

# Township of West Milford

Passaic County, New Jersey

## ~ Resolution 2024 – 234 ~

### RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY TO APPOINT THE MAYOR TO SERVE IN A FULL-TIME CAPACITY

**WHEREAS**, presently the Township has provided for an efficiently run Administration wherein the Township Administrator also serves as the Township Clerk, and is tenured in the latter position; and

**WHEREAS**, as a result of the transition of the Township's Chief Financial Officer no longer serving as the Director of the Finance Department resulting in reduced salary, hours and responsibilities, the Administrator must now undertake supervisory responsibilities for certain aspects of the Township Finance Department which include, but are not limited to, overseeing tax assessment, payroll, tax collection, and human resources which serves over 190 permanent employees and 60 seasonal employees and staff; and

**WHEREAS**, the Township Council has considered the hiring of a Deputy Township Administrator and received resumes with interest whereby such personnel would cost the Township in excess of \$110,000 and up to \$145,000 per year; and

**WHEREAS**, the transition from the Chief Financial Officer also serving as the Director of the Finance Department resulted in a reduction in salary of \$25,000 annually; and

**WHEREAS**, the Township Administrator shall oversee the Finance Department without additional compensation; and

**WHEREAS**, the Township Administrator and Clerk serves in a dual capacity which saves the Township over \$50,000 annually in personnel expenses; and

**WHEREAS**, as a result of this restructuring of the Administration, the net savings to the taxpayers of West Milford will be approximately \$75,000 per year; and

**WHEREAS**, the Township Administrator has determined that no applicant for the Deputy Administrator position meets the criteria required to effectively perform the job and satisfy its requirements; and

**WHEREAS**, the Township Council desires to offer the Mayor full-time status for a total additional salary of \$114,652.08 per year, prorated to the date of hire for the current calendar year; and

**WHEREAS**, the Mayor will fulfill the outlined job description during regular business hours in addition to meeting the current requirements of the position during and after the business day, which include serving as a member of the Planning and Library Boards, chairing regular/workshop business meetings of the Governing Body, and all other duties outlined in N.J.S.A. 40:69A-149 et seq. (commonly known as the "Mayor-Council-Administrator" form of government under "The Faulkner Act"); and

**WHEREAS**, said net savings is supported by the Administrator/Clerk serving in a dual capacity, the request of the Chief Financial Officer serving in a reduced capacity and the Township Council's decision not to hire a Deputy Administrator; and

**WHEREAS**, the Township Council seeks to increase the role and responsibilities of the Mayor to full-time, serving in place of filling the Deputy Administrator position, and establish a salary of \$130,000 per year including the Mayor's current rate of pay, thus adding an additional savings of \$15,000 to a total of \$90,000 by Administration Department restructuring annually, and

**WHEREAS**, the Township Council wishes to work with the Administration to continue to strive for a zero percent tax increase as it has adopted for the past 9 years, and work with a fiscally efficient Administration so as to continue to provide exceptional services to the residents of the Township of West Milford;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council, that the position of Mayor shall be a full-time position; and

**BE IT FURTHER RESOLVED** the annual compensation for the full-time position of Mayor shall be \$130,000; and

**BE IT FURTHER RESOLVED** that the Mayor shall begin working in a full-time capacity on July 8, 2024.

Adopted: June 12, 2024

Adopted this 12<sup>th</sup> day of June, 2024  
and certified as a true copy of an original.

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William Senande, Township Clerk