

1181

AGREEMENT BETWEEN TOWNSHIP MANAGER & DEPARTMENT HEADS  
OF MOUNT HOLLY TOWNSHIP

On October 1, 1990, the Township Manager, (subject to approval by Township Council), and the full-time Department Heads of Mount Holly Township, (subject to ratification by all Department Heads of Mount Holly Township), agreed to the following items:

1.) The Department Heads Association shall consist of and represent the following positions:

Director of Neighborhood Preservation  
Treasurer  
Tax Collector  
Public Works Director  
Public Works Foreman  
Public Works Assistant Foreman  
Construction Official  
Township Clerk  
Recreation Superintendent  
Township Manager's Secretary/Deputy Clerk

2.) The Treasurer, Tax Collector, Township Clerk, Recreation Superintendent, Construction Official, Director of Neighborhood Preservation and Township Manager's Secretary/Deputy Clerk, shall enjoy all of the rights and benefits of the White Collar Unit, except as provided herein.

3.) The Public Works Director, Foreman and Assistant Foreman shall enjoy all of the rights and benefits of the Blue Collar Unit, except as provided herein.

4.) It is agreed upon that no part-time workers are covered under this contract even though they may have been in the past.

5.) This Agreement shall cover a thirty-six (36) month period, from January 1, 1991 through December 31, 1993.

6.) During 1991 Department Heads shall have their salaries increased by 6.5% over the current year, or 1990 salary.

7.) During 1992 Department Heads shall have their salaries increased by 6% over 1991 salary.

8.) During 1993 Department Heads shall have their salaries increased by 6% over the 1992 salary.

9.) The attached schedule of grades and steps shall be made part of this Agreement and shall be the grades and steps at which Department Heads are paid.

10.) During the term of the Agreement, all Department Heads shall receive four (4) personal days per year.

11.) On or about December 1 of 1991, each full-time Department Head shall receive a bonus payment of \$450.00, for 1992 \$550.00 and 1993 \$650.00.

12.) Each full-time Department Head shall receive a medical reimbursement allowance of \$600.00 during the term of this contract. However, Department Heads may elect to take dental coverage in lieu of this \$600.00 payment. Notice must be given to the Finance Director no later than December 1 of each year of this contract for the upcoming year.

13.) A certificate from the employee's physician will be in any event required if the employee is absent due to illness for more than four (4) consecutive days, more than six (6) days in a two week period, or uses more than a total of fifteen (15) days sick leave in any calendar year.

14.) At retirement, each full-time Department Head shall receive payment for one-half of unused sick leave up to a maximum of sixty-two (62) days.


15.) The vacation schedule for those in this contract is as follows:


FOR 1991 - 1992 - 1993

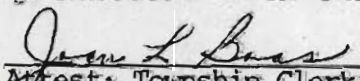
0 - 1 year	one day per month
1 - 5 years	16 days
6 - 10 years	19 days
11 - 20 years	24 days
21 plus years	29 days

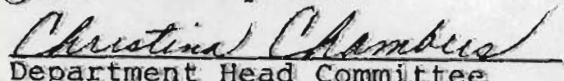
16.) Longevity payments will be included into the base pay for pension purposes for 1991, 1992 and 1993. Longevity, for those hired after January 1, 1991 shall be at the rate of Step A - \$500.00, Step B - \$1,000.00, Step C - \$1,500.00. However, the rates of A, B, and C are to be applied based on years of service and not years at top step. Therefore longevity Step A begins after completion of ten (10) years of service, Step B after completion of fifteen (15) years and Step C after completion of twenty (20) years of service. \*

17.) This constitutes the full and complete agreement by both parties which shall not be changed and for which negotiations shall not be reopened when negotiations with other bargaining units are concluded.

  
John L. Madden, Mayor

  
Department Head Committee

  
Attest: Township Clerk

  
Department Head Committee

Department Head Committee

**ADDENDUM**

**AGREEMENT BETWEEN TOWNSHIP MANAGER AND DEPARTMENT  
HEADS OF MOUNT HOLLY TOWNSHIP**

**Longevity \***

In order that employees who have remained at the maximum pay rate of a grade for a number of years without a salary adjustment, may receive some compensation beyond that fixed for the pay grade, the following three step LONGEVITY PAY PLAN is hereby adopted for those hired before January 1, 1991.

When an employee has remained at the maximum pay rate of one or more grades for forty-eight (48) months of service, longevity increment "A" of the attached pay plan computed at 5% of the maximum pay for a given grade shall be paid in addition to the maximum established rate of the grade. The additional longevity increment "B", computed at 10%, shall be paid when an employee has been in the maximum pay rate of one or more grades for one hundred eight (108) months of service. The final longevity increment "C", computed at 15%, shall be paid when an employee has been in the maximum pay rate of one or more grades for one hundred sixty-eight (168) months of service.

*Date*

**ORDINANCE NO. 1991-3**

**AN ORDINANCE ESTABLISHING THE RATE OF COMPENSATION, SALARY OR WAGE OF SELECTED EMPLOYEES OF THE TOWNSHIP OF MOUNT HOLLY**

BE IT ORDAINED by the Township Council of the Township of Mount Holly, County of Burlington and State of New Jersey as follows:

SECTION 1. Effective Date. The salaries provided for herein shall be those in effect for contract year 1991, which runs from January 1, 1991 until December 31, 1991, contract year 1992 which runs from January 1, 1992 until December 31, 1992 and for contract year 1993 which runs from January 1, 1993 until December 31, 1993.

SECTION 2. Annual Rate of Compensation. The annual rate of compensation, salary or wage and the minimum and maximum amounts thereof for the following grades of officers, positions and employees of the Township of Mount Holly are hereby fixed and determined as set forth in the following schedule.

**SCHEDULE OF SALARIES**

**SUPERVISORY, MANAGERIAL AND NON-UNION PERSONNEL**

Grade	Minimum	Maximum	1991		
			A	Longevity B	C
1M	\$10,022	\$12,790	\$ 640	\$1,279	\$1,919
2M	12,662	16,161	808	1,616	2,424
3M	16,605	21,192	1,060	2,119	3,179
4M	16,865	21,524	1,076	2,152	3,229
8M	18,677	23,838	1,192	2,384	3,576
9M	19,299	24,630	1,232	2,463	3,695
12M	23,350	29,801	1,490	2,980	4,470
13M	24,427	31,174	1,559	3,117	4,676
15M	26,739	34,127	1,706	3,413	5,119
17M	29,705	37,910	1,896	3,791	5,687
18M	31,461	40,153	2,008	4,015	6,023
20M	33,745	43,067	2,153	4,307	6,460
21M	35,388	45,165	2,258	4,517	6,775

1992

Grade	Minimum	Maximum	Longevity		
			A	B	C
1M	\$10,623	\$13,557	\$ 678	\$1,356	\$2,034
2M	13,422	17,131	857	1,713	2,570
3M	17,601	22,464	1,123	2,246	3,370
4M	17,877	22,815	1,141	2,282	3,422
8M	19,798	25,268	1,263	2,527	3,790
9M	20,457	26,108	1,305	2,611	3,916
12M	24,751	31,589	1,579	3,159	4,738
13M	25,893	33,044	1,652	3,304	4,957
15M	28,343	36,175	1,809	3,618	5,426
17M	31,487	40,185	2,009	4,019	6,028
18M	33,349	42,562	2,128	4,256	6,384
20M	35,770	45,651	2,283	4,565	6,848
21M	37,511	47,875	2,393	4,789	7,181

1993

Grade	Minimum	Maximum	Longevity		
			A	B	C
1M	\$11,260	\$14,370	\$ 719	\$1,437	\$2,156
2M	14,227	18,159	908	1,816	2,723
3M	18,657	23,812	1,191	2,381	3,572
4M	18,950	24,184	1,209	2,418	3,628
8M	20,986	26,784	1,339	2,678	4,018
9M	21,684	27,674	1,384	2,767	4,151
12M	26,236	33,484	1,674	3,348	5,023
13M	27,447	35,027	1,751	3,503	5,254
15M	30,044	38,346	1,917	3,835	5,752
17M	33,376	42,596	2,130	4,260	6,389
18M	35,350	45,116	2,256	4,512	6,767
20M	37,916	48,390	2,420	4,839	7,259
21M	39,762	50,748	2,537	5,075	7,612

Section 3. Classification. For the purpose of this Ordinance the following officers, positions and employees are classified according to and assigned to the following grades, which are hereby established.

Grade

1M	Administrative Aide
3M	Clerk Stenographer
8M	Downtown Coordinator
9M	Secretary to Manager
12M	Township Clerk
13M	Tax Collector, Treasurer, Assistant Foreman
15M	Public Works Foreman
17M	Construction Official
20M	Public Works Superintendent

Section 4. Administrative Guide. The administration of the above Salary Ordinance for Supervisory, Managerial and Non-Union Personnel shall conform to the 1991 Agreement between the Township of Mount Holly and members of the Township of Mount Holly Department Heads' Association.

Section 5. This Ordinance shall take effect twenty (20) days after its final passage and publication according to law.

I, JOAN L. BOAS, CLERK OF THE TOWNSHIP OF MOUNT HOLLY, HEREBY CERTIFY THAT THE ABOVE IS A TRUE COPY OF AN ORDINANCE ADOPTED BY TOWNSHIP COUNCIL ON THE .....11..... DAY OF February 1991.....

Joan L. Boas  
JOAN L. BOAS, CLERK

1991

DEPARTMENT HEAD SALARIES

	A	B	C	D	E	F	A	B	C
<u>1M</u>	10,022	10,523	11,049	11,601	12,181	12,790	640	1,279	1,919
<u>2M</u>	12,662	13,295	13,960	14,658	15,391	16,161	808	1,616	2,424
<u>3M</u>	16,605	17,435	18,307	19,222	20,183	21,192	1,060	2,119	3,179
<u>4M</u>	16,865	17,708	18,583	19,523	20,499	21,524	1,076	2,152	3,229
<u>8M</u>	18,677	19,611	20,592	21,622	22,703	23,838	1,192	2,384	3,576
<u>9M</u>	19,299	20,264	21,277	22,341	23,458	24,630	1,232	2,463	3,695
<u>12M</u>	23,350	24,517	25,743	27,030	28,382	29,801	1,490	2,980	4,470
<u>13M</u>	24,427	25,648	26,930	28,276	29,690	31,174	1,559	3,117	4,676
<u>15M</u>	26,739	28,076	29,480	30,954	32,502	34,127	1,706	3,413	5,119
<u>17M</u>	29,705	31,190	32,749	34,386	36,105	37,910	1,896	3,791	5,687
<u>18M</u>	31,461	33,034	34,686	36,420	38,241	40,153	2,008	4,015	6,023
<u>20M</u>	33,745	35,432	37,204	39,064	41,017	43,067	2,153	4,307	6,460
<u>21M</u>	35,388	37,157	39,015	40,966	43,014	45,165	2,258	4,517	6,775

DEPARTMENT HEAD SALARIES

1992

	A	B	C	D	E	F	A	B	C
1M	10,623	11,154	11,712	12,297	12,912	13,557	678	1,356	2,034
2M	13,422	14,093	14,798	15,537	16,314	17,131	857	1,713	2,570
3M	17,601	18,481	19,405	20,375	21,394	22,464	1,123	2,246	3,370
4M	17,877	18,770	19,709	20,694	21,729	22,815	1,141	2,282	3,422
8M	19,798	20,788	21,828	22,919	24,065	25,268	1,263	2,527	3,790
9M	20,457	21,480	22,554	23,681	24,865	26,108	1,305	2,611	3,916
12M	24,751	25,988	27,288	28,652	30,085	31,589	1,579	3,159	4,738
13M	25,893	27,187	28,546	29,973	31,471	33,044	1,652	3,304	4,957
15M	28,343	29,761	31,249	32,811	34,452	36,175	1,809	3,618	5,426
17M	31,487	33,061	34,714	36,449	38,271	40,185	2,009	4,019	6,028
18M	33,349	35,016	36,767	38,605	40,535	42,562	2,128	4,256	6,384
20M	35,770	37,558	39,436	41,408	43,478	45,651	2,283	4,565	6,848
21M	37,511	39,386	41,356	43,424	45,595	47,875	2,393	4,789	7,181



DEPARTMENT HEAD SALARIES

1993

	A	B	C	D	E	F	A	B	C
1M	11,260	11,823	12,415	13,035	13,687	14,370	719	1,437	2,156
2M	14,227	14,939	15,686	16,469	17,293	18,159	908	1,816	2,723
3M	18,657	19,590	20,569	21,598	22,678	23,812	1,191	2,381	3,572
4M	18,950	19,896	20,892	21,936	23,033	24,184	1,209	2,418	3,628
8M	20,986	22,035	23,138	24,294	25,509	26,784	1,339	2,678	4,018
9M	21,684	22,769	23,907	25,102	26,357	27,674	1,384	2,767	4,151
12M	26,236	27,547	28,925	30,371	31,890	33,484	1,674	3,348	5,023
13M	27,447	28,818	30,259	31,771	33,359	35,027	1,751	3,503	5,254
15M	30,044	31,547	33,124	34,780	36,519	38,346	1,917	3,835	5,752
17M	33,376	35,045	36,797	38,636	40,567	42,596	2,130	4,260	6,389
18M	35,350	37,117	38,973	40,921	42,967	45,116	2,256	4,512	6,767
20M	37,916	39,811	41,802	43,892	46,087	48,390	2,420	4,839	7,259
21M	39,762	41,749	43,837	46,029	48,331	50,748	2,537	5,075	7,612

RESOLUTION NO. 1991- 20

**A RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AN  
"AGREEMENT BETWEEN THE TOWNSHIP OF MOUNT HOLLY AND THE  
MOUNT HOLLY DEPARTMENT HEADS/SUPERVISORY/NON-UNION  
ASSOCIATION RELATIVE TO THE TERMS AND CONDITIONS  
OF EMPLOYMENT"**

WHEREAS, the Department Heads/Supervisory/Non-union Association employed by Mount Holly Township did designate "The Department Head Committee" to represent them for the purpose of collective negotiations; and

WHEREAS, the Township did negotiate concerning the terms and conditions of employment with said Committee and, having reached agreement as to the terms and conditions of employment, such agreement has been embodied in writing in the form and containing the substance of the Agreement annexed to and made part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Mount Holly, County of Burlington and State of New Jersey as follows:

1. That the Township shall enter into the Agreement referred to above and does approve the form and substance thereof.
2. That the Mayor and Township Clerk are hereby authorized and directed to execute said Agreement in the name of the Township and affix thereto the Township's seal.
3. That this Resolution and Agreement shall become effective in accordance with its terms, upon execution thereof by the duly authorized representatives designated by said Association for that purpose.
4. That upon execution of said Agreement by said Association, the Township and proper officers and employees of the Township shall take all necessary steps to implement the provisions of said Agreement.
5. That upon execution of said Agreement by the Township and the said Association, the Township shall file with the New Jersey Public Employment Relations Commission a copy of said Agreement.

I, JOAN L. BOAS, CLERK OF THE TOWNSHIP  
OF MOUNT HOLLY, NEW JERSEY, CERTIFY THAT THE  
ABOVE IS A TRUE COPY OF THE RESOLUTION ADOPTED  
BY TOWNSHIP COUNCIL ON \_\_\_\_\_ DAY OF  
*February* 19 *91*

*Joan L. Boas*  
JOAN L. BOAS, CLERK

1991

DEPARTMENT HEAD SALARIES

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<u>1M</u>	10,022	10,523	11,049	11,601	12,181	12,790	640	1,279	1,919
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DEPARTMENT HEAD SALARIES

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4M	17,877	18,770	19,709	20,694	21,729	22,815	1,141	2,282	3,422	
8M	19,798	20,788	21,828	22,919	24,065	25,268	1,263	2,527	3,790	
9M	20,457	21,480	22,554	23,681	24,865	26,108	1,305	2,611	3,916	
12M	24,751	25,988	27,288	28,652	30,085	31,589	1,579	3,159	4,738	
13M	25,893	27,187	28,546	29,973	31,471	33,044	1,652	3,304	4,957	
15M	28,343	29,761	31,249	32,811	34,452	36,175	1,809	3,618	5,426	
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21M	37,511	39,386	41,356	43,424	45,595	47,875	2,393	4,789	7,181	

**DEPARTMENT HEAD SALARIES**

1993

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8M	20,986	22,035	23,138	24,294	25,509	26,784	1,339	2,678	4,018
9M	21,684	22,769	23,907	25,102	26,357	27,674	1,384	2,767	4,151
12M	26,236	27,547	28,925	30,371	31,890	33,484	1,674	3,348	5,023
13M	27,447	28,818	30,259	31,771	33,359	35,027	1,751	3,503	5,254
15M	30,044	31,547	33,124	34,780	36,519	38,346	1,917	3,835	5,752
17M	33,376	35,045	36,797	38,636	40,567	42,596	2,130	4,260	6,389
18M	35,350	37,117	38,973	40,921	42,967	45,116	2,256	4,512	6,767
20M	37,916	39,811	41,802	43,892	46,087	48,390	2,420	4,839	7,259
21M	39,762	41,749	43,837	46,029	48,331	50,748	2,537	5,075	7,612