now 40) Recreation Director	ANNUAL SALARY RANGE	63,000 TO	82,000 (76,000)
GRADE 10** Tax/Sewer Collector	ANNUAL SALARY RANGE	60,000 TO	85,000 (95,000)

GRADE 11**

Construction Code Official

ANNUAL SALARY RANGE	60,000 TO	96,500
PRORATED – 31 HOURS	55,600 TO	78,000

GRADE 12***

Tax Assessor

ANNUAL SALARY RANGE	67,000 TO	98,600 (97,900)
PRORATED – 28 HOURS	55,600 TO	80,000 (78,325)

GRADE 13***

Chief Financial Officer/Treasurer

ANNUAL SALARY RANGE	72,800 TO	110,000 (100,100)
ANNUAL HOURLY	45.00 TO	70.00 (60.00)

GRADE 14*

Municipal Clerk

ANNUAL SALARY RANGE	75,000 TO	115,000 (98,600)
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GRADE 15*

Administrator

ANNUAL SALARY RANGE	10,000 TO	150,000
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GRADE 16***

Municipal Court Judge

ANNUAL SALARY RANGE	(36,000) 30,000 TO	60,000
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POLICE

GRADE 1***

School Crossing Guard, Matron

ANNUAL HOURLY	13.00 TO	20.00
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GRADE 2***

Police Aide/Desk Clerk

ANNUAL HOURLY	16.00 TO	27.00
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GRADE 3***

Special Police Officer

ANNUAL HOURLY	17.00 TO	28.00
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GRADE 4*

Police Secretary/Records Clerk

ANNUAL SALARY RANGE	38,000 TO	60,000
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GRADE 5*

Police Office Manager

ANNUAL SALARY RANGE	(48,000) 40,000 TO	62,000
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GRADE 6*

Police Lieutenant

ANNUAL SALARY RANGE	(105,550) 128,100 TO	(140,000) 145,000
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GRADE 7*

Police Chief

ANNUAL SALARY RANGE	(118,200) 140,000 TO	(150,000) 160,000
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PUBLIC WORKS

New hires (as of November 2013) or promotions (as of January 2016) will begin at STEP 1 per GRADE and receive the % increase indicated for that grade until reaching STEP 5 at the first pay period of the next calendar year, but will not additionally receive the % increase that is approved by the TC at the time the current year’s budget is approved.

After STEP 5 the employee will receive the annual % increase approved by the Township Committee (TC).

A GRADE 2 employee that does not have the minimum class B CDL will only receive the annual % increase approved by the TC.

A GRADE 2 employee that receives the minimum class B CDL within the first 5 years of employment from date of hire, will receive a salary adjustment to the next STEP closest to their current salary during the current year that it was obtained and will then receive the % increase as indicated the following year until reaching STEP 5.

An employee that is approved and promoted to an Assistant Foreman position by the TC, will receive a \$3500 increase to their current salary at the time of promotion. They will be placed in the closest GRADE and STEP with their combined base salary plus the \$3500 increase and will only receive the % increase approved by the TC for the current year's budget.

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	LIMIT
GRADE 1							
Seasonal Laborer							
HOURLY (40 Hrs. per week)		\$12.00	\$12.50	\$13.00	\$13.50	\$14.00	\$15.00
GRADE 2							
Office Manager							
HOURLY (25 TO 40 Hrs. per week)		\$15.00	\$17.50	\$20.00	\$22.50	\$25.00	\$30.00
GRADE 3							
Laborer	7% Annual Increase	\$30,000	\$32,100	\$34,347	\$36,751	\$39,374	\$45,000
(move 1 STEP w/CDL Class B)							
GRADE 4							
Truck Driver w/CDL Class B	5% Annual Increase	\$40,500	\$42,525	\$44,651	\$46,883	\$49,228	\$55,000
(minimum 5 yrs w/CDL)							
GRADE 5							
Truck Driver, Equipment Operator I	5% Annual Increase	\$45,000	\$47,250	\$49,613	\$52,093	\$54,698	\$65,000
GRADE 6							
Mechanic, Equipment Operator II	3% Annual Increase	\$52,000	\$53,560	\$55,166	\$56,145	\$58,526	\$70,000
GRADE 7							
General Foreman	3% Annual Increase	\$65,000	\$66,950	\$68,959	\$71,027	\$73,158	\$85,000
GRADE 8							
Principal Public Works Manager	3% Annual Increase	\$85,000	\$87,550	\$90,177	\$92,882	\$95,668	\$135,000

* 40 hour/week position

**35 hour/week position

***less than 35 hour/week position

Introduced by: Cw Staci Santucci

Passed: February 17, 2015

Published: February 19, 2015

Adopted: March 2, 2015

ATTEST:

BEDMINSTER TOWNSHIP COMMITTEE

By: _____
Judith A. Sullivan, RMC

By: _____
Steven E. Parker, Mayor

Introduced	Seconded	Township Committee	Vote for Adoption	Nay	Abstain	Absent
		Steven E. Parker, Mayor				
		Bernie Pane				
		Lawrence F. Jacobs				
		Staci Santucci				
		Kenneth Olsen				