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AGREEMENT

Between

THE UNION COUNTY PARK COMMISSION

And

UNION COUNTY PARK FOREMEN'S ASSOCIATION

Term:

January 1, 1977 through
December 31, 1977.

INDEX

	<u>Page</u>
BEREAVEMENT, Article 11.....	22
CLOTHING AND EDUCATION, Article 19	33
DURATION OF AGREEMENT, Article 18.....	34
GRIEVANCE PROCEDURE, Article 4	5
HOLIDAYS, Article 5.....	10
HOURS OF WORK, PREMIUM PAY AND COMPENSATORY TIME OFF, Article 8.....	18
INSURANCE, Article 16.....	28
JURY DUTY, Article 10.....	21
LONGEVITY, Article 13.....	24
MANAGEMENT RIGHTS, Article 3	4
NO STRIKE - NO LOCKOUT, Article 2.....	3
PRIOR PRACTICE, Article 12.....	23
PURPOSE AND INTENT	1
RECOGNITION AND RESPONSIBILITY, Article 1.....	2
SALARIES AND WAGES, Article 7	16
SEVERABILITY, Article 14	25
SICK LEAVE, Article 9	20
TOOLS, Article 18	32
UNION BUSINESS, Article 17	31
UNPAID LEAVE OF ABSENCE, Article 15.....	26
VACATIONS, Article 6	13

THIS AGREEMENT made this 6TH day of JULY
1977 by and between THE UNION COUNTY PARK COMMISSION, a
public employer of the State of New Jersey (hereinafter referred to
as "Commission"), and the UNION COUNTY PARK FOREMEN'S
ASSOCIATION (hereinafter referred to as "Union"), and its members
who are employed by the Commission.

PURPOSE AND INTENT

The Commission and the Union desire to establish,
maintain and regulate all standards of hours of work, rates of pay
and all other terms and conditions of employment under which the
employees of the Commission shall work.

ARTICLE 1

Recognition and Responsibility

1.1 The Commission hereby recognizes the Union as the exclusive representative for collective negotiations pursuant to a Certification of Representative of the State of New Jersey, Public Employment Relations Commission, dated June 12, 1973 (Docket No. RO-647) for a bargaining unit of all employees of the level of foremen of the Commission but excluding all non-supervisory employees, clericals, police, managerial executives and all other employees.

1.2 Whenever the terms "employee" or "employees" are used hereinafter in this Agreement, such words shall be deemed to apply only to the employees of the Commission who are included within the bargaining unit above described.

1.3 Any employee hired as a foreman shall serve a minimum probationary period from the date of such employee's commencement of his employment as a foreman of ninety (90) days.

ARTICLE 2

No Strike - No Lockout

2.1 The Union agrees that during the life of this Agreement, neither it nor its officers, representatives, committeemen, stewards, nor its members or any of them will call, sanction, encourage or engage in any strike or work stoppage. This provision shall not be construed as a waiver or relinquishment of any and all rights the Commission would have against the Union or its employees in the event of such activity.

2.2 The Commission agrees that during the life of this Agreement, it will not lock out any of the employees covered by the Agreement. This provision shall not be interpreted to prohibit the Commission from exercising its management right to cause a total or partial cessation of the work due to lack of work or other economic reasons.

ARTICLE 3

Management Rights

3.1 All rights, powers, prerogatives and authority possessed by the Commission prior to the effective date of this Agreement are retained exclusively by the Commission except only as expressly and specifically abrogated or limited by this Agreement.

ARTICLE 4

Grievance Procedure

4.1 The purpose of this Article is:

- (a) To provide opportunity for discussion of any request or complaint; and
- (b) To establish procedures to be followed for the processing and settlement of grievances as defined in this Article.

4.2 The term "grievance" as used in this Agreement is a request or complaint which has not been settled as a result of the discussions provided by Section 3(a) of this Article and which includes the interpretation or application of, or compliance with the provisions of this Agreement.

4.3 There shall be three (3) steps for the processing of grievances:

(a) STEP 1:

Any employee, who believes that he has a request or complaint, may discuss the request or complaint with his immediate supervisor.

A designated union representative shall have the right to participate in all such discussions. Such

requests or complaint shall be initiated within three (3) scheduled working days after the occurrence of the alleged incident, event or circumstance which gave rise to the request or complaint involved. A decision may be given to the employee or a designated union representative within three (3) scheduled working days after the request or complaint is initiated. If the employee's immediate supervisor fails to give his decision within such three (3) scheduled working days, the matter may be reduced to written grievance form as provided in STEP 2.

(b) STEP 2:

Should the employee be dissatisfied with the supervisor's disposition of such request or complaint in STEP 1 above, such matter may, within nine (9) scheduled working days after the occurrence of the alleged event or within three (3) days after the receipt of the supervisor's answer, whichever is sooner, be referred in writing in duplicate to STEP 2—namely, the employee, a

designated union representative and the Superintendent of Field Operations, and such other persons as may be designated by management.

The written grievance shall be signed by the employee and/or a designated union representative.

Discussion shall take place as promptly as practicable and the decision shall be given to the employee and a union designated representative within five (5) scheduled working days from the date of referral to STEP 2.

(c) STEP 3:

Should the employee be dissatisfied with the Commission's disposition of the grievance in STEP 2, such matter may be referred to STEP 3, namely the employee, a union designated representative, the general superintendent and the personnel director and such other persons as may be designated by management. The Commission's management representatives and the Union shall discuss the merits of the grievance and shall hold such meetings as they mutually agree upon. In the event the grievance is

not satisfactorily answered within ten (10) scheduled working days after the date of the first such scheduled meeting of the parties, then the matter may be appealed by the Union to the Commissioners as hereinafter provided. If the Union does not notify the Commission in writing within thirty (30) calendar days after the date of the first such scheduled meeting of the parties provided herein in this Step of the procedure of its desire to take an appeal to the Commissioners, the grievance shall be considered to be settled on the last decision rendered.

(d) COMMISSIONERS:

The Commissioners, or such committee of commissioners as the Commissioners may designate, shall set aside a reasonable period of time at its next regularly scheduled meeting after the submission of the written notification, or such other reasonable date as may be scheduled by the Commissioners or committee for the purpose of hearing the grievance. The Commissioners or committee of commissioners

shall render a decision to the grievant within fifteen (15) days of such meeting unless it shall appear that additional information or testimony is desired in which event a decision need not be rendered until fifteen (15) days after the receipt of such additional information or testimony.

4.4 Time limits herein provided may be extended by the express mutual agreement of the Union and the Commission. However, unless such time limits are so extended, the Union and/or employee shall be absolutely precluded from proceeding further with any such complaint or grievance.

ARTICLE 5

Holidays

5.1 The following days shall be considered holidays for the duration of this Agreement:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1st
Lincoln's Birthday	February 12th
Washington's Birthday	Third Monday in February
Good Friday	
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veterans' Day	November 11th
Election Day	1st Tues. after 1st Mon. in Nov.
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving Day	Fourth Friday in November
Christmas Day	December 25th

5.2 All employees shall receive eight (8) hours of holiday pay at their regular base rate for such holidays even though no work shall be required of them, provided that such holiday does not fall on a Saturday and provided further that:

(a) New hires have satisfactorily completed their probationary period preceding the holiday involved; and

(b) Such employee works the scheduled work day immediately preceding and the scheduled work day immediately following the holiday involved except if he fails to work

the day preceding or following the holiday because of one of the following conditions:

(1) The employee is unable to work due to an illness. The Commission may require proof of illness hereunder in such form as the Commission may, in its discretion, deem necessary to verify an employee's illness.

(2) The employee is on vacation during the week in which the holiday occurs.

5.3 Holidays occurring or falling on a Sunday shall be determined to fall on the following Monday. Holidays occurring or falling on a Saturday shall be determined to fall on the preceding Friday.

5.4 Recognizing that the Commission works every day of the year and that it is not possible for all employees to be off on the same day, the Commission shall have the right, at its sole discretion, to require any employee to work on any of the holidays specified herein. In the event an employee is required to work on any of the aforesaid legal holidays, he may receive an additional day off with holiday pay within thirty (30) days of the holiday or he may receive his holiday pay and the applicable rate of pay for working such holiday. If an employee is required to work on a holiday as provided herein, he shall be entitled to at least

three (3) hours' pay at the applicable rate regardless of the number of hours actually worked on such holiday.

5.5 A holiday falling during an employee's vacation shall be treated as a holiday and not charged against the employee's vacation time.

5.6 In addition to those holidays specified in Section 5.1, all employees shall be entitled to three (3) paid personal days off during each calendar year. An employee, who is entitled to such personal days off, shall make written request at least two (2) weeks prior to the time to the Commission for the days during which such personal days off are to be taken. No employee shall be entitled to take such personal days off other than as authorized by the Commission, provided such authorization shall not be unreasonably withheld. There shall be no accumulation of personal days off.

ARTICLE 6

Vacations

6.1 Employees who have fulfilled the eligibility requirements for vacation hereinafter set forth in this Article, shall receive a vacation with pay as follows:

(a) Those continuously employed for at least one (1) month shall receive one (1) day's vacation and for each month thereafter such employee shall receive an additional day's vacation.

(b) Those continuously employed for at least one year but less than ten (10) years shall receive twelve (12) days' vacation.

(c) Those continuously employed for at least ten (10) years but less than twenty (20) years shall receive sixteen (16) days' vacation.

(d) Those continuously employed for at least twenty (20) years shall receive twenty (20) days' vacation.

6.2 Vacation pay shall be on the basis of the employee's current straight-time rate as of the date upon which his vacation is taken. Pay for vacation shall be calculated on the basis of eight (8) hours for each vacation day and forty (40) hours for each vacation week.

6.3 An employee's eligibility for vacation benefits hereunder shall be determined as of the date such employee completes his probationary period. Upon completion of such employee's probationary period, vacation benefits shall be retroactive to his date of hire.

6.4 Vacations shall be taken within the year after such vacations have been earned except that the Commission may, in its discretion, permit an employee to accumulate up to five (5) days' vacation to be taken the following year. An employee who is entitled to vacation herein shall make written request, at least two (2) weeks prior to the time, to the Commission for the time during which such vacation is to be taken. No employee shall be entitled to take any part of his vacation at any time other than as authorized by the Commission, provided such authorization shall not be unreasonably withheld.

6.5 An employee who is entitled to vacation pursuant to this Article may receive vacation pay in advance of taking his vacation provided that such employee makes written request

for advance payment at least two (2) weeks prior to the time during which such vacation is to be taken.

6.6 Employees who resign without having given at least two (2) weeks' notice of such resignation, shall forfeit any right to vacations or vacation pay, but any employee who shall be laid off due to lack of work, or who dies on the active payroll at the time of his death, or who resigns having given at least two (2) weeks' prior written notice of such resignation, shall be entitled to receive vacation pay prorated to the portion of the year in which he was eligible for vacation.

ARTICLE 7

Salaries and Wages

7.1 Effective January 1, 1977, the regular base annual rate for each applicable job classification for bargaining unit employees for the duration of the calendar year 1977 shall be:

<u>Classification</u>	<u>Rate</u>
Master Mechanic	\$16,285.50
Master Craftsman	15,235.50
Golf Course Superintendent	15,235.50
Horticulture Foreman	15,235.50
Forestry Foreman	15,235.50
Park Foreman	14,710.50
Ass't Master Mechanic	14,710.50

7.2 All incremental increases, salary ranges, steps, classes or annual increment methods of calculating or determining base rates are abolished.

7.3 Any employee hired after the date upon which this Agreement was made shall, upon the successful completion

of his probationary period, receive the rate being paid to bargaining unit employees within such classification.

ARTICLE 8

Hours of Work, Premium Pay and Compensatory Time Off

8.1 The work week for all bargaining unit employees shall consist of five (5) consecutive days of eight (8) hours each as scheduled by the Commission during any seven (7) day period. A work day shall consist of eight (8) hours of work which are to be continuous except for such unpaid lunch period as may be scheduled by the Commission.

8.2 Employees shall be entitled to two (2) consecutive days off during each seven (7) day period, provided however, that the Commission shall have the right to require employees to work on such days.

8.3 Any employee who is scheduled to work and who actually does work in excess of forty (40) hours in any work week shall receive additional compensation for each such hour worked at the employee's straight-time hourly rate.

8.4 For purposes of this Article, "straight-time hourly rate" shall be defined as the hourly rate of pay as calculated by dividing the employee's annual salary, exclusive of any longevity or other compensation, by 2080.

8.5 An employee shall not be entitled to receive overtime

compensation unless such overtime has been scheduled and authorized by the employee's immediate supervisor, superintendent of field operations or general superintendent prior to such overtime being worked.

8.6 The Commission shall make all reasonable efforts to distribute overtime on an equitable basis provided, however, that the bargaining unit employee to whom such overtime shall be assigned is able to perform such work to the satisfaction of the Commission.

8.7 If an employee shall be recalled for work at any time outside of his regular working hours or on any day when he would normally be off duty he shall receive at least three (3) hours' pay at the applicable rate. An employee shall not be entitled to receive call-in compensation unless authorized by the employee's immediate supervisor, Superintendent of Field Operations, or General Superintendent.

8.8 No employee shall be permitted to earn or accumulate compensatory time off in lieu of overtime.

ARTICLE 9

Sick Leave

9.1 Full-time permanent employees shall be entitled to sick leave as follows:

(a) An employee who has completed his probationary period shall be entitled to one day sick leave for each month of employment thereafter for the calendar year within which he completed his probationary period.

(b) Thereafter, upon the completion of each year of employment, an employee shall be entitled to receive an additional fifteen (15) days sick leave.

9.2 Sick leave shall be cumulative from year to year but no employee shall be entitled to receive remuneration in lieu of sick leave.

9.3 To be eligible for benefits under this Article, an employee who is absent due to illness must notify his immediate supervisor at least one (1) hour before the commencement of his regularly scheduled work day. The Commission may require proof of illness hereunder in such form as the Commission may, in its discretion, deem necessary to verify an employee's illness.

9.4 An employee on sick leave may be required to submit to an examination by a physician designated by the Commission.

ARTICLE 10

Jury Duty

10.1 When a bargaining unit employee is involuntarily summoned for jury service, he shall promptly notify his immediate supervisor and the Personnel Director and shall be excused from work for those days on which he receives pay for jury service. The Commission may request that the employee be excused or exempted from such duty if, in the opinion of the Commission, the employee's services are essential during the period of proposed jury service. For each day on which he otherwise would have worked, he shall be paid the difference between his regular rate and the payment he receives for jury service. The employee shall furnish official proof of such service and of the amount of pay received therefor.

ARTICLE 11

Bereavement

11.1 Bargaining unit employees shall be permitted time off without loss of regular pay for a period not to exceed three (3) consecutive working days to attend the funeral of a person in their immediate family. Immediate family shall be limited to father, mother, husband, wife, child, brother, sister, grandfather, grandmother, father-in-law, mother-in-law, or any relative who had permanently resided in such employee's household. Sufficient proof of death such as an obituary notice must be furnished upon request.

ARTICLE 12

Prior Practices

12.1 This Agreement contains all the terms and conditions of employment between the Commission and the members of the bargaining unit represented by the Union. All present, previous, or past practices between the Commission and the employees covered by this Agreement are expressly incorporated within the terms and conditions of this Agreement. Any previous or past practice not so expressly incorporated herein shall be waived and shall otherwise be void and a nullity.

ARTICLE 13

Longevity

13.1 The longevity plan currently in existence shall be continued for the duration of this contract for those employees who are or become members of the bargaining unit, provided, however, that the longevity plan shall not be applicable to new hires after June 30, 1973.

ARTICLE 14

Severability

14.1 In the event any Federal or State law conflicts with any provision of this Agreement, the provision or provisions so affected shall no longer be operative or binding upon the parties, but the remaining portion of the Agreement shall continue in full force and effect.

ARTICLE 15

Unpaid Leave of Absence

15.1 Any bargaining unit employee may apply for a leave of absence without pay or other remuneration provided the employee shall make application in writing for such leave to his immediate supervisor and the Personnel Director at least two (2) weeks prior to the date such leave is requested.

15.2 The Commission may, in its sole discretion, grant the employee a leave of absence without pay or other remuneration subject to the following conditions and exceptions:

(a) An employee who takes employment elsewhere during an approved leave of absence shall be considered as having voluntarily resigned.

(b) If an employee fails to report for work within one (1) working day of the expiration of an authorized leave of absence and does not give a satisfactory explanation for not returning, he shall be considered as having voluntarily resigned.

(c) An employee who shall be required to attend military encampment or who shall be called for National Guard duty shall be entitled to a leave of absence in accordance with applicable law.

(d) Whenever a bargaining unit employee shall become pregnant, she shall furnish the Commission with a certificate from her physician and a physician designated by the Commission within at least six (6) months from the date of her pregnancy. Maternity leave will be granted for a period not to exceed ninety (90) days prior to her date of delivery and thirty (30) days after her delivery. In the event the employee's physician and the physician designated by the Commission disagree as to the physical or mental capacity of such employee to continue working, both physicians shall designate a third physician to make a final determination as to such employee's capacity to work.

15.3 In the event an unusual emergency arises which might prevent the employee from making written request for a leave of absence or which might prevent an employee on leave from returning at the end of a leave of absence, such employee may apply for a leave of absence or an extension to a leave of absence, which leave may be granted in the sole discretion of the Commission.

ARTICLE 16

Insurance

16.1 Subject to the provisions below stated, the Commission agrees to provide the following insurance for the benefit of full-time bargaining unit employees:

(a) The Commission shall pay the entire prevailing premium for "Series 750" Hospital Service Plan of New Jersey (Blue Cross), the Medical-Surgical Plan of New Jersey (Blue Shield) and Rider J and Major Medical coverage for the employee and his family, which coverage shall be effective at the earliest enrollment date subsequent to the effective date of this Agreement.

(b) All permanent employees not otherwise covered by any other state, county or municipal pension system shall enroll in the Public Employees' Retirement System of New Jersey within four (4) months of their permanent employment. The premium for enrollment in the Public Employees' Retirement System of New Jersey shall be in accordance with the laws of the State of New Jersey.

16.2 All such insurance shall be subject to the particular terms, conditions and provisions of the applicable contracts and policies of insurance. There shall be no responsibility or obligation whatsoever of the Commission in connection with such contracts or policies of insurance excepting only the undertaking to pay such premiums or charges for such coverage as provided in this Agreement.

16.3 The obligation of the Commission to pay such premiums for the purpose of maintaining the benefits provided by said contracts shall be subject at all times to the following terms and conditions:

(a) The employee shall make written application to Blue Cross, Blue Shield, Rider J, Major Medical or other insurance company, as the case may be, on forms provided to them by the Commission at time of employment, shall deliver to the Commission such completed applications, duly executed, and shall furnish to the Commission, in writing, all such detailed information as may, from time to time, be required by Blue Cross, Blue Shield, Rider J, Major Medical, or other insurance company as the case may be.

(b) In case of any change in the marital or family status of the employee pertinent to the benefits or kind of coverage of Blue Cross, Blue Shield, Rider J, Major Medical, or other insurance company, or the rate of the premiums or charges applicable thereunder, the employee shall immediately furnish the Commission with complete detailed information regarding the matter.

(c) The Commission shall not be liable or responsible for any error or delay of Blue Cross, Blue Shield, Rider J, Major Medical, or other insurance company, or any of them.

(d) The Commission, in every instance, shall have two (2) weeks from the date of receipt of written applications (pursuant to subparagraph (a) above) or of a written notification, pursuant to subparagraph (b) above, within which to transmit to Blue Cross, Blue Shield, Rider J, Major Medical, or other insurance company the pertinent information received by the Commission from the employee.

ARTICLE 17

Union Business

17.1 The Union shall advise the Commission in writing of the names of its representatives.

17.2 The Union shall neither solicit members, nor conduct any business on Commission's property during Commission assigned working schedules of either the representative of the Union or the employee involved except for time spent conferring with management on specific grievances as specified in the Grievance Procedure.

17.3 When an authorized representative is excused from his assigned duties, he shall:

- (a) Arrange with his supervisor to leave his work.
- (b) Notify the supervisor of any Commission facility visited on arrival.
- (c) Notify his supervisor upon return to the job.
- (d) Record his time out and time in with his supervisor upon leaving and returning to his job.

ARTICLE 18

Tools

18.1 A Park Foreman other than the Master Mechanic, Assistant Master Mechanic or Master Craftsman shall be provided such tools as the Commission deems necessary in order for the proper performance of their work. The Master Mechanic, Assistant Master Mechanic and the Master Craftsman shall provide their own tools common to their respective trades. Tools utilized by the Master Mechanic, Assistant Master Mechanic and Master Craftsman which are destroyed or lost through no fault of the employee shall be replaced with a tool of similar type and quality and the Commission shall bear one-half ($\frac{1}{2}$) the reasonable cost of such replacement up to a maximum of Twenty-Five (\$25.00) Dollars per tool.

ARTICLE 19

Clothing And Education

19.1 The Commission shall provide such rain protective clothing and safety gear as the Commission deems necessary. The care and security of such protective clothing and/or safety gear shall be the responsibility of the employee to whom such rain protective clothing and/or safety gear is issued.

19.2 The Commission shall provide each foreman with one (1) blazer with a Union County Park Commission emblem attached thereon. Blazers supplied by the Commission shall be inspected and replaced as the Commission deems necessary. Each Foreman shall be responsible for maintaining such blazer in a neat and presentable appearance.

19.3 It is the policy of the Commission that every supervisory employee endeavor to elevate their respective areas of expertise by participation in such educational opportunities as may be available. To encourage such participation the Commission agrees to pay each employee an education allowance of One Hundred Twenty-five (\$125.00) Dollars per year to be paid prior to September 1st to those employees who have been employed in a supervisory capacity for the entire year during which the education allowance is to be paid, to be used by such employees for the purpose of participating in such educational opportunities.

ARTICLE 20

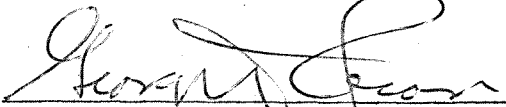
Duration of Agreement

20.1 This Agreement shall be in effect from January 1, 1977 through December 31, 1977. It shall automatically renew itself from year to year thereafter provided, however, that either party may give written notice to the other not less than sixty (60) days prior to the anniversary date of this Agreement of a desire to make changes therein or to terminate this Agreement.

20.2 The provisions of this aforementioned Agreement shall be conclusive for its duration as to all bargainable matters or issues unless the Commission and the Union mutually agree to alter, amend, supplement, enlarge or modify any of its provisions.

THE UNION COUNTY PARK COMMISSION

By


George T. Cron

UNION COUNTY PARK FOREMEN'S
ASSOCIATION

By

