
AGENDA

BOROUGH OF WASHINGTON, WARREN COUNTY, NJ

**October 4, 2022
7:00 PM**

STATEMENT OF ADEQUATE NOTICE

The requirements of the Open Public Meetings Law, P.L. 1975, Chapter 231 have been satisfied in that adequate notice of this meeting has been published in the Express-Times and Star Ledger and posted on the Boroughs website stating the time, place and purpose of the meeting as required by law.

FLAG SALUTE

ROLL CALL Brown, Conry, Heinrich, Noone, Norris, Ron and Cox.

AUDIENCE/COUNCIL APPEARANCE

Remarks, petitions, statements and testimony from guests

MINUTES

Regular Meeting minutes:
September 6, 2022
September 20, 2022

Agenda-Continued

NEW BUSINESS

OLD BUSINESS

ORDINANCES 2nd Reading

ORDINANCE 2022-11

AN ORDINANCE FIXING THE SALARY AND WAGES OF CERTAIN MUNICIPAL OFFICIALS, APPOINTEES, EMPLOYEES, AND STIPENDS APPLICABLE THERETO AND REPEALING PORTIONS OF PRIOR INCONSISTENT SALARY AND WAGE ORDINANCES BEGINNING JANUARY 1, 2022

RESOLUTIONS

RESOLUTION 2022-121

AUTHORIZING AN AWARD OF CONTRACT FOR PROFESSIONAL SERVICE TO CP ENGINEERS NJ LLC
NON FAIR AND OPEN AWARD OF CONTRACT FOR MUNICIPAL WASTEWATER ENGINEERING
CONSULTING SERVICE

VOUCHERS

RECAP

COUNCIL REMARKS

Remarks, Reports, Discussions

EXECUTIVE SESSION-if needed

ADJOURNMENT _____ P.M.

ORDINANCE 2022-11						
AN ORDINANCE FIXING THE SALARY AND WAGES OF CERTAIN MUNICIPAL OFFICIALS, APPOINTEES, EMPLOYEES, AND STIPENDS APPLICABLE THERETO AND REPEALING PORTIONS OF PRIOR INCONSISTENT SALARY AND WAGE ORDINANCES BEGINNING JANUARY 1, 2022						
SCHEDULE A – FULL-TIME CLASSIFIED						
POSITION TITLE				SALARY OR WAGE RANGE		
Account Clerk				\$41,458	-	\$63,861 AN
Animal Control Officer				\$12,500	-	\$80,000 AN
Keyboarding Clerk 2				\$41,458	-	\$63,861 AN
Administrative Clerk				\$57,370	-	\$89,095 AN
Assistant Municipal Tax Collector				\$49,610	-	\$76,475 AN
Building Maintenance Worker				\$51,269	-	\$66,679 AN
Clerk 1 (NC)				\$24,099	-	\$36,129 AN
Code Enforcement Officer/Zoning Officer				\$56,947	-	\$78,849 AN
Equipment Operator				\$61,506	-	\$79,998 AN
Keyboarding Clerk 3				\$61,506	-	\$79,998 AN
Laborer 1 (NC)				\$46,478	-	\$61,923 AN
Library Assistant				\$36,595	-	\$55,694 AN
Keyboarding Clerk 1				\$36,595	-	\$55,694 AN
Library Director				\$58,462	-	\$78,382 AN
Road Repairer 3				\$68,627	-	\$87,609 AN
Road Repairer Supervisor				\$74,414	-	\$91,410 AN
Senior Account Clerk				\$59,759	-	\$81,009 AN
Supervising Library Assistant				\$44,240	-	\$66,409 AN
Truck Driver (NC)				\$55,168	-	\$73,941 AN
Housing and Zoning Inspector Trainee (NC)				\$32,832	-	\$50,499 AN
Housing and Zoning Inspector				\$21,621	-	\$57,904 AN
Code Enforcement Officer				\$21,621	-	\$57,904 AN
Zoning Officer				\$21,621	-	\$57,904 AN
Fire Official				\$21,621	-	\$57,904 AN
SCHEDULE B – PART-TIME CLASSIFIED						
POSITION TITLE				SALARY OR WAGE RANGE		
Account Clerk				\$13.00	-	\$35.00 Hr.
Animal Control Officer				\$8,000	-	\$80,000 AN
Assistant Animal Control Officer				\$2,000	-	\$5,000 AN

DRAFT ONLY-Subject to change

Building Service Worker					\$13.00	-	\$35.00	Hr.
Clerk 1 (NC)					\$13.00	-	\$35.00	Hr.
Code Enforcement Officer (Title Code #01285)					\$13.00	-	\$35.00	Hr.
Code Enforcement Officer/Zoning Officer (Title Code #05897)					\$13.00	-	\$50.00	Hr.
Deputy Municipal Emergency Management Coordinator					\$2,000	-	\$10,000	AN
Deputy Municipal Emergency Management Coordinator (Combined with Manager-Stipend)					\$6,500*			AN
Deputy Registrar of Vital Statistics					\$1,500	-	\$3,000	AN
Engineering Aide					\$30.00	-	\$50.00	Hr.
Fire Official					\$20.00	-	\$50.00	Hr.
Fire Prevention Specialist					\$15.00	-	\$35.00	Hr.
Keyboarding Clerk					\$13.00	-	\$35.00	Hr.
Librarian 1 (Title Code #07569)					\$18.00	-	\$35.00	Hr.
Library Director					\$36.00	-	\$65.00	Hr.
Library Assistant (NC-Title Code #07467)					\$13.00	-	\$35.00	Hr.
Senior Library Assistant (C-Title Code #03416)					\$13.00	-	\$35.00	Hr.
Zoning Officer (Title Code #04338)					\$13.00	-	\$35.00	Hr.
Housing and Zoning Inspector Trainee (NC)					\$13.00	-	\$35.00	Hr.
Housing and Zoning Inspector					\$13.00	-	\$35.00	Hr.
<u>SCHEDULE C – UNCLASSIFIED SERVICE</u>								
<u>POSITION TITLE</u>					<u>SALARY OR WAGE RANGE</u>			
Chief Financial Officer					\$15,500	-	\$68,688	AN
Chief Financial Officer (Shared Services)					\$27,500			AN
Council Member					\$2,500	-	\$3,780	AN
Clerk 1 (Shared Services)					\$8,750			AN
Confidential Aide (to C.F.O.)					\$51,471	-	\$80,945	AN
Qualified Purchasing Agent					\$5,000	-	\$10,000	AN
Deputy Municipal Clerk					\$30,000	-	\$60,000	AN
Deputy Municipal Clerk Shared Service Stipend					\$14,250			AN
Deputy Municipal Clerk Per Meeting					\$50.00/meeting stipend			
Mayor					\$3,000	-	\$4,320	AN
Municipal Clerk					\$45,000	-	\$110,000	AN
Municipal Clerk Shared Service Stipend					\$22,500			AN
Municipal Department Head					\$5,000	-	\$120,000	AN
Municipal Emergency Management Coordinator					\$2,000	-	\$15,000	AN
Municipal Manager					\$80,000	-	\$160,000	AN
Municipal Manager Shared Service Stipend					\$22,500			AN
Tax Assessor					\$25,500	-	\$52,300	AN
Tax Collector (F.T.)					\$51,471	-	\$80,945	AN
Tax Collector (P.T.)					\$24,099	-	\$36,129	AN

DRAFT ONLY-Subject to change

NJDCA Mandated Wastewater Contract Administrator Stipend				\$8,000	AN		
CPWM Combined with Road Supervisor Stipend				\$6,000	AN		
Machine, Equipment and Vehicle Maintenance and Repair Stipend				\$7,000	AN		
Deputy Municipal Recycling Coordinator Stipend				\$500	AN		
Deputy Clean Communities Coordinator Stipend				\$500	AN		
Animal Licensing and Animal Control Administration Stipend				\$1,000	AN		
Animal Control Shared Service Stipend (Per Municipality)				\$7,000	AN		
Municipal Emergency Management Stipend				\$8,755*	AN		
Zoning Officer Stipend				\$15,000	AN		
SCHEDULE D – UNCLASSIFIED SERVICE							
(TEMPORARY OR SEASONAL)							
POSITION TITLE				SALARY OR WAGE RANGE			
Acting or Interim Department Head or Executive Management				\$13.00	-	\$85.00	Hr.
Assistant Recreation Supervisor (Swim Team)				\$13.00	-	\$35.00	Hr.
Cashier				\$13.00	-	\$35.00	Hr.
Equipment Operator				\$13.00	-	\$35.00	Hr.
Food Service Manager				\$13.00	-	\$35.00	Hr.
Food Service Worker				\$13.00	-	\$35.00	Hr.
Interim Municipal Manager Stipend				\$30,000		\$48,000	AN
Laborer I (NC)				\$13.00	-	\$35.00	Hr.
Life Guard				\$13.00	-	\$35.00	Hr.
Maintenance Worker 1, Grounds				\$13.00	-	\$35.00	Hr.
Municipal Department Head				\$17.00	-	\$85.00	Hr.
Recreation Supervisor Swimming (Swim Lessons)				\$13.00	-	\$35.00	Hr.
Recreation Supervisor Swimming (Swim Team)				\$13.00	-	\$35.00	Hr.
Secretary, Board / Commission (Salary)				\$500	-	\$5,500	AN
Secretary, Board / Commission (Hourly)				\$13.00	-	\$35.00	Hr.
Supervisor Baths & Pools				\$13.00	-	\$35.00	Hr.
Truck Driver (NC)				\$13.00	-	\$35.00	Hr.

SECTION 1. Salaries herein shall be payable at the rate fixed in equal installments twice a month. Wages shall be payable twice a month. Any annual salary may be re-calculated to an hourly wage for any positions unless restricted by collective bargaining agreement. Any and all fees received by officials and employees of the Borough of Washington shall be paid unto the municipality.

SECTION 2. Any salary and wage ordinance adopted prior to the adoption of this ordinance with provisions inconsistent with the provisions of Section 1 of this ordinance shall, to the extent of any inconsistency, and only to the extent of the inconsistency, be repealed.

SECTION 3. In the event the position becomes vacant or no figure is listed, then the figures noted in the column with the heading "salary or wage range" shall be utilized by the appointing authority and any salary or wage paid within this range shall be deemed appropriate and valid.

SECTION 4. A public works employee who works eight hours in one day out of title in a job classification with a higher salary or wage range shall be entitled to additional compensation for the day at the rate of his or her current rate of pay plus ten (10) percent

SECTION 5. Any employees to be paid a stipend for CPWM shall have the stipend added to their base salary (pensionable earnings) to be paid twice per month. Any other stipends shall be paid twice a month, but are considered extra compensation and are not to be included in the base salary for pension purposes.

SECTION 6. *Dependent upon availability of Emergency Management Agency Assistance (EMAA) grant funds. In the event that EMAA funds are reduced and/or eliminated, stipend will be reduced in an amount commensurate with the reduction in grant funds.

SECTION 7. An employee who has medical coverage under a spouse's health benefit plan (not including NJ SHEBP) and waives participation in the Borough of Washington health benefits program shall be compensated at the rate of THREE THOUSAND DOLLARS (\$3,000.00) PER ANNUM pro-rated to compensate the employee for only those pay periods when the Borough is no longer obligated to make health benefit payments.

SECTION 6. The rate contained herein shall become effective retroactively to January 1, 2022.

RESOLUTION 2022-121

AUTHORIZING AN AWARD OF CONTRACT FOR PROFESSIONAL SERVICE TO CP ENGINEERS NJ LLC NON FAIR AND OPEN AWARD OF CONTRACT FOR MUNICIPAL WASTEWATER ENGINEERING CONSULTING SERVICE

WHEREAS, such award of the contract shall be made as a non- fair and open contract pursuant to the provisions of N.J.S.A 19:44-20.5; and

WHEREAS, the borough of Washington awarded CP Engineering NJ LLC the Municipal Wastewater Engineering Contractor resolution 2022; and

WHEREAS, the Borough of Washington will enter into a contract with CP Engineering NJ LLC not to exceed \$100,000.00; and

WHEREAS. CP Engineering NJ LLC has completed and submitted to the Borough the necessary documents in accordance with the New Jersey Local Unit "Pay to Play " Laws (N.J.S.A. 19:44A-20.4 et.seq); and

WHEREAS, the Acting Borough Manager, recommends the award of this contract pursuant to the provision as N.J.S.A 40A:11-6.1 et seq; and

WHEREAS, the availability of funds has been certified by Natasha Turchan that the sufficient funds are available from the account 07- 2022- 0057- 7201- 2- 00028 ; and

NOW, THEREFORE BE RESOLVED, that the Borough of Washington Qualified Purchasing Agent issue the appropriate purchase order in the amount of \$100,000.00