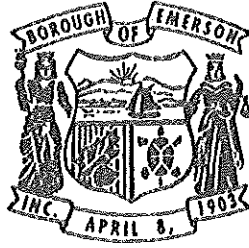


# OFFICE OF THE MAYOR

CARLOS COLINA  
MAYOR



1 MUNICIPAL PLACE  
EMERSON, NJ 07630  
201-262-6086  
mayor@emersonnj.org

## MEMORANDUM OF AGREEMENT BETWEEN BOROUGH OF EMERSON AND JOSEPH C. KOLODZIEJ

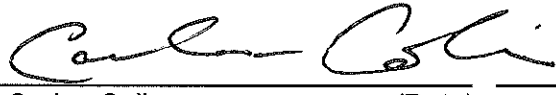
This Memorandum of Agreement between the Borough of Emerson ("Emerson") and Joseph C. Kolodziej ("JCK") shall set forth the terms and conditions of Employment:

1. JCK will become the new, full time Borough Administrator-Clerk. Date of appointment, June 17, 2014. Start date, July 15, 2014, at an annual salary of \$125,000. The term of this appointment shall end on July 15, 2017.
2. This is an appointment in accordance with New Jersey State Law.
3. JCK will report directly to the Mayor and Borough Council and will be responsible for the day-to-day operations of the Borough of Emerson according to the Borough Administrator-Clerk ordinance, as well as any other duties assigned to him by the Mayor and Council, including Municipal Clerk duties.
4. The benefits to be provided by the Borough of Emerson and enjoyed by JCK during his employment include:
  - A. Base salary of \$125,000 per year.
    1. \$5,000 increase with Clerk Certification
    2. \$500 per month reduction until JCK resigns as Clifton Council Member; this resignation must take place no later than 6 months after July 7, 2014.
    3. \$100,000 of this Salary is assigned to the Administrator Position, and \$25,000 is assigned to the Clerk's Position. The additional \$5,000 in compensation upon obtaining the Clerk's certification shall be allocated to the Clerk's position for a total Clerk's compensation of \$30,000.00
  - B. Health benefits in accordance with Employee Manual.
  - C. The same family coverage dental plan as other Borough employees.
  - D. Life insurance which is included with the State pension plan.
  - E. Pension coverage under the N.J. PERS.
  - F. JCK will be entitled to the same number of paid holidays as the other Borough employees.
  - G. JCK will receive 3 weeks of vacation in 2014. Prorated for a net of 8 vacation days in 2014. 4 weeks of vacation for 2015 and thereafter.

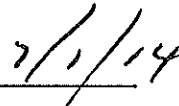
**"THE FAMILY TOWN"**

- H. JCK will be entitled to the same number of paid personal days as the other Borough Department Heads.
- I. JCK will be entitled to the same number of paid sick days per year and sick leave policies as enjoyed by all other Department Heads of the Borough.
- J. JCK will be permitted time off for professional development and/or attendance at conferences, such as ICMA, NJMMA and the NJ League of Municipalities. JCK shall be entitled to tuition reimbursement for the reasonable and necessary costs incurred to obtain a Registered Municipal Clerk ("RMC") license and costs incurred to keep the RMC license current during his employment with the Borough. JCK shall also be entitled to have dues paid to ICMA, NJMMA, NJLOM and similar organizations paid by the Borough.
- K. JCK will be able to attend several one day seminars on an "as requested/as available" basis.
- L. JCK's regular salary also includes his attendance at various evening meetings without receiving any additional time off or compensation.
- M. JCK shall be entitled to Defense and Indemnification in accordance with Chapter 23Section 23-1 et seq. of the Code of the Borough of Emerson.
- N. JCK shall be entitled to reimbursement of expenses reasonably and necessarily incurred by him on behalf of the Borough of Emerson.

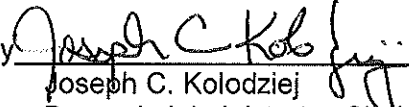
Approved by

  
\_\_\_\_\_  
Mayor Carlos Colina  
Borough of Emerson

(Date)



Accepted by

  
\_\_\_\_\_  
Joseph C. Kolodziej  
Borough Administrator-Clerk

(Date)

