

**RESOLUTION 24-002 (Alternate)**

**RESOLUTION AMENDING ADOPTED SALARY  
RANGES FOR NON-UNION EMPLOYEES**

**WHEREAS**, Rockaway Valley Regional Sewerage Authority, (RVRSA), requested that a salary survey be conducted of all non-union employees in order to assure that RVRSA's salary structure for its non-union employees is consistent with current salary levels in the relevant, comparable job market; and

**WHEREAS**, the survey had been conducted by RVRSA's Human Resources Consultant, and an analysis of the salaries of non-union RVRSA employees compared to the salaries of those in similar positions at sewerage authorities of comparable size to RVRSA was completed; and

**WHEREAS**, the results of that survey have been used to create a series of recommended salary ranges for RVRSA's non-union job titles; and

**WHEREAS**, the RVRSA Board deems it to be in the public interest for these recommended salary ranges to be adopted and used in determining the level of appropriate salary compensation for RVRSA's non-union employees.

**WHEREAS**, the RVRSA Board adopted Resolution 17-146 at a meeting held on December 14, 2017, adopting salary ranges for non-union employees; and

**WHEREAS**, the RVRSA Board adopted Resolution 19-066 at a meeting held on July 11, 2019, amending the salary ranges originally contained in Resolution 17-146; and

**WHEREAS**, the RVRSA Board adopted Resolution 20-038 at a meeting held on April 9, 2020, amending the salary ranges originally contained in Resolution 17-146; and

**WHEREAS**, the RVRSA Board adopted Resolution 21-133 at a meeting held on December 9, 2021, amending the salary ranges originally contained in Resolution 17-146; and

**WHEREAS**, the RVRSA Board adopted Resolution 22-031 at a meeting held on February 10, 2022, amending the salary ranges originally contained in Resolution 17-146; and

**WHEREAS**, the RVRSA Board adopted Resolution 22-105 at a meeting held on November 10, 2022, amending the salary ranges originally contained in Resolution 17-146; and

**WHEREAS**, the Executive Director has recommended to the RVRSA Executive Committee an annual salary increase for 2024 of 3.5%, effective January 1, 2024, for non-union personnel, which increases would remain within the salary ranges per title established by the Board; and

**WHEREAS**, the Executive Director has recommended to the RVRSA Executive Committee to promote the Assistant Engineer to Engineer I at an annual salary of \$75,000.00, effective January 1, 2024; and

**WHEREAS**, an updated salary survey was performed by EnformHR and was submitted to RVRSA in a report dated November 20, 2023, indicating that the minimum hourly rate for the Laboratory Technician (Hourly) title was below market and would disadvantage RVRSA in obtaining qualified candidates for that title, and the Executive Director has therefore recommended increasing the minimum hourly rate for that title to \$27.34 per hour; and

**WHEREAS**, the Executive Director has recommended adjusting the titles of Operations Manager, Plant Manager and Laboratory Manager to more accurately reflect the full scope of their responsibilities, as more fully set forth below; and

**WHEREAS**, the RVRSA Board deems it to be in the public interest and consistent with business necessity to update and amend Resolution 22-105, to adopt and use the recommended salary guides created as a result of the salary survey described above and the updated salary survey performed by EnformHR, dated November 20, 2023, and also to accept the Executive Director's recommendations listed below:

1. Annual increase for 2024 of 3.5%, effective January 1, 2024, for non-union personnel; and
2. Promote the Assistant Engineer to Engineer I at an annual salary of \$75,000.00, effective January 1, 2024; and
3. Adjust the minimum salary range for Laboratory Technician to \$49,750 (\$27.34/hour); and
4. Adjust title for Operations Manager to Operations Manager /Back-up Licensed Operator; and
5. Adjust title for Plant Manager to Plant Manager/Licensed Operator; and
6. Adjust title for Laboratory Manager to Laboratory Manager/QA Officer.

**NOW, THEREFORE, BE IT RESOLVED** by Rockaway Valley Regional Sewerage Authority on this 11<sup>th</sup> day of January 2024, as follows:

1. Non-union employees shall be paid in accordance with the following salary ranges:

<b><u>Title</u></b>	<b><u>Min</u></b>	<b><u>Max</u></b>
<b>Executive Director</b>	<b>\$111,000</b>	<b>\$159,000</b>
<b>Executive Secretary/Records Clerk/Asst. Board Secretary</b>	<b>\$64,458</b>	<b>\$93,132</b>
<b>Records Clerk I (hourly) (35,500 to 41,200 per year)</b>	<b>\$19.50</b>	<b>\$22.64</b>
<b>Records Clerk II (hourly) (44,200 to 50,000 per year)</b>	<b>\$24.29</b>	<b>\$27.47</b>
<b>Records Clerk III (hourly) (54,000 to 60,000 per year)</b>	<b>\$29.67</b>	<b>\$32.97</b>
<b>Manager of Engineering, P.E.</b>	<b>\$85,000</b>	<b>\$132,000</b>
<b>Chief Financial Officer/Asst. Board Treasurer/QPA</b>	<b>\$86,900</b>	<b>\$130,000</b>

<b>Benefits/Payroll Clerk/QPA/Asst. to CFO</b>	<b>\$51,000</b>	<b>\$91,000</b>
<b>Human Resources/Safety Coordinator</b>	<b>\$65,780</b>	<b>\$95,700</b>
<b>IPP Coordinator</b>	<b>\$69,792</b>	<b>\$90,188</b>
<b>Assistant Engineer I</b>	<b>\$60,000</b>	<b>\$70,000</b>
<b>Plant Manager/Licensed Operator</b>	<b>\$94,000</b>	<b>\$118,183</b>
<b>Operations Manager/Back up Licensed Operator</b>	<b>\$104,000</b>	<b>\$112,573</b>
<b>Trunkline Supervisor/Maintenance Manager</b>	<b>\$80,000</b>	<b>\$90,000</b>
<b>Assistant Plant Manager</b>	<b>\$80,000</b>	<b>\$107,300</b>
<b>Trunk Line Manager</b>	<b>\$70,000</b>	<b>\$116,000</b>
<b>Engineer I</b>	<b>\$70,000</b>	<b>\$77,678</b>
<b>Engineer II</b>	<b>\$72,000</b>	<b>\$100,000</b>
<b>Electrical Engineer</b>	<b>\$72,000</b>	<b>\$146,820</b>
<b>Engineering Intern (hourly)</b>	<b>\$16.41</b>	<b>\$23.59</b>
<b>Laboratory Manager/QA Officer</b>	<b>\$62,000</b>	<b>\$119,000</b>
<b>Laboratory Technician (hourly) (\$49,750 to \$77,350)</b>	<b><u>\$27.335</u></b>	<b><u>\$42.50</u></b>
<b>Laboratory Intern (hourly)</b>	<b><u>\$16.41</u></b>	<b><u>\$23.59</u></b>
<b>Operations &amp; Maintenance Shift Supervisor</b>	<b><u>\$88,000</u></b>	<b><u>\$99,000</u></b>

2. Except as described in Paragraph 3, below, the Executive Director is authorized to place each current and prospective non-union employee at the appropriate salary level within the established salary range for the employee's job title, and to adjust said employees' salary levels within the established salary ranges from time to time in accordance with established RVRSA policies, subject in each instance to the approval of the Executive Committee of the RVRSA Board and of the RVRSA Board. Time in service, current salary level and salary history with RVRSA, prior work experience, demonstrated record of job performance and other relevant qualifications (e.g., evaluations, extent of educational attainment, and specialized training or credentials), as well as market conditions and budgetary constraints, will be considered when determining a current or prospective employee's salary level within the established salary range for the current or prospective employee's job title.
  
3. Notwithstanding any other provision hereof to the contrary, the determination of the salary of the Executive Director within the Executive Director's established salary range shall be determined by and shall be within the sole and exclusive authority of, the RVRSA Board.

4. Except as otherwise stated in paragraph 5 of this Resolution, all non-union employees of RVRSA shall have their salary or wage rates, as applicable, increased by 3.5% effective and retroactive to January 1, 2024.
5. Upon promotion to Engineer I effective January 1, 2024, the employee currently holding the title of Assistant Engineer shall have an annual salary in the title of Engineer I fixed at \$75,000.
6. This Resolution shall take effect immediately, and shall remain in effect until amended, modified, or repealed.
7. Resolution 22-105, and the salary guides contained therein, are hereby amended in accordance with the provisions of this Resolution. The provisions of this Resolution shall control to the extent of any inconsistency between the provisions of this Resolution and those of Resolution 22-105.

I hereby certify that this Resolution was adopted at a meeting of Rockaway Valley Regional Sewerage Authority held on the 11<sup>th</sup> day of January 2024.

On motion of Commissioner Corbett

Second by Commissioner Howarth

And a Roll Call Vote as Follows:

Yeas: (8) Cegelka, Corbett, Farrell, Howarth, Isselin, Laverty, Potter, and Schorno.

Nays: (0) None

Abstain: (0) None

Absent: (2) Andes and Zuppa.



Donald Farrell, Board Secretary