

CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

ORDINANCE NO. 527-2024

**AN ORDINANCE TO UPDATE THE UNIFORM SALARY
AND CLASSIFICATION PLAN FOR THE DEPARTMENT
OF PERSONNEL POSITIONS IN THE CITY OF CAPE MAY**

WHEREAS, New Jersey Statutes and regulations promulgated by the New Jersey Department of Personnel require the governing body to adopt by ordinance an updated Uniform Salary and Classification Plan for all positions of employment in the municipal government of the City of Cape May. Said regulations provide that copies of the following schedules and specifications be placed on file in the Office of the City Clerk upon the introduction of this ordinance, which copies are to remain on file, are made a part hereof without the inclusion of the test thereof herein, and they are to be available during all regular business hours for examination by the public:

Schedule 1 – Alphabetical listing of titles and salary ranges in the UNCLASSIFIED service, with statutory provisions placing positions in said unclassified service.

Schedule 2 – ALPHABETICAL listing of titles and salary ranges in the classified and unclassified service.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Cape May as follows:

Section 1. All ordinances concerning salary, wages, and payroll classifications heretofore adopted are specifically repealed, and any titles not listed herein are abolished.


Section 2. The following alphabetical listings of all positions and salary ranges are hereby adopted and are applicable to all employees of the City of Cape May. (See Schedules 1 and 2)

Section 3. The adoption of this ordinance shall operate to establish minimum and maximum limits of salary ranges for each title only to those employees who have satisfactorily performed the duties of their positions; and that any changes in salary may be granted or withheld at the discretion of the appointing authority.

Section 4. Payments on the basis of the salary ranges and titles hereby adopted for each and every class on the schedules are contingent upon budgetary appropriations and availability of funds.

Section 5. This ordinance shall take effect after publication, public hearing, and final passage as required by law.

ATTEST:


Erin C. Burke, City Clerk

CITY OF CAPE MAY, a municipal corporation
of the State of New Jersey

BY: 
Zachary M. Mullock, Mayor

NOTICE

Ordinance 527-2024 was introduced at a Work Session meeting of the City Council of the City of Cape May, held on February 6, 2024 and was further considered for final passage during a Work Session Meeting of the City Council, held at the Cape May City Hall Auditorium, 643 Washington Street, Cape May, New Jersey, on March 5, 2024 at 5:00 P.M. at which time a Public Hearing was held.


Brian E. Turner, Deputy City Clerk

Roll Call	Ayes	Nays	Absent	Abstain	Motion	Second
Yeager	X					
Meier	X					X
McDade	X				X	
Baldwin	X					
Mullock	X					

Introduced: February 6, 2024
 1st Publication: February 14, 2024
 2nd Reading & Adoption: March 5, 2024
 Final Publication: March 13, 2024
 Effective Date: April 2, 2024

SCHEDULE 1

ALPHABETICAL LISTING OF TITLES AND SALARY RANGES IN UNCLASSIFIED SERVICE, WITH THE STATUTORY PROVISIONS PLACING POSITIONS IN UNCLASSIFIED DIVISION

<u>N.J.S.A.</u>	<u>CaCd</u>	<u>TITLE</u>	<u>MIN.</u>	<u>MAX.</u>
40:69A-122	07451	Chief Financial Officer	50,000	135,000
40:69A-93	01233	City Manager	10,000	155,000
	06977	Confidential Assistant	35,000	60,000
40:69A-117	01381	Council Member	8,000	10,000
	01509	Deputy Municipal Clerk	36,000	65,000
	07584	Deputy Municipal Manager	10,000	115,000
2A:8-5	02219	Judge of Municipal Court	30,000	50,000
40:69A-117	02428	Mayor	8,000	15,000
40:69A-133	02521	Municipal Clerk	50,000	110,000
40:69A-122	05079	Municipal Emergency Management Coordinator - (P/T – Per Year)	2,000	6,000
	06328	Municipal Engineer	75,000	145,000
	06935	Recreation Director (Director of Mktg, Comm & Event Sales)	50,000	100,000
	03125	School Traffic Guard (P/T)	50.00 (Per Day)	
40:69A-122	06895	Special Law Enforcement Officer - (P/T – Per Hour)	16.00	21.00
40:69A-122	06895	Special Law Enforcement Officer	39,000	43,000
40:69A-122	04120	Tax Assessor	50,000	95,000
40:69A-122	04124	Tax Collector	50,000	95,000

SCHEDULE 2

**CITY OF CAPE MAY SALARY ORDINANCE
ALPHABETICAL LISTING OF TITLES**

CaCd	Full Title	Min.	Max.
00001	Account Clerk	33,000	50,000
00020	Administrative Clerk	36,000	73,000
01245	Assessing Clerk (Clerk 1)	31,471	35,000
00317@	Assistant Assessor	44,000	60,000
	Asst. Dir. Of Mktg, Comm & Event Sales	50,000	80,000
05728	Asst. Construction Official	36,000	60,000
00627@	Asst. Mun. Tax Collector	44,000	60,000
00671	Asst. Public Works Superintendent	45,000	106,000
00682@	Asst. Recreation Supervisor	42,000	70,000
06467	Asst. Supervisor Building Service	42,000	68,000
06601	Asst. Supervising Carpenter	42,000	80,000
07337	Asst. Supervising Maintenance Repairer	42,000	68,000
06728	Asst. Supervising Mechanic	42,000	70,000
06651	Asst. Supervisor Public Works	42,000	81,000
06817	Asst. Supervisor Traffic Maintenance	42,000	68,000
00811	Asst. W/S Utility Superintendent	42,000	66,000
	Beach Tag Inspector (Seasonal-Per Hour)	15.13	21.00
00863	Beach Supervisor	25,000	65,000
	Beach Tag Supervisor (Seasonal)	20,000	35,000
00924	Building Inspector	32,000	85,000
05048	Building Sub-Code Official (P/T- Per Hour)	25.00	50.00
00970	Carpenter	35,000	45,000
01220	Chief Water Treatment Plant Operator	43,000	91,000
01245	Clerk 1	31,471	40,000
01245	Clerk (P/T - Per Hour)	15.13	22.00
03247	Clerk 2	31,500	55,000
02773	Clerk 3	33,000	60,000
07594	Code Enforcement Officer Trainee	34,500	45,000
07594	Code Enforcement Officer Trainee (Seasonal- Per Hr.)	17.00	21.00
01285	Code Enforcement Officer	36,000	50,000
05045	Construction Official	50,000	120,000
01453	Custodial Worker	31,471	39,000
01506	Deputy Fire Chief	79,000	132,000
07796	Deputy Municipal Court Admin.	36,000	66,000
01520	Deputy Registrar of Vital Statistics	36,000	55,000
01699	Electrical Inspector (P/T- Per Hour)	25.00	52.00
05046	Electrical Sub-Code Official (P/T- Per Hour)	25.00	50.00
01706	Electrician	42,000	60,000

01746	Equipment Operator	35,000	57,000
05947	Equipment Operator/Water Repairer	35,000	53,000
	Event Sales & Operations Coordinator	42,000	75,000
01837	Fire Chief	79,000	150,000
01839	Fire Fighter	44,500	121,000
01839	Fire Fighter (P/T-Per Hour)	15.13	25.00
01843	Fire Lieutenant	103,000	121,000
06350	Fire Official (P/T)	25,000	89,000
06555	Fire Official/Housing Inspector (P/T)	25,000	89,000
06356	Fire Prevention Specialist (P/T)	20,000	42,000
06356	Fire Prevention Specialist (Seasonal – Per Hr.)	15.13	25.00
05013	Fire Protection Sub-Code Official	31,471	79,000
01883	Gardener	31,471	40,000
02001@	Heavy Equipment Operator	38,000	61,000
01268	Keyboarding Clerk 1	31,471	40,000
03256@	Keyboarding Clerk 2	31,500	55,000
02781	Keyboarding Clerk 3	33,000	60,000
02248	Laborer 1	31,471	39,000
02248	Laborer (P/T- Per Hour)	15.13	21.00
02248	Laborer 1 (Seasonal)	15.13	21.00
06634	Laborer 2	31,471	40,000
06633	Laborer 3	32,000	45,000
02297	Lifeguard (Seasonal- Per Hour)	18.50	25.50
02297	Lifeguard (Captain) (Seasonal)	20,000	45,000
02297	Lifeguard (Chief) (Seasonal)	25,000	65,000
02297	Lifeguard (Lieutenant) (Seasonal- Per Hour)	23.00	30.00
02434	Mechanic	35,000	57,000
02440	Mechanic- Diesel	38,000	61,000
05565	Motor Broom Driver	32,000	40,000
07795	Municipal Court Administrator	50,000	90,000
02589	Painter	35,000	39,000
07305	Parking Enforcement Officer (P/T- Per Hr)	15.13	20.00
02634	Payroll Clerk	31,471	40,000
02693	Plumber	35,000	60,000
05056	Plumbing Subcode Official (P/T- Per Hour)	25.00	50.00
02718	Police Captain	95,000	145,000
02719	Police Chief	95,000	170,000
02727	Police Lieutenant	93,500	134,000
02728	Police Officer	44,433	111,000
02739	Police Sergeant	111,000	120,000
02755	Principal Account Clerk	36,000	66,000
04939	Principal Payroll Clerk/Clerk 3	37,500	88,000
04399	Program Coordinator Special Events	42,000	75,000
02923	Public Information Assistant	42,000	75,000
02927	Public Information Officer	45,000	86,000
02935	Public Works Repairer	35,000	54,000

02936	Public Works Superintendent	55,000	107,000
02948	Purchasing Agent	44,000	76,000
56562	Records Support Technician 1	31,471	45,000
56563	Records Support Technician 2	31,500	47,000
56564	Records Support Technician 3	33,000	56,000
02983	Recreation Aide	31,471	40,000
02983	Recreation Aide (P/T- Per Hour)	15.13	32.00
02983	Recreation Aide (Seasonal- Per Hour)	15.13	32.00
02993	Recreation Leader	34,500	55,000
03018	Recreation Program Coordinator	36,000	55,000
07419	Secretary Board/Commission (40:55D-24)	15,000	55,000
07419	Secretary Board/Commission (Per Mtg.)	40.00	200.00
03165@	Senior Account Clerk	34,500	50,000
05009	Senior Carpenter	38,000	49,000
07379	Senior Code Enforcement Officer	37,500	70,000
	Senior Equipment Operator	38,000	45,000
03459	Senior Mechanic	38,000	59,000
03496	Senior Payroll Clerk	37,500	70,000
03515	Senior Plumber	38,000	62,000
03541@	Senior Public Works Repairer	38,000	51,000
03625	Senior Traffic Maintenance Worker	38,000	60,000
03641	Senior Water Meter Reader (Meter Worker 2)	38,000	50,000
05875	Sewer Repairer 1/Water Repairer 1	35,000	48,000
05295	Sewer Repairer 2/Water Repairer 2 (Sr. S/W Repairer)	38,000	55,000
06705	Sewer Repairer 2/Water Repairer 3 (Asst. Supv. S/W)	42,000	65,000
03647	Senior Water Treatment Plant Operator	38,000	70,000
06707	Sewer Repairer Supv./Water Repairer Supv.	43,000	82,000
03987@	Supervisor Buildings and Grounds	45,000	105,000
06664	Supervising Equipment Operator	42,000	68,000
06544	Supervising Water Treatment Plant Operator	38,000	68,000
06650	Supervisor Public Works	43,000	91,000
06816	Supervisor Traffic Maintenance	43,000	68,000
04189	Traffic Maintenance Worker	32,000	40,000
05193	Technical Assistant to the Construction Official	36,000	66,000
04222	Truck Driver	32,000	40,000
04244	Violations Clerk	33,000	45,000
04244	Violations Clerk (P/T- Per Hour)	15.13	21.00
02500	Water Meter Reader (Meter Worker 1)	31,471	39,000
04278	Water Meter Repairer	31,471	39,000
04263	Water & Sewer Utilities Superintendent	55,000	105,000
04296	Water Treatment Plant Operator	35,000	59,000
04338	Zoning Officer	35,000	66,000

<u>Stipend Title</u>	<u>Amount</u>
Human Resource Assistant	\$10,000.00
Claims Coordinator	\$5,000.00
Switchboard/Weddings	\$10,000.00
Deputy Chief Financial Officer	\$5,000.00
Website Administrator	\$10,000.00
COAH Administrator/Municipal Housing Liaison	\$5,000.00
Community Rating System Coordinator	\$4,000.00
Floodplain Manager	\$5,000.00
Board Meetings	\$10,000.00
Housing Inspector	\$10,000.00
Recycling Coordinator	\$5,000.00
Public Information Officer	\$4,000.00
Deputy OEM Coordinator	\$2,000.000
Safety Coordinator	\$5,000.00
After Hours Water/Sewer Response	\$3,500.00
Emergency Management Coordinator	\$4,000.00

