

# **Borough of Tenafly**

## ORDINANCE NO. 17-15

### AN ORDINANCE TO AMEND THE TITLE, SALARY, WAGE OR COMPENSATION OF THE EMPLOYEES OF THE TENAFLY ADMINISTRATIVE EMPLOYEES BARGAINING UNIT FOR THE CALENDAR YEARS 2017, 2018, AND 2019

BE IT ORDAINED by the Mayor and Council of the Borough of Tenafly, in the County of Bergen and State of New Jersey, as follows:

**Section 1.** That the respective salary, wage or compensation of the following employees represented by the Tenafly Administrative Employees Bargaining Unit be hereby fixed at the following rates, retroactive to January 1, 2017 and effective January 1, 2018, and January 1, 2019, as shown below:

#### **A. CONTRACT SALARY INCREASES**

1. Effective January 1, 2017, an increase of 2% for full-time employees and covered part-time employees; and
2. Effective January 1, 2018, an increase of 2% for full-time employees and covered part-time employees; and
3. Effective January 1, 2019, an increase of 2% for full-time employees and covered part-time employees.

#### **B. SALARY RANGES**

<u>POSITION CLASSIFICATIONS</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
<u>Full-time</u>		
Receptionist/Clerk	\$ 28,000	\$ 37,500
Custodian	\$ 25,000	\$ 42,000
Administrative Assistant, Fire Services Administrative Assistant, Public Works Administrative Assistant	\$ 35,000	\$ 46,500
Assistant Director, Recreation Assistant Director, Senior Center Senior Assistant to Director, Youth Center Assistant to Tax Assessor Assistant Tax Collector Finance Assistant	\$ 30,000	\$ 50,000
Department Secretary, Recreation Department Secretary/Technical Assistant	\$ 30,000	\$ 56,000

Court Administrator	\$ 35,000	\$ 62,500
Deputy Municipal Assessor		
Deputy Municipal Treasurer		
Records Clerk	\$25,000	\$ 41,000
Tax Clerk	\$28,000	\$ 37,000
Fire Official/Fire Subcode Official	\$37,500	\$ 88,500

Part-Time

Code Enforcement Officer		\$ 25,000
Electrical Sub-code Official		\$ 19,000
Elevator Sub-code Official		\$ 9,000
Plumbing Sub-code Official		\$ 22,500

Part-Time Hourly

Accounts Payable Clerk	\$ 10.00/hr.	\$ 30.00/hr.
Clerical Assistant		
Custodian		
Deputy Court Administrator		
Payroll Clerk		
Police Clerical		
Recreation Aide		
Recreation Site Supervisor		
Senior Assessing Clerk		
Violations Clerk		
Youth Services Assistant		
Fire Inspector	\$25.00/hr.	\$ 33.00/hr.

**Section 2.** The employment relationship for Borough employees referred to in this Ordinance shall be governed by the terms of this ordinance, any contract executed as a result of negotiations in accordance with the laws of New Jersey, the Personnel Manual applying to the respective department as adopted by resolution of the Mayor and Council, and any specific rules and regulations adopted for the department unless otherwise modified under the emergency powers of the Mayor of the Borough of Tenafly.

**Section 3.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

**Section 4.** Should any rate, salary, schedule or section of this ordinance be declared invalid or otherwise unlawful, such items shall be severable, it being the intent of the

Mayor and Council that all remaining portions not so invalidated shall remain in full force and effect.

**Section 5.** This ordinance shall take effect immediately upon adoption and publication as required by law and retroactive when applicable and as specifically stated herein.

INTRODUCED: September 12, 2017

ADOPTED:

ATTEST:

APPROVED:

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Lissette Aportela, MPA, RMC  
Borough Clerk

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Peter S. Rustin  
Mayor