

**EMPLOYMENT AGREEMENT
BETWEEN**

THE TOWNSHIP OF LAWRENCE

AND

**THE AMERICAN FEDERATION OF
STATE, COUNTY AND MUNICIPAL EMPLOYEES,
COUNCIL 73, AFL-CIO, LOCAL 2257**

January 1, 2014 to December 31, 2016

TABLE OF CONTENTS

PREAMBLE		4
Article I	Recognition	5
Article II	Management Rights	6
Article III	Dues Deduction	7
Article IV	Hours and Overtime	9
Article V	Seniority	11
Article VI	Discipline	12
Article VII	Grievance Procedure	14
Article VIII	Holidays	17
Article IX	Vacations	18
Article X	Personal Leave	20
Article XI	Sick Leave	21
Article XII	Bereavement Leave	23
Article XIII	Leaves of Absence	24
Article XIV	Court Attendance	26
Article XV	Health Benefits	27
Article XVI	Union Representatives	31
Article XVII	Extended Sick Leave	33
Article XVIII	Job Posting	34
Article XIX	Educational Benefits	35
Article XX	Safety and Health	36
Article XXI	Labor/Management Meetings	37
Article XXII	Classifications and Job Descriptions	38
Article XXIII	Equal Pay For Equal Work	39
Article XXIV	Access to Personnel Files	40
Article XXV	Bulletin Boards	41
Article XXVI	Non-discrimination	42
Article XXVII	Longevity	43

Article XXVIII	Clothing Allowance	45
Article XXX	Separability and Savings	46
Article XXXI	Fully Bargained Agreement	47
Appendix A	Salary Schedule	48

PREAMBLE

This three-year Agreement made and entered into this 8 day of May 2014, by and between the Township of Lawrence, in the County of Mercer, a Municipal Corporation in the State of New Jersey (hereinafter referred to as the "Township"), and Local #2257, Council 73 American Federation of State, County and Municipal Employees, AFL-CIO (hereinafter referred to as the "Union"), represents the complete and final understanding on all bargainable issues between the Township and the Union and is designed to maintain and promote a harmonious relationship between the Township and such of its employees who are covered by Article I, Recognition, in order that more efficient and progressive public service may be rendered. This Agreement will expire on the 31st day of December 2016.

ARTICLE I
RECOGNITION

Section 1.1

The Township hereby recognizes the Union as the exclusive representative for collective negotiations concerning wages, hours of employment and other terms and conditions of employment as set forth herein for all employees in classifications appended hereto as Appendix A who are employed by the Township, and for such additional classifications as the parties may later agree to include, excluding supervisors, managerial executives and confidential employees.

Section 1.2

Unless otherwise indicated by the contents of this Agreement, the title "employee" shall be defined to include all full-time and part-time, permanent and provisional bargaining unit members, the plural as well as the singular, and to include males as well as females.

Section 1.3

Permanent full-time employees and permanent part-time employees are those employees covered by this Agreement who are regularly scheduled to work twenty (20) hours or more per week.

ARTICLE II
MANAGEMENT RIGHTS

Section 2.1

The Employer retains and may exercise all rights, powers, duties, authority and responsibilities conferred upon and vested in it by the laws and Constitution of the State of New Jersey. Except as specifically abridged, limited or modified by the terms of this Agreement between the Employer and the Union, all such rights, powers, authority, prerogatives of management and responsibilities to promulgate and enforce reasonable and necessary rules and regulations governing the conduct and the activities of the employees are exclusively retained by the Employer.

ARTICLE III
DUES DEDUCTION

Section 3.1

Upon receipt of the lawfully executed written authorization from an employee, the Township agrees to deduct the regular monthly Union dues of such employee from his pay and remit such deduction by the tenth (10th) day of succeeding month to the official designated by the Union, in writing, to receive such deductions. The Union will notify the Township, in writing, of the exact amount of such regular membership dues to be deducted. This authorization shall remain in effect during the life of this Agreement.

Section 3.2

Any employee in the bargaining unit on the effective date of this Agreement who does not join the Union within thirty (30) days thereafter, any new employee who does not join within thirty (30) days of initial employment within the unit, and any employee previously employed within the unit who does not join within ten (10) days of re-entry into employment within the unit shall, as a condition of employment, pay a Representation Fee to the Union by automatic payroll deduction. The Representation Fee shall be an amount equal to eighty-five percent (85%) of the regular Union membership dues, fees and assessments as certified to the Township by the Union. The Union may revise its certification of the amount of the Representation Fee at any time to reflect changes in the regular Union membership, fees and assessments. The Union's entitlement of the Representation Fee shall continue beyond the termination date of this Agreement so long as the Union remains the majority representative of the employees in the unit, provided that no modification is made in this provision by a successor Agreement between the Union and the Township.

For the purposes of this provision, employees employed on a ten-month basis or who are reappointed from year-to-year shall be considered to be in continuous employment.

Section 3.3

The Union shall indemnify and hold the Employer harmless against any and all claims, demands, suits and other forms of liability that shall rise out of, or by reason of, any action taken or not taken by the Employer for the purpose of complying with any of the provisions of this article.

ARTICLE IV
HOURS AND OVERTIME

Section 4.1

The normal workweek shall consist of five (5) consecutive days of seven (7) hours per day, Monday through Friday, inclusive, for a total of thirty-five (35) hours per week. Lunch break shall be one (1) hour, with a morning break of fifteen (15) minutes, and an afternoon break of fifteen (15) minutes.

Section 4.2

Time and one-half (1-1/2) the employees' regular rate of pay shall be paid for work under any of the following conditions:

- a) DAILY – All work performed in excess of seven (7) hours in any workday; or
- b) WEEKLY – All work performed in excess of thirty-five (35) hours; or
- c) ALL work performed on the sixth (6th) workday as such of any workweek; or
- d) ALL work performed on a holiday plus the regular pay for the holiday.

Section 4.3

Double-time the employees' regular rate of pay shall be paid for work under the following conditions:

- a) ALL work performed on the seventh (7th) workday as such of any workweek; or
- b) ALL work performed in excess of fourteen (14) continuous hours until a full seven (7) hour break occurs.

Section 4.4

Overtime opportunities will be distributed as equally as possible among employees in the same job classification and department. It is understood that nothing in this clause shall require payment for overtime hours not worked.

Section 4.5

The employer shall provide meals for employees working overtime through a regularly scheduled mealtime on condition that the employee is called in on any emergency basis or works more than two hours before or after their regularly scheduled shift. Five dollars (\$5.00) per meal allocated.

Section 4.6

Any employee who is required to report to work during periods other than his/her regularly scheduled shifts shall be paid at the rate of time and one-half (1-1/2) his regular rate of pay for such hours worked and be guaranteed not less than three and one-half (3-1/2) hours pay at the overtime rate unless it is contiguous to the normal work day, then pay at the overtime rate will be granted only for the actual hours worked in addition to the regular workday. In all other instances, subject to the approval of the Supervisor, an employee shall have the option whether he shall remain on the job in excess of that time actually needed to complete the work for which he/she was recalled provided, however, that he/she shall not be entitled to successive minimum three and one-half (3-1/2) hour guarantees should he/she be recalled with that same three and one-half (3-1/2) hours work.

Section 4.7

Compensatory time will be credited at time and one-half as prescribed in the Fair Labor Standards Act. No employee may accrue compensatory time in excess of thirty-five (35) hours. No employee shall carry over compensatory time in excess of thirty-five (35) hours from a prior year.

ARTICLE V

SENIORITY

Section 5.1

Seniority is defined as an employee's total length of service with the Township beginning with his date of hire.

Section 5.2

In all applications of seniority, where ability to perform work and physical fitness are equal, seniority shall be given preference in promotions, demotions, layoffs, recall and vacation schedules, in accordance with the rules and regulations governing such matters as promulgated by Civil Service and applicable to municipalities.

Section 5.3

The Township shall maintain an accurate, up-to-date seniority roster showing each employee's date of hire, classification and pay rate and shall furnish copies of same to the Union upon reasonable request.

Section 5.4

The Township shall promptly advise the appropriate Union representative of any changes which necessitate amendments to the seniority list.

ARTICLE VI
DISCIPLINE

Section 6.1

No employee may be suspended for a period of more than five (5) days without first having a disciplinary hearing. Notice of such hearing, along with specifications, shall be furnished to the employee with a copy to the Union President and to the Council office. The employee shall be entitled to representation at any such hearing by the Local Union President, Union Steward and Council Representative.

Section 6.2

The person initiating any such charges shall not be the presiding officer at any disciplinary hearing.

Section 6.3

Any suspension of five (5) days or less may become the subject of a grievance.

Section 6.4

Anything of a detrimental or disciplinary nature placed in an employee's permanent personnel file must also be copied to the affected employee.

Section 6.5

Any suspension in excess of five (5) days, or any removal of an employee may be appealed to Civil Service or may be appealed to arbitration provided the Union supports the request for arbitration. The employee shall have ten (10) days from the date of receipt of final notice of disciplinary action to indicate his choice. His choice of either arbitration or Civil Service hearing shall be final and irrevocable.

Section 6.6

An employee covered by this Agreement that is absent without notice for five (5) consecutive work days shall constitute a resignation by that employee from their employment with Lawrence Township.

ARTICLE VII
GRIEVANCE PROCEDURE

Section 7.1

DEFINITION: The term "grievance" as used herein, means any controversy arising over the interpretation, application or alleged violation of the terms and conditions of this Agreement and may be raised by an employee, employee's attorney, the Union or the Township.

Section 7.2

Any grievance of an employee, or of the Union, shall be handled in the following manner:

STEP 1. The aggrieved employee and/or Steward, or both, shall take up the grievance or dispute with the employee's immediate supervisor within five (5) working days after the occurrence of the event or knowledge thereof out of which the grievance arises. The immediate supervisor shall then attempt to address the matter and shall respond to the employee and Steward within three (3) working days.

STEP 2. If the grievance has not been settled to the employee's satisfaction, it shall be presented in writing by the Union Steward to the Department head within five (5) days after the immediate supervisor's response is due. The Department head shall respond in writing to the Union President or his designated representative within three (3) working days.

STEP 3. If the grievance still remains unadjusted, it shall be presented by the President or Union representative to the Municipal Manager or designee in writing within seven (7) days after response of the Department head is due. The Municipal Manager or designee shall meet with all parties involved within seven (7) work days and shall render a decision in writing within seven (7) work days following such meeting.

STEP 4. If the grievance is still unsettled, the Union may, within fifteen (15) days after the reply of the Municipal Manager is due, by written notice to the Municipal Manager, proceed to arbitration. The decision of the arbitrator shall be in writing and shall be rendered within thirty (30) days and such decision shall be final and binding on both parties.

Section 7.3

The following procedure will be used to secure the services of an arbitrator;

- a) A representative of the Township and a representative of the Union will attempt to select a mutually satisfactory arbitrator.
- b) If they are unable to do so within ten (10) days after the Municipal Manager was notified of the Union's decision to go to arbitration, a request will be made to the New Jersey Public Employment Relations Commission.

Section 7.4

Where an employee has exercised his right of appeal as expressly granted in the Revised Civil Service Statutes of New Jersey, there shall be no right of arbitration under the provisions of this article.

Section 7.5

Expenses for the arbitrator's services and the proceedings shall be borne equally by the Township and the Union.

Section 7.6

The Union will notify the Township in writing of the names of its employees who are designated by the Union to represent employees under the grievance procedure. Such employees so designated by the Union will be permitted to confer with other Union representatives, employees and with Township representatives regarding matters of employee representation, during working hours, without loss of pay provided, however, all employees shall secure the permission of their immediate supervisor, which permission shall not be unreasonably denied.

ARTICLE VIII
HOLIDAYS

Section 8.1

All permanent employees on the payroll shall be entitled to paid holiday leave for all official holidays observed by the Township of Lawrence.

Section 8.2

The following holidays shall be observed by the Township of Lawrence:

1	New Year's Day	8	Labor Day
2	Martin Luther King's Birthday	9	Columbus Day
3	Lincoln's Birthday	10	Election Day
4	President's Day	11	Veteran's Day
5	Good Friday	12	Thanksgiving Day
6	Memorial Day	13	Day After Thanksgiving
7	Independence Day	14	Christmas Day

Section 8.3

In the event that a holiday falls on a weekend, the preceding Friday shall be observed as the holiday, if the holiday falls on a Saturday and the following Monday shall be observed as the holiday if the holiday falls on a Sunday. Holidays which fall within an employee's vacation period shall not be counted as part of his/her vacation.

Section 8.4

In order to be eligible for holiday pay, an employee shall be on the active payroll of the Township and must have worked his full regularly scheduled workday before and after the holiday, unless such absence is authorized. Use of paid sick leave on the day before or after a holiday shall require documentation from a doctor.

**ARTICLE IX
VACATIONS**

Section 9.1

Employees covered by this Agreement shall be entitled to an annual vacation based on their years of service as follows:

Employment Period	Vacation
From date of appointment to December 31 st of the year of appointment	1 working day per month
For each succeeding year through the fifth (5 th) year of employment	12 working days per calendar year
From the sixth (6 th) year through the tenth (10 th) year of employment	15 working days per calendar year
From the eleventh (11 th) year through the fifteenth (15 th) year of employment	20 working days per calendar year
From the sixteenth (16 th) year of employment and each year thereafter	25 working days per calendar year
For employees hired on or after 1/1/07 From the eleventh (11 th) year through the nineteenth (19 th) year of employment	20 working days per calendar year
For employees hired on or after 1/1/07 From the twentieth (20 th) year and each year thereafter	23 working days per calendar year
For employees hired on or after 1/1/2014 from the eleventh (11 th) year and each year thereafter.	20 working days per calendar year

Section 9.2

Unused paid vacation leave may be accumulated one year beyond the calendar year in which it is earned with the approval of the Municipal Manager.

Section 9.3

Any employee who dies, retires or is otherwise separated from employment shall be entitled to payment for all unused paid vacation leave on a pro-rated basis dependent upon the employee's regular salary upon death, retirement or separation and the number of months of the employee's employment during the calendar year in question.

Section 9.4

Any vacation days taken over the earned number of days for the year shall be repaid on a pro-rated basis by the employee if the employee is terminated or leaves Township employment prior to the end of the year except in the case of an employee's death.

Section 9.5

One (1) or two (2) day vacation requests shall require forty-eight (48) hours notice. Such requests shall not be unreasonably denied.

Section 9.6

Any employee that is charged for vacation hours in excess of the hours that the employee is entitled to will have the excess hours automatically charged to available "Personal Leave" hours available per Article X of this Agreement.

ARTICLE X
PERSONAL LEAVE

Section 10.1

In regard to personal leave, the following regulations apply:

- a) All full-time employees covered by this Agreement shall be eligible for three (3) days personal leave, with pay, for personal matters concerning the employees as delineated below.
- b) Personal days are for the purposes of conducting personal affairs of a non-recreational nature or professional affairs which cannot be carried out after scheduled work hours.
- c) Requests for personal days shall not be unreasonably denied.

Section 10.2

Personal leave shall not be accumulative from year to year. All employees shall be compensated for unused personal days at straight-time pay, calculated on the calendar year ending December 31st. Any employee who has either utilized or had excess sick or excess vacation hours charged beyond their available Personal Leave hours shall have their pay docked for the amount of excess hours used or charged.

Section 10.3

Any employee who dies, retires or is laid off shall be entitled to payment for all unused paid personal days on a pro-rated basis dependent upon the employee's regular salary upon death, retirement or lay-off and the number of months of the employee's employment during the calendar year in question.

ARTICLE XI

SICK LEAVE

Section 11.1

All full-time employees shall be entitled to paid sick leave to be utilized by the employee when he or she is unable to perform his/her work by reason of personal illness, accident or exposure to contagious disease. Paid sick leave shall accrue on the basis of one (1) working day per month during the remainder of the first calendar year of employment after initial appointment and fifteen (15) days in every calendar year thereafter. Any amount of paid sick leave not used in any calendar year shall accumulate to the employee's credit from year-to-year to be utilized if and when needed.

Section 11.2

All full-time employees shall be entitled to a terminal leave payment upon retirement provided that the employee shall furnish proof of retirement to the Township. The form of this proof shall be in the form of a copy of the employee's first retirement check from the Public Employees Retirement System (PERS).

Upon retirement of any employee hired prior to December 31, 2009 in accordance with applicable statutes and regulations, said employee shall be entitled to a lump sum cash payment in an amount equal to fifty percent (50%) of his accumulated sick leave provided, however, that said payment shall in no event exceed the sum of fifteen thousand dollars (\$15,000). Upon retirement employees hired on or after January 1, 2010 in accordance with applicable statutes and regulations, shall be entitled to a lump sum cash payment in an amount equal to twenty-five (25%) of accumulated sick leave provided, however, that said payment shall in no event exceed the sum of ten thousand dollars (\$10,000). Upon retirement employees hired on or after January 1, 2014 in accordance with applicable statutes and regulations shall not be entitled to any payment toward or for accumulated sick leave. The amounts specified above based on the hiring date of the employee shall not exceed the established maximum amounts but shall be reduced if required by Statute. Employees may

defer payment until the succeeding year by requesting such in writing to the payroll department.

Section 11.3

Any employee that is charged for sick hours in excess of the hours that the employee is entitled to will have the excess hours automatically charged to available "Personal Leave" hours available per Article X of this Agreement.

ARTICLE XII
BEREAVEMENT LEAVE

Section 12.1

In the event of death in the employee's immediately family, the employee shall be granted time off without loss of pay from the date of death or the day of the funeral, but in no event shall said leave exceed four (4) consecutive working days per incident, except in a case where the funeral is more than four (4) consecutive working days after the day of death, in which case the day of the funeral shall be granted with pay, or in the case of spouse or child, in which case said leave shall not exceed ten (10) consecutive working days per incident.

Section 12.2

The term "immediate family" includes wife, husband, daughter, son, father, mother, brother, sister, grandchildren, mother-in-law, father-in-law or a relative who is regularly living in the employee's household.

Section 12.3

In the event of the death of an employee's grandmother, grandfather, aunt, uncle, cousin or a member of the immediate family as described in Section 12.2 of the employee's spouse, the day of the funeral will be granted as time off without loss of compensation provided the funeral is on a regularly scheduled work day, unless the relative permanently resided in the employee's household.

Section 12.4

Notwithstanding the content of the foregoing subparagraph, the Municipal Manager in his sole discretion may grant special consideration in those situations which are not covered by the above circumstances.

Section 12.5

The Township may require verification of death.

ARTICLE XIII
LEAVES OF ABSENCE

Section 13.1

MILITARY LEAVE: Any full-time employee covered by this Agreement who is a member of the National Guard or reserve components in the military or naval service of the United States and is required to perform active duty for training period shall be granted a leave of absence with pay for the period of such training. When an employee, not on probation, has been called to active duty or drafted into the military or naval service of the United States, he shall automatically be granted an indefinite leave of absence without pay for the duration of such active military service. However, in order for that employee to be reinstated without loss of privileges or seniority, he must report for duty with the Township within sixty (60) days following his honorable discharge from the military.

Section 13.2

MATERNITY LEAVE: Maternity leave may be granted up to one (1) year by the Municipal Manager or his designee provided the request is made in writing one month prior to the effective date of leave. The leave, if granted, shall be without pay. Requests for leave under this section will not be unreasonably denied.

Section 13.3

a) A leave of absence without pay may be requested by an employee covered by this Agreement by submitting the reason(s) for the requested leave, in writing, to the Department head. Said leave can be granted for periods not to exceed three (3) months at any one time. Such leave may be renewed for an additional three (3) months by the Municipal Manager. Employees returning from an authorized leave will be restored to their original classification or another appropriate one of the same or similar salary to the one being earned at the time of the beginning of said leave. Employees returning from a leave of absence longer than five (5) consecutive work days due to a health issue may be

required to provide documentation from a doctor confirming that they are fit to return to work. Said medical exam will be at the expense of Lawrence Township.

b) If an employee sustains an injury while in the Township's employ and on duty, the employee will be continued without loss of pay for the maximum of six (6) months from the date of the accident. Such eligibility for this leave is determined by the definition of job injury as set out in the New Jersey Workers' Compensation Law. Payments which an employee received from the provisions of the Workers Compensation Law or Temporary Disability Law shall be remitted to the Township. Thus, any employee covered by this leave will receive no more than his normal weekly salary payment.

ARTICLE XIV
COURT ATTENDANCE

Section 14.1

An employee who is called to serve on a jury and does so shall be entitled to paid leave for the period of time in which he is officially involved with the Court in such capacity. The Township will make reasonable accommodation for employees called to jury duty who are scheduled to work other than a day shift.

ARTICLE XV
HEALTH BENEFITS

Section 15.1

- a) The Township agrees to provide health insurance for all employees and their dependents.
- b) Effective in the first pay period of January 2014, all employees that received Township provided health benefits shall contribute to the cost of the said health benefit premium for medical and prescription coverage as required by law, specifically Chapter 78, P.L. 2011. All employees hired on or after January 1, 2014 shall contribute based upon the year four rates specified by law and to be made an Appendix to a successor Agreement.
- c) Should an employee choose to opt-out of the health and prescription coverage pursuant to the policies and procedures established by the Township the employee shall not be responsible or required to contribute toward health and prescription coverage premium as required by Section 15.1 b of this Agreement.
- d) All employees and all retirees that retire on or after December 31, 2014, that choose an employer sponsored health plan which premium triggers an excise tax on a plan in accordance with the Affordable Care Act, then the cost of the excise tax will be the responsibility of the employee requiring a contribution in the amount of the excise tax in addition to the contribution required by Chapter 78 for all employees and retirees or for contributions required by retirees in accordance with the terms of the Collective Bargaining Agreement.

All contributions are in addition to the required excise tax contributions required by the Affordable Health Care Act language in 15.1 d.

- e) Any employee, regardless of hire date, that retires on or after February 2, 2014 and is eligible for post-retirement health care benefits shall contribute no less than one percent (1%) of their pensionable benefit toward the cost of said post-retirement benefits or an amount set by New Jersey Statute that requires a

higher contribution. Any employee that is eligible for post-retirement health and prescription benefits that retires on or after February 2, 2015 shall contribute no less than two percent (2%) of their pensionable benefit toward the cost of said post-retirement benefits. Any employee that is eligible for post-retirement health and prescription benefits that retires on or after February 2, 2016 shall contribute no less than two and one-half percent (2.5%) of their pensionable benefit toward the cost of said post-retirement benefits.

Section 15.2

The Township agrees to provide a drug prescription program for employees and their dependents. Employees will be required to contribute toward the cost of prescription coverage as provided in Section 15.1 b of this Agreement.

Section 15.3

The Township will pay fifty percent (50%) on an approved dental plan for employees and their families and reserves the right to choose the insurance carrier. Employees shall have the option to participate in this program. Management will agree to a change in the current carrier to provide equal or better coverage.

Section 15.4

a) The Township will pay two hundred fifty dollars (\$250) per employee for the purpose of a physical/eye exam, eyeglasses or contact lenses per year, as long as dual coverage is not in effect.

b) Employees will have the option of having the physical exam performed by a physician designated by the Township. Should the employee choose this option, the Township will pay for the cost of said exam. However, in either case, the employee must agree to allow the physician to release to the Township a statement, the contents of which shall be limited to the following:

1. The employee is in good health, or
2. The employee should seek further advice from his/her personal physician.

Should the employee not agree to release this statement, the Township will not bear the cost of said exam or will not reimburse the employee for the cost depending on the option chosen. These statements shall be confidential and will only be authorized for release to the Municipal Manager.

Section 15.5

The Township will pay for a life insurance policy in the amount of five thousand (\$5,000) for a natural death and will increase to ten thousand (\$10,000) in the event of an accidental death. The Township reserves the right to choose the insurance carrier for this program.

Section 15.6

a) The Township agrees to provide retirement benefits in accordance with applicable New Jersey statutes that would apply to eligible retired employee that had an original hire date of December 31, 2009 or prior. Employees hired on or after January 1, 2010 shall not be entitled to post-retirement health benefits.

b) Any employee, regardless of hire date, that retires on or after February 2, 2014 and is eligible for post-retirement health care benefits shall contribute no less than one percent (1%) of their pensionable benefit toward the cost of said post-retirement benefits or an amount set by New Jersey Statute that requires a higher contribution.

Section 15.7

Post-retirement benefits will be provided through the NJ State Health Benefits Plan. Retirees qualify under the following conditions:

- a) Disability retirement.
- b) Qualifying retirement with at least twenty-five (25) years of service in a state-approved pension system and at least ten (10) years with Lawrence Township.
- c) Service retirement at age 62 or older with at least fifteen (15) years of service with Lawrence Township.

The limit of post-retirement coverage is as follows:

- a) Retirement under age 55, Township pays for coverage for ten (10) years from date of retirement for retiree and dependents.
- b) Retirement between ages 55 and 60, Township pays for coverage until age 65 for retiree and dependents.
- c) Retirement between ages 60 and 65, Township pays for coverage until age 65 for retiree and dependents and pays for coverage for only retiree for a period of five (5) years from the date of retirement. (Example: Employee retires on 63rd birthday, Township pays coverage cost for retiree and dependent to age 65 and pays coverage cost for retiree only until 68th birthday.)
- d) Retirement at age 65 or older, Township pays for coverage for five (5) years from date of retirement – retiree only.
- e) Above periods of eligibility of post-retirement health care coverage will not be applicable to employees hired on or after January 1, 2010. Employees hired on or after January 1, 2010 shall not be eligible for post-retirement benefits.

Section 15.8

The Township shall provide employees the option of their enrollment in the IRS Code Section 125.

Section 15.9

Employees will be eligible to re-enroll during the year under special circumstances.

Section 15.10

Married employees where both parties are employees or retirees of the Township of Lawrence shall be covered for health benefits under one policy. No duplicate coverage.

ARTICLE XVI
UNION REPRESENTATIVES

Section 16.1

The Township recognizes the right of the Union to designate a Union President or designee and two (2) Union Stewards to represent the Union and the employees covered by this Agreement. The Union shall furnish the Township with the names of the President or designee and Stewards and will notify the Township of any changes.

Section 16.2

The authority of the President or designee or Union Stewards designated by the Union shall be limited to and shall not exceed the following duties and activities:

- a) The investigation and presentation of grievances in accordance with the provisions of the Agreement. Both parties agree that if it is necessary for the President or designee or Stewards to perform any such duties during his work time, the President or designee or Stewards shall be released from work by his Supervisor only to the extent necessary to make the investigation and for conferring with the Township representative.
- b) The transmission of such messages and information which will originate with and are authorized by the Union, or its officers, provided that such messages and information;
 1. Are of a routine nature and do not involve work stoppages, slowdowns or any other interference with Township business;
and
 2. The Union President or designee or Union Stewards are authorized to investigate, present and process grievances on or off the premises, provided such activity is not disruptive of any work in which he/she is engaged and subject to the necessity of maintaining his schedule and not disrupting the schedule or manpower of any other member of the bargaining unit who may be involved in the grievance.

Section 16.3

Representatives of the Union who are not employees of the Employer shall be permitted to visit with employees during the working hours at their workstations for the purpose of discussing Union representation matters. Such representatives shall also be recognized by the Employer as an authorized spokesperson for the Union in meetings between the parties regarding employee representation.

Section 16.4

An employee who is duly authorized in writing to be a representative of the Union shall be granted a leave of absence with pay for the time necessary to conduct Union business or attend conventions, seminars or workshops with a maximum of no more than four (4) employees to serve as Union representatives.

ARTICLE XVII
EXTENDED SICK LEAVE

Section 17.1

Lawrence Township will be required to provide extended sick leave in accordance with the Federal Family Leave Act and New Jersey Family Leave Act.

ARTICLE XVIII

JOB POSTING

Section 18.1

Notice of all vacancies shall be posted on all Union bulletin boards for this local and the employer will notify the Union President of any title changes. In addition, the posting shall list the salary level, hours of work, classification, job description, qualifications and instructions for making the appropriate application.

Section 18.2

All job openings must be posted according to the provisions of this section before an offer of employment can be extended to a candidate. Those employees who make the appropriate application shall be considered as candidates provided they meet the necessary criteria to perform the duties of the vacant position.

Section 18.3

Notices shall be posted for a period of at least five (5) working days.

Section 18.4

Immediately upon removal of said job postings, notice of hiring shall be forwarded to the President of the Local Union.

ARTICLE XIX
EDUCATIONAL BENEFITS

Section 19.1

The Township agrees in the event that an employee is required to attend educational courses as a job requirement, the Township will reimburse said employee for the amount required.

ARTICLE XX
SAFETY AND HEALTH

Section 20.1

The Employer shall at all times maintain safe and healthful working conditions and will provide employees with any wearing apparel, tools or devices needed in order to insure their safety and health.

Section 20.2

The Employer and the Union will maintain a Safety Committee comprised of the following. A safety official and one other member designated by the Employer and two members selected by the Union. The President of the Union may attend but shall have no voting power. It will be the responsibility of the Committee to investigate and correct unsafe and unhealthful conditions. The Committee shall meet monthly or as necessary to review general health and safety conditions and to make recommendations to the Municipal Manager about such conditions.

Recommendations should be submitted to the Municipal Manager or designee and the implementation should be made within thirty (30) days of presentation or a valid explanation be made to the President of the Union in writing. The President or designee shall remind the Manager's designee fifteen (15) days after presentation. If a recommendation is not addressed within this time frame, there shall be an emergency meeting held five days after the thirty-day period with the Safety Committee and the Municipal Manager.

Section 20.3

The Safety Committee members shall be permitted reasonable opportunity to visit work locations throughout the Employer's facilities for the purpose of investigating safety and health conditions during working hours with no loss of pay.

ARTICLE XXI
LABOR/MANAGEMENT MEETINGS

Section 21.1

The Union and the Employer agree to meeting on a quarterly basis or at a mutually convenient time for the purpose of discussing issues that concern either party. The party requesting such a meeting will supply the second party with an agenda within ten (10) working days of the meeting. These meetings shall not be used to settle grievances nor are they designed to circumvent the collective bargaining process.

ARTICLE XXII
CLASSIFICATIONS AND JOB DESCRIPTIONS

Section 22.1

The classification for employees covered by this Agreement is attached hereto as Appendix A and by reference is made part of this Agreement.

Section 22.2

Determinations regarding job descriptions and classifications shall remain matters of managerial prerogative. Changes in compensation shall be a negotiable item when required by law.

Section 22.3

Change in title in order to implement a higher salary without a change of work duties must be done in accordance with a Civil Service desk audit.

Section 22.4

The Municipal Manager agrees to meet and discuss with the Union President or designee and a representative from any title which shall be the subject of a range upgrade. Such request must be accompanied by documentation supporting any such upgrade.

ARTICLE XXIII
EQUAL PAY FOR EQUAL WORK

Section 23.1

Any employee who performs work in a higher-grade pay classification than his own for at least four (4) consecutive hours in any workday shall receive the greater of five percent (5%) above the current salary or the minimum of the new range for such work for the time that it is performed. An exception to the Article would be for training for a new job title provided that one (1) week notice is given prior and such training does not last for more than two (2) weeks.

ARTICLE XXIV
ACCESS TO PERSONNEL FILES

Section 24.1

An employee covered by this Agreement shall have the right to inspect and obtain copies of documents from his personal history file maintained at Township Hall at any reasonable time upon five (5) working days written notice to the custodian thereof. Whenever, in the option of the employee's supervisor, derogatory material is placed in the employee's personal history file, the Township agrees to notify the employee in writing of that action. The contents of the employee's personal history file shall not be made public unless required in disciplinary proceedings or by court order or subpoena process in a judicial proceeding. An employee covered by this Agreement shall be allowed to place in such a file a response to anything contained therein.

Section 24.2

Disciplinary actions and letters of official reprimand may be removed upon petition from employee's personnel file after eighteen (18) months. Such requests should demonstrate appropriateness.

ARTICLE XXV
BULLETIN BOARDS

Section 25.1

The Township shall provide three (3) bulletin boards for the Unit covered by this Agreement.

Section 25.2

Notices of Union meetings, official Union business, Union social, recreational and educational events shall be the material posted by the Union. Such notices shall be signed by the Union President prior to posting and must be on Union letterhead.

ARTICLE XXVI
NON-DISCRIMINATION

Section 26.1

The Township and the Union agree not to discriminate against any individual with respect to hiring, compensation, terms or conditions of employment covered by this Agreement because of such individual's race, color, creed, religion, sex, national origin, handicap, age or sexual preference.

ARTICLE XXVII

LONGEVITY

Section 27.1

Each employee hired before January 1, 2013 and covered by this Agreement shall in addition to his/her regular wages and benefits, be paid longevity based upon years of service as of December 31, 2013 with the Township in accordance with the following amounts. Said amounts to be paid to an employee shall not be adjusted beyond the longevity amount being received by an eligible employee as of December 31 2013. Longevity shall be pensionable and included as part of the employee's regular pay.

Length of Service	
8 years	\$800
12 years	\$1,100
16 years	\$1,400
20 years	\$1,700
24 years	\$2,000
28 years	\$2,300

Any employee hired on or after January 1, 2014 and subject to this Agreement shall not be entitled to longevity pay.

Section 27.2

Longevity pay, as heretofore set forth, shall become effective January 1st or July 1st, the date nearest to the anniversary date of employment.

Section 27.3

The Township shall establish a deferred compensation plan for members of this bargaining unit.

Section 27.4

Past and present, permanent, part-time service to the Township shall be recognized for purposes of computing a seniority date regarding an employee's longevity anniversary. Such time shall be pro-rated so that each year's service will be credited for one-half year longevity.

Section 27.5

Part-time employees shall receive pro-rated paid time off for sick, vacation, personal and holiday based on the number of hours worked, as well as statutorily required benefits.

ARTICLE XXVIII
CLOTHING ALLOWANCE

Section 28.1

There will be an annual clothing allowance given on January 1st of year as follows:

- \$150 for Public Health Nurses
- \$500 for Animal Control Officer
- \$250 for Housing Inspector
- \$450 Fire Protection Sub-Code Official

Public Works Inspector, Registered Environmental Health Specialist, Building Inspectors will be provided apparel to serve as a uniform to be purchased by the Township in an amount not to exceed two hundred fifty dollars (\$250) annually.

ARTICLE XXX
SEPARABILITY AND SAVINGS

Section 30.1

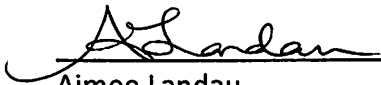
If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid, except to the extent permitted by law, and that all other provisions or applications of this Agreement shall continue in full force and effect for the duration of this Agreement. The provisions of this Agreement shall be subject to and subordinate to and shall not annul or modify existing provisions of State and local law.

ARTICLE XXXI
FULLY BARGAINED AGREEMENT

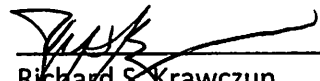
This Agreement represents and incorporates the complete and final understanding and settlement by the parties of all bargainable issues which were or could have been the subject of negotiations. During the term of this Agreement, neither party will be required to negotiate with respect to any such matter, whether or not covered by this Agreement, and whether or not within the knowledge or contemplation of either or both parties at the time they negotiated or signed this Agreement.

AFSCME, Council #73
AFL-CIO, Local #2257

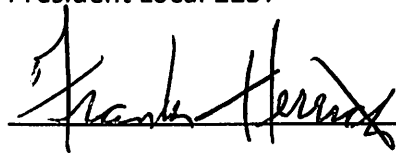
TOWNSHIP OF LAWRENCE
COUNTY OF MERCER



Aimee Landau
President Local 2257



Richard S. Krawczun
Township Manager



Frank Herrick
AFSCME Council #73 Representative

APPENDIX A
SALARY SCHEDULE

1. An employee's anniversary date is the first of the month in which the employee was hired or after a promotion, the first of the month in which the employee was promoted to his/her current title.
2. The salary of an employee who is promoted shall be changed to the nearest step in the range of the new title that is equivalent to at least one full increment.
3. Permanent part-time employees will receive an hourly rate based on their title, grade and step as determined in this collective bargaining Agreement.
4. With the inception of the grade and step system please note that all new employees must be hired at the minimum of the pay scale unless consent of the Union is received. Discussion and negotiation of starting salaries above the minimum should be completed within two weeks.
5. Effective January 1, 2014 employees hired on or before December 31, 2013 and covered by this Agreement shall receive no wage increase to base salary.
6. Effective January 1, 2015 employees hired on or before December 31, 2013 and covered by this Agreement shall receive a wage increase of 1.95% over base salary.
7. Effective January 1, 2016 employees hired on or before December 31, 2013 and covered by this Agreement shall receive a wage increase of 2.25% over base salary
8. Employees hired on or before December 31, 2013 shall be compensated per the "Salary Schedule A" and attached to this Agreement.
9. Employees hired on or after January 1, 2014 shall be compensated per the "Salary Schedule B" and attached to this Agreement.
10. Effective during this contract all employees covered by this Agreement shall move on the appropriate "Step Guide" in accordance with their hire date and position of employment and applicable "Salary Schedule".

11. Any employee at the maximum on the Step Guide and not receiving a "step" increase in calendar year 2014 shall receive a one-time payment of five hundred dollars (\$500) on December 5, 2014. The one-time payment shall not be added to the base salary of any employee and shall not be considered in any way towards the pensionable compensation of an employee. No service credit will be earned for purposes of upward movement on the Step Guide for calendar year 2010.
12. Any employee hired on or after January 1, 2014 shall be subject to compensation in accordance with Salary Schedule "B" and attached. "Step Guide" adjustments in Salary Schedule "B" shall not be increased by the annual cost of living adjustments, with the exception of Step 11.

SCHEDULE A

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

EMPLOYEES HIRED ON OR BEFORE DECEMBER 31, 2013

GRADE AND JOB TITLE		0.00% 2014	1.95% 2015	2.25% 2016
GRADE 1	1	26,407	26,922	27,528
Clerk 1	2	27,029	27,556	28,176
Keyboarding Clerk 1	3	27,653	28,192	28,826
Sr. Citizen Program Aide	4	28,275	28,827	29,475
	5	28,898	29,461	30,124
	6	29,520	30,096	30,773
	7	30,143	30,730	31,422
	8	30,765	31,365	32,071
	9	31,389	32,002	32,722
	10	32,013	32,637	33,372
	11	32,638	33,274	34,023
 GRADE 2	1	27,505	28,041	28,672
Account Clerk	2	28,271	28,822	29,471
Assistant Animal Control Officer	3	29,035	29,601	30,267
Deputy Registrar of Vital Statistics/Typing	4	29,797	30,378	31,061
Keyboarding Clerk 2	5	30,561	31,157	31,858
Violations Clerk	6	31,327	31,938	32,656
	7	32,091	32,717	33,453
	8	32,856	33,497	34,250
	9	33,620	34,275	35,047
	10	34,821	35,500	36,299
	11	36,025	36,728	37,554
 GRADE 3	1	28,605	29,163	29,819
Public Safety Telecommunicator/Typist	2	29,349	29,922	30,595
	3	30,096	30,683	31,373
	4	30,842	31,443	32,151
	5	31,592	32,208	32,932
	6	32,338	32,969	33,711
	7	33,083	33,728	34,487
	8	33,828	34,488	35,264
	9	34,578	35,253	36,046
	10	35,763	36,460	37,280
	11	36,947	37,667	38,515
 GRADE 4	1	27,508	28,044	28,675
Data Control Clerk/Typing	2	28,558	29,115	29,770
Clerk 2	3	29,610	30,187	30,866
Clerk Transcriber	4	30,660	31,258	31,961
	5	31,710	32,329	33,056
	6	32,760	33,398	34,150
	7	33,811	34,470	35,246
	8	34,862	35,542	36,342
	9	35,913	36,613	37,437
	10	36,963	37,684	38,532
	11	38,011	38,752	39,624

SCHEDULE A

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

EMPLOYEES HIRED ON OR BEFORE DECEMBER 31, 2013

GRADE AND JOB TITLE		0.00% 2014	1.95% 2015	2.25% 2016
GRADE 5	1	32,338	32,969	33,711
Cashier	2	33,686	34,343	35,115
Senior Clerk Transcriber	3	35,033	35,716	36,520
Keyboarding Clerk 3	4	35,880	36,580	37,403
Purchasing Assistant	5	36,730	37,446	38,288
Purchasing Assistant/Senior Clerk Typist	6	37,609	38,343	39,205
Switchboard Operator/Typing	7	38,487	39,237	40,120
	8	39,365	40,133	41,036
	9	40,245	41,030	41,953
	10	41,561	42,371	43,325
	11	42,877	43,713	44,697
 GRADE 6	1	33,514	34,167	34,936
Clerk Stenographer 3	2	34,491	35,163	35,954
Senior Accounting Clerk	3	35,471	36,162	36,976
	4	36,450	37,161	37,997
	5	37,428	38,158	39,016
	6	38,407	39,156	40,037
	7	39,382	40,150	41,054
	8	40,364	41,151	42,077
	9	41,340	42,147	43,095
	10	43,309	44,154	45,147
	11	45,281	46,164	47,203
 GRADE 7	1	36,291	36,999	37,831
Accounting Assistant	2	37,317	38,045	38,901
Assistant Municipal Clerk/Transcriber	3	38,342	39,090	39,969
Court Aide	4	39,368	40,136	41,039
Deputy Municipal Court Administrator	5	40,396	41,184	42,110
Legal Aide	6	41,423	42,230	43,181
Principal Account Clerk	7	42,449	43,277	44,251
Public Safety Telecommunicator Trainee	8	43,474	44,321	45,318
Public Works Inspector	9	44,501	45,369	46,390
Senior Engineering Aide	10	45,969	46,865	47,919
	11	47,434	48,359	49,447

SCHEDULE A

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

EMPLOYEES HIRED ON OR BEFORE DECEMBER 31, 2013

GRADE AND JOB TITLE		0.00% 2014	1.95% 2015	2.25% 2016
GRADE 8	1	38,487	39,237	40,120
Administrative Clerk	2	39,790	40,566	41,478
Administrative Clerk Typing	3	41,090	41,891	42,834
Municipal Court Administrator	4	42,787	43,622	44,603
Principal Payroll Clerk	5	44,487	45,355	46,375
Public Health Investigator	6	45,554	46,442	47,487
Recreation Program Coordinator/Lifeguard	7	46,623	47,533	48,602
Secretarial Assistant	8	47,747	48,678	49,773
Technical Assistant/Office of Construction (Stenographer)	9	48,872	49,825	50,946
	10	51,254	52,253	53,429
	11	53,637	54,683	55,914
GRADE 9	1	42,210	43,033	44,002
Senior Public Works Inspector	2	43,319	44,164	45,157
Principal Clerk Typist/Registrar of Vital Statistics	3	44,424	45,291	46,310
	4	45,533	46,421	47,465
	5	46,640	47,549	48,619
	6	47,749	48,680	49,776
	7	48,857	49,810	50,930
	8	49,967	50,941	52,087
	9	51,073	52,069	53,241
	10	52,624	53,650	54,857
	11	54,172	55,229	56,471
GRADE 10	1	44,551	45,420	46,442
Assistant Zoning Officer	2	45,507	46,395	47,438
Building Inspector	3	46,466	47,372	48,438
Animal Control Officer	4	47,420	48,344	49,432
	5	48,378	49,322	50,431
	6	49,335	50,297	51,428
	7	50,292	51,273	52,426
	8	51,245	52,244	53,420
	9	52,199	53,217	54,414
	10	53,595	54,640	55,870
	11	54,993	56,066	57,327

SCHEDULE A

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

EMPLOYEES HIRED ON OR BEFORE DECEMBER 31, 2013

GRADE AND JOB TITLE		0.00% 2014	1.95% 2015	2.25% 2016
GRADE 11	1	48,935	49,889	51,011
Administrative Secretary	2	50,456	51,440	52,597
Housing Inspector	3	51,971	52,985	54,177
Principal Engineering Aide	4	53,489	54,532	55,759
Registered Environmental Health Specialist	5	55,009	56,081	57,343
Senior Housing Inspector	6	56,529	57,631	58,928
Assistant Municipal Tax Collector	7	58,046	59,178	60,509
Environmental Center Manager	8	59,563	60,725	62,091
	9	61,081	62,272	63,674
	10	63,042	64,271	65,717
	11	64,996	66,264	67,755
GRADE 12	1	52,020	53,034	54,227
Assistant Assessor	2	53,512	54,555	55,783
Electrical Inspector	3	55,004	56,077	57,339
Plumbing Inspector	4	56,494	57,596	58,892
Supervising Public Works Inspector	5	57,983	59,114	60,444
Fire Protection Inspector	6	59,478	60,638	62,002
	7	60,969	62,158	63,556
	8	62,460	63,678	65,111
	9	63,951	65,198	66,665
	10	65,886	67,170	68,682
	11	67,818	69,140	70,696
GRADE 13	1	55,102	56,176	57,440
Senior Building Inspector	2	56,688	57,793	59,094
Senior Registered Environmental Health Specialist	3	58,275	59,412	60,748
	4	59,860	61,028	62,401
	5	61,449	62,647	64,057
	6	63,033	64,262	65,708
	7	64,617	65,877	67,359
	8	66,208	67,499	69,017
	9	67,794	69,116	70,671
	10	69,820	71,181	72,783
	11	71,845	73,246	74,894

SCHEDULE A

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

EMPLOYEES HIRED ON OR BEFORE DECEMBER 31, 2013

GRADE AND JOB TITLE	0.00% 2014	1.95% 2015	2.25% 2016
---------------------	---------------	---------------	---------------

GRADE AND JOB TITLE	0.00% 2014	1.95% 2015	2.25% 2016	
GRADE 14	1	28,541	29,098	29,752
Bachelor of Science Nurse BSN - Part Time	2	29,648	30,226	30,906
	3	30,753	31,353	32,058
	4	31,855	32,476	33,207
	5	32,957	33,600	34,356
	6	33,909	34,571	35,348
	7	34,864	35,543	36,343
	8	35,811	36,510	37,331
	9	36,766	37,483	38,327
	10	37,718	38,454	39,319
	11	38,670	39,424	40,311

GRADE 15	1	30,999	31,604	32,315
Graduate Public Health Nurse RN - Part Time	2	32,003	32,627	33,361
	3	33,010	33,654	34,411
	4	33,962	34,625	35,404
	5	34,913	35,594	36,395
	6	35,866	36,566	37,388
	7	36,818	37,536	38,381
	8	37,769	38,506	39,372
	9	38,721	39,476	40,364
	10	39,674	40,448	41,358
	11	40,624	41,416	42,348

GRADE 16	1	72,656	74,073	75,740
Electrical Sub-Code Official	2	74,902	76,362	78,081
Plumbing Sub-Code Official	3	77,147	78,652	80,421
Fire Sub-Code Official	4	79,392	80,940	82,761
Building Sub-Code Official	5	81,636	83,228	85,101
	6	83,880	85,516	87,440
	7	86,124	87,803	89,779
	8	88,366	90,089	92,116
	9	90,609	92,376	94,454
	10	92,854	94,665	96,795
	11	95,099	96,953	99,135

SCHEDULE A

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

EMPLOYEES HIRED ON OR BEFORE DECEMBER 31, 2013

GRADE AND JOB TITLE

**0.00%
2014**

**1.95%
2015**

**2.25%
2016**

GRADE 17	1	55,227	56,304	57,571
Supervising Building Inspector	2	57,500	58,622	59,941
	3	59,774	60,940	62,311
	4	62,051	63,261	64,684
	5	64,324	65,579	67,054
	6	66,598	67,896	69,424
	7	68,872	70,215	71,795
	8	71,149	72,536	74,169
	9	73,422	74,853	76,537
	10	75,697	77,173	78,910
	11	77,972	79,492	81,281
GRADE 18	1	41,585	42,396	43,349
Public Safety Telecommunicator	2	42,590	43,420	44,397
	3	43,593	44,444	45,444
	4	44,599	45,469	46,492
	5	45,602	46,491	47,538
	6	46,605	47,514	48,583
	7	47,610	48,538	49,630
	8	48,614	49,562	50,677
	9	49,618	50,585	51,723
	10	50,621	51,609	52,770
	11	51,624	52,631	53,815
GRADE 19	1	47,320	48,243	49,329
Senior Public Safety Telecommunicator	2	48,426	49,370	50,481
	3	49,531	50,497	51,633
	4	50,634	51,622	52,783
	5	51,740	52,749	53,936
	6	52,843	53,874	55,086
	7	53,949	55,001	56,238
	8	55,051	56,124	57,387
	9	56,156	57,251	58,539
	10	57,259	58,376	59,689
	11	58,365	59,503	60,842

SCHEDULE B

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

HIRED ON OR AFTER JANUARY 1, 2014

GRADE AND JOB TITLE		0.00% 2014	1.95% 2015	2.25% 2016
GRADE 1	1	26,407	26,407	26,407
Clerk 1	2	27,029	27,029	27,029
Keyboarding Clerk 1	3	27,653	27,653	27,653
Sr. Citizen Program Aide	4	28,275	28,275	28,275
	5	28,898	28,898	28,898
	6	29,520	29,520	29,520
	7	30,143	30,143	30,143
	8	30,765	30,765	30,765
	9	31,389	31,389	31,389
	10	32,013	32,013	32,013
	11	32,638	33,274	34,023
 GRADE 2	1	27,505	27,505	27,505
Account Clerk	2	28,271	28,271	28,271
Assistant Animal Control Officer	3	29,035	29,035	29,035
Deputy Registrar of Vital Statistics/Typing	4	29,797	29,797	29,797
Keyboarding Clerk 2	5	30,561	30,561	30,561
Violations Clerk	6	31,327	31,327	31,327
	7	32,091	32,091	32,091
	8	32,856	32,856	32,856
	9	33,620	33,620	33,620
	10	34,821	34,821	34,821
	11	36,025	36,728	37,554
 GRADE 3	1	28,605	28,605	28,605
Public Safety Telecommunicator/Typist	2	29,349	29,349	29,349
	3	30,096	30,096	30,096
	4	30,842	30,842	30,842
	5	31,592	31,592	31,592
	6	32,338	32,338	32,338
	7	33,083	33,083	33,083
	8	33,828	33,828	33,828
	9	34,578	34,578	34,578
	10	35,763	35,763	35,763
	11	36,947	37,667	38,515
 GRADE 4	1	27,508	27,508	27,508
Data Control Clerk/Typing	2	28,558	28,558	28,558
Clerk 2	3	29,610	29,610	29,610
Clerk Transcriber	4	30,660	30,660	30,660
	5	31,710	31,710	31,710
	6	32,760	32,760	32,760
	7	33,811	33,811	33,811
	8	34,862	34,862	34,862
	9	35,913	35,913	35,913
	10	36,963	36,963	36,963
	11	38,011	38,752	39,624

SCHEDULE B

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

HIRED ON OR AFTER JANUARY 1, 2014

0.00% 1.95% 2.25%
2014 2015 2016

GRADE AND JOB TITLE

GRADE 5	1	32,338	32,338	32,338
Cashier	2	33,686	33,686	33,686
Senior Clerk Transcriber	3	35,033	35,033	35,033
Keyboarding Clerk 3	4	35,880	35,880	35,880
Purchasing Assistant	5	36,730	36,730	36,730
Purchasing Assistant/Senior Clerk Typist	6	37,609	37,609	37,609
Switchboard Operator/Typing	7	38,487	38,487	38,487
	8	39,365	39,365	39,365
	9	40,245	40,245	40,245
	10	41,561	41,561	41,561
	11	42,877	43,713	44,697
 GRADE 6	1	33,514	33,514	33,514
Clerk Stenographer 3	2	34,491	34,491	34,491
Senior Accounting Clerk	3	35,471	35,471	35,471
	4	36,450	36,450	36,450
	5	37,428	37,428	37,428
	6	38,407	38,407	38,407
	7	39,382	39,382	39,382
	8	40,364	40,364	40,364
	9	41,340	41,340	41,340
	10	43,309	43,309	43,309
	11	45,281	46,164	47,203
 GRADE 7	1	36,291	36,291	36,291
Accounting Assistant	2	37,317	37,317	37,317
Assistant Municipal Clerk/Transcriber	3	38,342	38,342	38,342
Court Aide	4	39,368	39,368	39,368
Deputy Municipal Court Administrator	5	40,396	40,396	40,396
Legal Aide	6	41,423	41,423	41,423
Principal Account Clerk	7	42,449	42,449	42,449
Public Safety Telecommunicator Trainee	8	43,474	43,474	43,474
Public Works Inspector	9	44,501	44,501	44,501
Senior Engineering Aide	10	45,969	45,969	45,969
	11	47,434	48,359	49,447

SCHEDULE B

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

HIRED ON OR AFTER JANUARY 1, 2014

GRADE AND JOB TITLE

**0.00%
2014**

**1.95%
2015**

**2.25%
2016**

GRADE 8	1	38,487	38,487	38,487
Administrative Clerk	2	39,790	39,790	39,790
Administrative Clerk Typing	3	41,090	41,090	41,090
Municipal Court Administrator	4	42,787	42,787	42,787
Principal Payroll Clerk	5	44,487	44,487	44,487
Public Health Investigator	6	45,554	45,554	45,554
Recreation Program Coordinator/Lifeguard	7	46,623	46,623	46,623
Secretarial Assistant	8	47,747	47,747	47,747
Technical Assistant/Office of Construction (Stenographer)	9	48,872	48,872	48,872
	10	51,254	51,254	51,254
	11	53,637	54,683	55,914
GRADE 9	1	42,210	42,210	42,210
Senior Public Works Inspector	2	43,319	43,319	43,319
Principal Clerk Typist/Registrar of Vital Statistics	3	44,424	44,424	44,424
	4	45,533	45,533	45,533
	5	46,640	46,640	46,640
	6	47,749	47,749	47,749
	7	48,857	48,857	48,857
	8	49,967	49,967	49,967
	9	51,073	51,073	51,073
	10	52,624	52,624	52,624
	11	54,172	55,229	56,471
GRADE 10	1	44,551	44,551	44,551
Assistant Zoning Officer	2	45,507	45,507	45,507
Building Inspector	3	46,466	46,466	46,466
Animal Control Officer	4	47,420	47,420	47,420
	5	48,378	48,378	48,378
	6	49,335	49,335	49,335
	7	50,292	50,292	50,292
	8	51,245	51,245	51,245
	9	52,199	52,199	52,199
	10	53,595	53,595	53,595
	11	54,993	56,066	57,327

SCHEDULE B

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

HIRED ON OR AFTER JANUARY 1, 2014

GRADE AND JOB TITLE

**0.00%
2014**

**1.95%
2015**

**2.25%
2016**

GRADE 11	1	48,935	48,935	48,935
Administrative Secretary	2	50,456	50,456	50,456
Housing Inspector	3	51,971	51,971	51,971
Principal Engineering Aide	4	53,489	53,489	53,489
Registered Environmental Health Specialist	5	55,009	55,009	55,009
Senior Housing Inspector	6	56,529	56,529	56,529
Assistant Municipal Tax Collector	7	58,046	58,046	58,046
Environmental Center Manager	8	59,563	59,563	59,563
	9	61,081	61,081	61,081
	10	63,042	63,042	63,042
	11	64,996	66,264	67,755
GRADE 12	1	52,020	52,020	52,020
Assistant Assessor	2	53,512	53,512	53,512
Electrical Inspector	3	55,004	55,004	55,004
Plumbing Inspector	4	56,494	56,494	56,494
Supervising Public Works Inspector	5	57,983	57,983	57,983
Fire Protection Inspector	6	59,478	59,478	59,478
	7	60,969	60,969	60,969
	8	62,460	62,460	62,460
	9	63,951	63,951	63,951
	10	65,886	65,886	65,886
	11	67,818	69,140	70,696
GRADE 13	1	55,102	55,102	55,102
Senior Building Inspector	2	56,688	56,688	56,688
Senior Registered Environmental Health Specialist	3	58,275	58,275	58,275
	4	59,860	59,860	59,860
	5	61,449	61,449	61,449
	6	63,033	63,033	63,033
	7	64,617	64,617	64,617
	8	66,208	66,208	66,208
	9	67,794	67,794	67,794
	10	69,820	69,820	69,820
	11	71,845	73,246	74,894

SCHEDULE B

WHITE COLLAR GRADE, TITLE AND WAGE LISTING

HIRED ON OR AFTER JANUARY 1, 2014

GRADE AND JOB TITLE

0.00%
2014

1.95%
2015

2.25%
2016

GRADE 14	1	28,541	28,541	28,541
Bachelor of Science Nurse BSN - Part Time	2	29,648	29,648	29,648
	3	30,753	30,753	30,753
	4	31,855	31,855	31,855
	5	32,957	32,957	32,957
	6	33,909	33,909	33,909
	7	34,864	34,864	34,864
	8	35,811	35,811	35,811
	9	36,766	36,766	36,766
	10	37,718	37,718	37,718
	11	38,670	39,424	40,311
GRADE 15	1	30,999	30,999	30,999
Graduate Public Health Nurse RN - Part Time	2	32,003	32,003	32,003
	3	33,010	33,010	33,010
	4	33,962	33,962	33,962
	5	34,913	34,913	34,913
	6	35,866	35,866	35,866
	7	36,818	36,818	36,818
	8	37,769	37,769	37,769
	9	38,721	38,721	38,721
	10	39,674	39,674	39,674
	11	40,624	41,416	42,348
GRADE 16	1	72,656	72,656	72,656
Electrical Sub-Code Official	2	74,902	74,902	74,902
Plumbing Sub-Code Official	3	77,147	77,147	77,147
Fire Sub-Code Official	4	79,392	79,392	79,392
Building Sub-Code Official	5	81,636	81,636	81,636
	6	83,880	83,880	83,880
	7	86,124	86,124	86,124
	8	88,366	88,366	88,366
	9	90,609	90,609	90,609
	10	92,854	92,854	92,854
	11	95,099	96,953	99,135

SCHEDULE B

**WHITE COLLAR GRADE, TITLE AND WAGE LISTING
HIRED ON OR AFTER JANUARY 1, 2014
GRADE AND JOB TITLE**

0.00% 1.95% 2.25%
2014 2015 2016

GRADE 17	1	55,227	55,227	55,227
Supervising Building Inspector	2	57,500	57,500	57,500
	3	59,774	59,774	59,774
	4	62,051	62,051	62,051
	5	64,324	64,324	64,324
	6	66,598	66,598	66,598
	7	68,872	68,872	68,872
	8	71,149	71,149	71,149
	9	73,422	73,422	73,422
	10	75,697	75,697	75,697
	11	77,972	79,492	81,281
 GRADE 18	1	41,585	41,585	41,585
Public Safety Telecommunicator	2	42,590	42,590	42,590
	3	43,593	43,593	43,593
	4	44,599	44,599	44,599
	5	45,602	45,602	45,602
	6	46,605	46,605	46,605
	7	47,610	47,610	47,610
	8	48,614	48,614	48,614
	9	49,618	49,618	49,618
	10	50,621	50,621	50,621
	11	51,624	52,631	53,815
 GRADE 19	1	47,320	47,320	47,320
Senior Public Safety Telecommunicator	2	48,426	48,426	48,426
	3	49,531	49,531	49,531
	4	50,634	50,634	50,634
	5	51,740	51,740	51,740
	6	52,843	52,843	52,843
	7	53,949	53,949	53,949
	8	55,051	55,051	55,051
	9	56,156	56,156	56,156
	10	57,259	57,259	57,259
	11	58,365	59,503	60,842