

AGREEMENT BETWEEN

THE BOARD OF CHOSEN FREEHOLDERS  
OF MORRIS COUNTY

AND

MORRIS COUNCIL NO. 6,  
NEW JERSEY CIVIL SERVICE ASSOCIATION  
IFPTE, AFL-CIO

JANUARY 1, 2007 - DECEMBER 31, 2010

## TABLE OF CONTENTS

	Page
PREAMBLE .....	1
ARTICLE 1....Recognition and Scope.....	2
ARTICLE 2....Vacation .....	3
ARTICLE 3....Holidays .....	5
ARTICLE 4....Sick Leave .....	7
ARTICLE 5....Storm Days and Emergencies.....	9
ARTICLE 6....Working Hours and Work Week.....	10
ARTICLE 7....Health Benefits.....	11
ARTICLE 8....Group Life Insurance.....	14
ARTICLE 9....Personal Leaves.....	15
ARTICLE 10....County Rights and Responsibilities .....	17
ARTICLE 11....Public Employees Committee .....	18
ARTICLE 12....Agreement Not to Strike .....	19
ARTICLE 13....General Provisions .....	20
ARTICLE 14....Posting of Non-Supervisory Position Vacancies.....	21
ARTICLE 15....Call Outs.....	22
ARTICLE 16....Maintenance of Terms & Conditions .....	23
ARTICLE 17....Grievance Procedure .....	24
ARTICLE 18....Salary Progression Schedule and Employee Evaluation .....	27
ARTICLE 19....Longevity.....	31
ARTICLE 20....Application of Benefits .....	32
ARTICLE 21....Pensions.....	33
ARTICLE 22....Liability Insurance.....	34

ARTICLE 23....Association Membership Dues Deduction.....	35
ARTICLE 24....Association Rights .....	36
ARTICLE 25....Expansion of Benefits .....	37
ARTICLE 26....Non-Discrimination.....	38
ARTICLE 27....Disability Leave .....	39
ARTICLE 28....Duration.....	40
Schedules A – G.....	41
Salary Progression Schedules	
Appendix 1	

PREAMBLE

This Agreement made and entered into this 7<sup>th</sup> of April, 2009 by and between the Board of Chosen Freeholders, County of Morris, a County Government of the State of New Jersey, hereinafter referred to as the County and Morris Council #6, N.J.C.S.A., IFPTE, AFL-CIO, hereinafter referred to as the Association, is the final and complete understanding between the County and the Association on all bargainable issues and as such will serve to promote and maintain a harmonious relationship between the County and those of its employees who are subject to this Agreement in order that more efficient and progressive public service be rendered.

## ARTICLE 1: Recognition and Scope

### Section 1:

The County hereby recognizes the Association as the sole and exclusive representative of all full time, part time, classified, permanent and provisional employees under this Agreement for the purpose of collective negotiations pursuant to the New Jersey Employer-Employee Relations Act (N.J.S.A.34:13A-1 et seq.) concerning salary, hours and other terms and conditions of employment in all County departments with the exception of the departments and positions listed below:

Prosecutors Investigators, Sergeants, Lieutenants, Detectives, Sheriffs Officers, Corrections Officers, and Board of Social Services, Housing Authority, Mosquito Commission, Park Commission and Weights and Measures employees who have "police power".

In addition, excluded are certain supervisory positions, which are excluded by Memoranda of Agreement dated January 26, 1990 and November 30, 1998. Also excluded are managerial executives and confidential employees as defined by the New Jersey Employer-Employee Relations Act, as amended, as well as those employees excluded from coverage under this contract by written agreement of the parties. Also excluded are unclassified employees as defined pursuant to N.J.S.A.11A:3-5 and any determinations made thereunder by the New Jersey Department of Civil Service. Department heads as set forth on the prevailing Table of Organization of the County of Morris are excluded from coverage under this agreement as well.

### Section 2:

Any position title established during the term of this agreement shall be discussed with the Association and its unit placement negotiated between these parties. In the event that the parties cannot agree on the unit placement of a position title, either party is free to file a Clarification of unit Petition to determine the status of the position title under this agreement.

### Section 3:

Provisions of this agreement specifically deal with certain working conditions affecting the Automotive Service Center, Bridge Department, Road Department, Shade Tree Commission, Water Division of the MUA, Recycling Division of the MUA, Compost Division of the MUA, Juvenile Detention Center, Youth Shelter, Medical Examiners Investigators, Buildings and Grounds and the Library. Schedules A through G, which deal with the working conditions affecting employees of their respective departments, are attached hereto and made part hereof. It is the intention of the parties, by the inclusion of these specific schedules (Schedule A - G), to have said provisions control over general provisions of this agreement in the instances where these employees are affected. In the absence of any specific provisions in Schedule A - G, the general provisions of the contract will control.

### Section 4:

Unless otherwise indicated, the terms "employee" or "employees" when used in this Agreement refer to all persons represented by the Association in the above defined bargaining unit.

ARTICLE 2: Vacation

Section 1:

In accordance with N.J.S.A.11A:6-3, employees shall be granted vacation leave, pursuant to the following schedule, based upon length of service:

<u>Length of Service</u>	<u>Vacation</u>
Less than 1 year	1 day for each month worked during the first year of employment
From 1st anniversary to 6th anniversary	12 days
From 6th anniversary to 12th anniversary	15 days
From 12th anniversary to 18th anniversary	18 days
From 18th anniversary to 24th anniversary	21 days
After 24th anniversary	25 days

Section 2:

The vacation period for employees shall begin January 1 of each year and continue in effect until December 31 of each year. Annual leave shall be taken subject to the needs of the service, during the current vacation period.

Section 3:

No employee shall have an accumulation on December 31<sup>st</sup> of any given year which exceeds the hours entitled to during the previous 18 months of employment. There will be no exceptions or extensions to this policy.

Section 4:

Annual vacation shall be granted only with prior approval of the Supervisor and Department Head who may require six (6) weeks prior notice in writing of extended vacation. In scheduling vacations, management will consider seniority of employees involved and the orderly flow of work within the work unit.

Section 5:

An employee who during the calendar year returns from a continuous period of absence of more than six (6) months due to a disability, leave of absence or layoff, shall not be eligible to a vacation in that year until the employee has completed six (6) months in the performance of duty after returning from such absence. These six (6) months in performance of duty need not be continuous but period of absence of eight (8) days or more shall not be credited in computing the required six (6) months. This section shall not deprive an employee of any justly earned vacation time or compensation thereof.

Section 6:

Upon termination of employment, an employee will be credited with annual vacation for only those months of the calendar year worked on the prorated basis of the existing vacation schedule. An employee who has, pro rata, used more annual vacation than entitled to at the time of termination, shall have an amount equal to his/her daily rate of pay deducted from his/her final pay, for each day of annual vacation taken in excess of the number to which he/she was entitled. Vacation shall be prorated in accordance with the schedule above.

Section 7:

In the event an employee is on vacation and becomes ill and is under a doctor's care or is hospitalized, his/her vacation shall be terminated and he/she shall be put on sick leave, if same is available, at the employee's option, provided the employee promptly notifies the County.

## ARTICLE 3: Holidays

### Section 1:

Employees shall be granted the following paid holidays:

- |                                  |                      |
|----------------------------------|----------------------|
| 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. Washington's Birthday         | 11. Veteran's Day    |
| 5. Good Friday                   | 12. Thanksgiving Day |
| 6. Memorial Day                  | 13. Christmas Day    |
| 7. Independence Day              |                      |

In addition, at the discretion of the County, employees may be granted any other days declared to be holidays by proclamation of the President or Governor.

### Floating Holidays:

The County, at its sole discretion and upon appropriate notice to the union, may convert the observance of Lincoln's Birthday and Election Day (paid holidays enumerated in this section) into "floating holidays" for the current year. Upon six months prior notice, the County may elect to exchange any single floating holiday for another day in the same calendar year, which shall be recognized as a holiday, as defined by the terms of this Article.

### Section 2:

To be eligible for a paid holiday, an employee must have worked the last scheduled day before and after the holiday, unless on authorized leave.

### Section 3:

Whenever any of the holidays enumerated above fall on a Sunday, the following Monday shall be observed as the official holiday. Whenever any of the holidays described above fall on a Saturday, the Friday immediately preceding shall be observed as the official holiday.

### Section 4:

If an employee is required to work on any one of the holidays designated under Section 1 of this Article, he/she shall be granted one (1) day's compensatory time off for each such holiday worked.



Section 5:

The Friday after Thanksgiving shall be granted as an approved leave day off with pay.

Section 6:

The County may change the observance of any one of the holidays enumerated under Section 1 above at its option at the time the annual holiday schedule is determined for a given year.

## ARTICLE 4: Sick Leave

### Section 1:

Sick leave is hereby defined to mean absence from post of duty of an employee because of illness, accident, and exposure to contagious disease or attendance upon a member of the employee's immediate family seriously ill requiring the care or attendance of such employee.

Immediate family means father, mother, spouse, child, foster child, sister or brother of the employee. It shall also include relatives of the employee residing in the employee's household.

### Section 2:

Each employee shall be entitled to sick leave credits at the rate of one day per month from the date of employment to the end of the calendar year of hire. If separation from employment occurs before the end of said year, and the employee has used more sick leave than appropriate on a pro rata basis, he/she shall have an amount equal to his/her daily rate of pay deducted from his/her final pay, for each day of sick leave taken in excess of the number to which he/she was entitled

Each employee shall be credited with 15 days sick leave annually for each succeeding calendar year of full time employment which is accumulative. Sick leave cannot be used as terminal leave when leaving the employ of the County. If upon termination after a year's service an employee has used more sick leave than that to which he/she is entitled, he/she shall have deducted from his/her final pay an amount equal to his/her daily rate of pay for each day of sick leave taken in excess of the number of sick leave days to which he/she is entitled. Sick leave benefits shall be available to both temporary and permanent employees in accordance with law and existing practices.

### Section 3:

Notice of absence is required as follows:

Each employee is required to notify his/her supervisor by one-half (1/2) hour before starting time on each day of absence, giving the specific reason for the absence, provided, however that shift personnel are required to call in two (2) hours before starting time. Should the employee be unable to reach the supervisor, then the Personnel Office should be notified. Failure to give notification as required will result in loss of sick leave for that day and may constitute cause for disciplinary action. Failure to report absences from duty for five consecutive business days shall constitute a resignation pursuant to Civil Service Rules and Regulations.

### Section 4:

A certificate from a reputable physician in attendance shall be required as sufficient proof of need of leave of absence or the need of the employee's attendance upon a member of the employee's immediate family. Where an employee is absent from duty due to illness less than four days at one time, the County may not require production of the physician's certificate. However, in the event of absence from duty due to illness for four (4) work days or more at one time, the employee shall be required to submit a physician's certificate to his/her supervisor to justify payment of sick leave.

An accumulation of ten (10) sick days, the days having been taken at various times, except as noted above, may be approved without a physician's certificate. All sick time in excess of ten (10) days must be accounted for with a physician's certificate if the time is to be approved with pay.

In the instance of leave of absence due to contagious disease, a certificate from the Department of Health shall be required.

Section 5:

Any employee who retires shall be reimbursed for accumulated sick time based on the schedule below:

Thirty (30) percent of the value of sick time at time of retirement to a maximum of ten-thousand five-hundred dollars (\$10,500).

Eligibility for retirement shall be determined based upon receipt of State Pension benefits or Social Security retirement benefits.

## ARTICLE 5: Storm Days and Emergencies

### Section 1:

All employees may be required to work for storm days and emergencies. In the event that the employee cannot report to work because of a storm condition, the time lost from work will be charged against accumulated vacation time. In the event that no vacation time is accumulated, the time lost from work will be charged as time off without pay. If an employee is unable to report for work, the employee must follow the same procedure as that outlined for reporting an absence due to illness.

### Section 2:

In the event of extreme weather conditions or other general emergencies necessitating the closing of County departments and agencies, an announcement of this closing shall be made over radios stations WRAN, WDHA, and WMTR between 6:30 and 8:30 a.m. All affected employees will then receive a day off work with pay. This shall be entitled "Storm or General Emergency Leave". Employees not affected, who must report to work, are Emergency Personnel who are responsible for the health or safety of the public, or for the protection of County property or the property of the general public.

If because of extreme weather conditions or other weather emergencies, County departments or agencies are closed before the end of the work shifts, all affected employees will receive time off work with pay, also entitled "Storm or General Emergency Leave".

ARTICLE 6: Working Hours and Work Week

The current practice and policy regarding work week, hours of work and overtime will remain in effect except as otherwise specifically set forth herein.

ARTICLE 7: Health Benefits

Section 1:

- (a) Eligible employees shall choose one of the below listed medical insurance plans. The employee's eligible dependents shall also be covered under the plan selected by the employee.

Medallion Plan

Base Hospital, Wrap Around, Major Medical Plan (Employer's Medical Insurance Plan)

The HMO option

- (b) Each employee covered by the Medallion Plan shall have an amount deducted from each paycheck, which shall be equal to the annual equivalent of five percent (5%) of the annual medical insurance premium.

Upon execution of Agreement each employee covered by the Medallion Plan shall have an amount deducted from each paycheck, which shall be equal to the annual equivalent of six percent (6%) of the annual medical insurance premium. Upon expiration of the Agreement, the dollar value of the deduction shall remain unchanged until a successor Agreement is negotiated.

- (c) An employee who is currently covered by the Medallion Plan and enrolls in the Employer's Medical Plan or the HMO option shall not be permitted to be enrolled back into the Medallion Plan unless there has been a change in the employee's spousal medical coverage or a change in the employee's family status.

- (d) In the event that the enrollment of the employees covered by this agreement in the Medallion Plan falls below sixty employees, the Medallion Plan shall no longer be offered as an option. The remaining employee enrollment in the Medallion Plan shall be enrolled in either the Employer's Medical Plan or HMO, at the employee's option.

- (e) Employees hired after November 25, 1992 shall not be eligible for coverage under the Medallion Plan and they may select either the Employer's Medical Plan or HMO only.

- (f) Each employee covered by the HMO Option shall have an amount deducted from each paycheck which shall be equal to the annual equivalent of three percent (3%) of the annual medical insurance premium. Upon expiration of the Agreement, the dollar value of the deduction shall remain unchanged until a successor Agreement is negotiated.

- (g) Each employee covered by the Employer's Medical Plan (wraparound medical Insurance plan) shall have an amount deducted from each paycheck which shall be equal to the annual equivalent of three percent (3%) of the annual medical insurance premium.

Upon execution of Agreement each employee covered by the Employer's Medical Plan shall have an amount deducted from each paycheck, which shall be equal to the annual equivalent of four and one half percent (4.5%) of the annual medical insurance premium. Upon expiration of the Agreement, the dollar value of the deduction shall remain unchanged until a successor Agreement is negotiated.

- (h) Upon execution of Agreement plan changes to deductibles and co-payments for active employees and eligible retirees shall be implemented pursuant to the Memorandum of Agreement signed between the parties on November 26, 2008.

Section 2:

The co-pay for the Prescription Drug Plan for employees and their eligible dependents shall be:

\$5.00 for generic drugs  
\$10.00 for Brand Name Drugs

Upon execution of Agreement the co-pay for the Prescription Drug Plan for employees and their eligible dependents shall be:

\$5.00 for generic drugs  
\$10.00 for brand name drugs  
\$20.00 for formulary

Section 3:

An employee, full-time or part-time, who is eligible for health benefits prior to January 1, 1993, remains eligible for health benefits during the term of this agreement as long as he/she regularly works twenty (20) or more hours each week.

An employee hired on or after January 1, 1993 must regularly work thirty-two (32) hours or more each week to be eligible for health benefits.

Section 4:

Employer will offer a plan by which employees may set aside a portion of their salaries in the form of flexible spending accounts, pursuant to Section 125 of the Internal Revenue Code, for payments of unreimbursable eligible medical or dependent care expenses.

Section 5:

(a) Employees enrolled in medical and prescription plans may elect to waive their coverage provided proof of coverage through another source can be demonstrated. Employees who waive their medical and prescription coverages shall receive a monthly payment in lieu of insurance depending upon the type of coverage for which they are eligible, as follows:

Employee Only Coverage: \$75.00 per month  
Parent/Child Coverage: \$140.00 per month  
Family Coverage: \$200.00 per month

(b) In the event that coverage through another source is eliminated, the employee may re-enroll in the County medical and prescription plans (Base Hospital Wrap Around, Major Medical Plan or HMO Option). In such event, re-enrollment in the Medallion Plan will be permitted only if there has been a change in spousal medical coverage or change in family status.

Section 6:

The County of Morris shall pay the premium cost for an employee coverage dental insurance plan only to a maximum of \$9.83 per month (\$118.00 maximum annual or prorated for less than a full year coverage) per employee. It is understood and agreed that any increase, above \$118.00 in the dental premium charged by the authorized carrier during the term of this Agreement shall be equally shared by the employee and the Board. The provided benefit plan will include an option for the employee to elect dependent coverage providing the same level of benefit as provided for the employee. The total cost of the premium charged for the dependent coverage shall be paid by the employee. The employees' contribution shall be deducted in equal periodic amounts from their paychecks.

Section 7:

It is understood and agreed that subsequent to the initial selection of the insurance carrier, the County retains the unilateral right to select the insurance carrier or to be self-insured. Notwithstanding any such changes the level of benefits and administrative procedures shall remain substantially the same.

Section 8:

The Hospital, Surgical, Major Medical Plan and Prescription Drug Plan and HMO Option shall be made available to new employees within three (3) months of the date of employment.

Pre-admission Review and Individual Case Management programs will be continued during the life of this Agreement.



## ARTICLE 8: Group Life Insurance

### Section 1:

Insurance is automatically provided upon enrollment in the Public Employee's Retirement System of New Jersey with total coverage equal to three (3) times annual base wage of the employees, as provided below.

### Section 2:

Under the Public Employee's Retirement System of New Jersey, one and one-half (1½) times the amount of base annual wage life insurance is provided free of charge.

### Section 3:

After the first 12 months membership, (during which the remaining 1½ times contributory insurance is mandatory, at the employee's expense at the prevailing rate established by the System) the employee may thereafter, at the employee's option, withdraw from the contributory insurance only, provided required notification is given.

### Section 4:

Upon retirement under the Public Employee's Retirement System, the coverage constitutes and becomes a paid-up policy equal to presently 3/16ths of the base pay at the time of retirement.

### Section 5:

All mandatory legislation on group life insurance enacted during the term of this agreement shall be implemented. All enabling legislation on group life insurance relating to these employees enacted during the term of this agreement will be subject to negotiations.

### Section 6:

Any employee terminated for disability shall be advised by the Personnel Department of his/her rights.

## ARTICLE 9: Personal Leaves

### Section 1: Jury Duty

Each employee shall be allowed leave with differential pay, if required for jury duty. A written request for such leave shall be given by the employee to his/her supervisor at least two (2) weeks in advance. When granted said leave, an employee shall receive the difference between the pay received for jury duty and the employee's wages for the leave period.

### Section 2: Military Leave

Military Leave shall be provided pursuant to New Jersey Civil Service Personnel Manual (Local Jurisdiction) Part 17-3, "Military Leave" and said part is hereby incorporated herein by reference.

### Section 3: Bereavement Leave

The County shall provide bereavement leave with pay not to exceed three (3) working days in the case of death of an employee's spouse, children, brothers, sisters, mother, father, mother-in-law, father-in-law, grandchildren, grandparents, stepmother, stepfather or stepchild. Additional days may be approved by the supervisor and charged against sick leave.

The County shall provide one working day's bereavement leave with pay in the case of death of a relative of the second degree, that is uncle, aunt, niece, nephew, cousin, sister-in-law or brother-in-law. Such leave day is not chargeable against sick leave.

As soon as possible, an employee shall notify his/her supervisor of a death in his/her family, and of his/her need for leave. Notification must be given as in the case of illness under Article 4, Sick Leave, Section 3. Proof of death may be required by the County Director of Personnel.

### Section 4: Maternity Leave

- (a) A Maternity Leave of Absence without pay will be granted to full-time employees having permanent status upon proper advance notification to their supervisor of their probably date of delivery and expected date of return to work.
- (b) The leave shall be taken at a time determined by the employee in connection with and confirmed by written verification from her physician. The County reserves the right to request medical confirmation of the employee's ability to perform her job duties by a physician other than the employee's personal physician. If this is necessary, the employee will be provided with the names of three (3) medical doctors from which she may select one (1) for the purpose of obtaining medical confirmation of her ability to perform normal duties. The County will pay for any examination by a doctor other than the employee's personal physician.

- (c) In the event of a disagreement between the examining physicians, the County reserves the right to decide which report to accept.
- (d) Return to work at the same or a comparable position will be approved only after a reasonable period of time as certified by the employee's physician and, if required, by the County doctor. Employees are expected to return to regular duties within six (6) months from the commencement of the leave unless an extension of time has been requested and approved prior to the expiration of the six (6) months. Continued absence will be cause for termination of employment.
- (e) The employee's accumulated sick leave and vacation leave may be used during the period of absence to the extent it is available, if the employee desires.

#### Section 5: Other Leaves

Time off, other than sick leave, vacations, holidays, bereavement or military leave, may be honored when warranted by the County of Morris. For a leave without pay, the employee shall submit a written request to the Supervisor at least 30 days in advance stating the reason for the request, and the time required. This request will be forwarded to the Board of Freeholders and promptly answered. If the employee's required absence exceeds the normal pay period, the employee shall be required to report to the Personnel Office to make suitable arrangements for pension payments, insurance, hospitalization and other matters required during the leave period.

#### Section 6: Administrative Day / Personal Day

- (a) Each employee shall be entitled to an allowance of one (1) work day 's leave upon written request to and the approval of his/her department head only for the following reasons:
  - A. Court Subpoena
  - B. Marriage of employee
  - C. Personal business which cannot be attended to outside of work hours
  - D. Established religious days
- (b) Each employee will be granted one (1) personal day without the requirement of any of the above stated reasons, provided the employee obtains prior approval.

Upon execution of the Agreement the above referenced Administrative day shall be converted to a personal day. If an employee has already taken an Administrative day for 2009, that day will count toward the allotted personal days for 2009.

Administrative leave and personal leave, as noted above, shall be non-cumulative.

## ARTICLE 10: County Rights and Responsibilities

### Section 1:

In order to effectively administer the affairs of the County Government and to properly serve the public, the County of Morris, hereby reserves and retains unto itself, as public employer, all the powers, rights, authority, duties and responsibilities conferred upon and vested in it by law prior to the signing of this Agreement. Without limitation of the foregoing, management's prerogatives include the following rights:

1. To manage and administer the affairs and operations of the County;
2. To direct its working forces and operations;
3. To hire, promote and assign employees in accordance with the law;
4. To demote, suspend, discharge or otherwise take disciplinary action in accordance with law. The requirement of taking disciplinary action against employees for cause and in accordance with law is applicable only to permanent employees under Civil Service;
5. To promulgate reasonable rules and regulations, from time to time, which may affect the orderly and efficient administration of County government.

### Section 2:

The County's use and enjoyment of its powers, rights, authority, duties and responsibilities, the adoption of its policies and practices or the promulgation of rules and regulations in furtherance thereof, and the exercise of discretion pursuant thereto, shall be limited only by the terms of this Agreement and to the extent same conform to laws of New Jersey and of the United States.

### Section 3:

Nothing contained in this Agreement shall operate to deny to or restrict the County in exercise of its rights, responsibilities and authority pursuant to the laws of this State or of the United States.

ARTICLE 11: Public Employees Committee

The public employer agrees that the public employees shall have the right through a three (3) member committee from Council #6 to make recommendations and suggestions in connection with preparations, revisions and amendments of the rules and regulations promulgated by the public employer from time to time.

On a quarterly basis, these representatives from Council #6 will meet with the Freeholders or their representatives to discuss mutual work relationships, the object being to promote better communications. It shall be noted that these meetings shall not be used for any grievance proceedings.

ARTICLE 12: Agreement Not to Strike

The Association acknowledges that the common law of New Jersey prohibits strikes and the Association agrees not to strike during the term of this Agreement.

## ARTICLE 13: General Provisions

### Section 1:

This Agreement constitutes the complete and final understanding and resolution by the parties of all bargainable issues which were or could have been the subject matter of negotiations between the parties. During the life of this Agreement except where otherwise provided herein, neither party shall be required to negotiate with respect to any matter, whether or not covered by this Agreement or whether or not within the knowledge or contemplation of either or both parties at the time they negotiated and executed this Agreement.

### Section 2:

If any provisions of this Agreement or application of this Agreement to any employee or employees covered hereunder is held invalid by operation of law, by Legislative Act, or by a Court or other tribunal of competent jurisdiction, such provision shall be inoperative but all other provisions contained herein shall not be affected thereby and shall continue in full force and effect.

### Section 3:

All terms of masculine gender shall be construed to include the feminine gender and all terms stated in the singular shall be construed to include the plural unless a different intention is clearly understood from the context in which such term is used.

### Section 4: General Information

- A. Physical examinations may be required from time to time at the expense of the Public Employer.
- B. Change of address of an employee must be reported to employee's supervisor immediately.
- C. Where the job requires, residence by County employees may be required to be in Morris County.
- D. Change of family status: The employee is advised to inform the Personnel Office immediately of any additions, deletions or changes in the family status, for the purpose of keeping employment records up-to-date, and for possible changes in life insurance and retirement beneficiaries, hospital, medical-surgical dependents and for tax purposes. To change dependents for tax purposes, it is necessary to fill out a W-4 Form, Employee's Withholding Exemption Certificate.

ARTICLE 14: Posting of Non-Supervisory Position Vacancies

Non-supervisory vacancies will be posted in each department, and an interview will be made available to all employees within the department who are interested in filling the vacancy. An attempt will be made to fill the vacancy from within the department if in the opinion of the Department Head it is feasible to do so.



## ARTICLE 15: Call Outs

### Section 1:

All Call Outs between the hours of 12:00 a.m. and 6:00 a.m. shall be compensated on the rate of a 4 hour call out if the time worked is less than 4 hours. All call outs between the hours of 6:00 a.m. and 12:00 a.m. shall be compensated at the rate of 2 hour call out time if the time worked is less than 2 hours. The call out provisions to apply to employees except those on the stand-by crew and those on the normally scheduled crew for that time period.

In the event actual time worked on call out should exceed the 4 hours or 2 hours provided, compensation in such event would be commensurate with the time worked.

### Section 2:

Applicable to the Department of Law and Public Safety and the Division of Information and Technology only:

All call outs between the hours of 12:00 a.m. and 6:00 a.m. shall be paid at the rate of a four (4) hour call out if the time worked is less than four (4) hours. All call outs between the hours of 6:00 p.m. and 12:00 a.m. shall be paid at the rate of a two (2) hour call out if the time worked is less than two (2) hours. In the event actual time worked on a call out should exceed the four (4) hours or two (2) hours provided, payment shall be commensurate with time worked. Call outs are compensated at the employee's straight time hourly rate of pay.

ARTICLE 16: Maintenance of Terms and Conditions

The terms and conditions of employment agreed to and set forth in Schedules A - G, attached hereto, shall be maintained by the County during the life of this Agreement.

## ARTICLE 17: GRIEVANCE PROCEDURE

### Section 1: Definition

#### A. Contractual Grievance

A contractual grievance is any dispute relating to the violation, interpretation, or application of the terms of this agreement, but shall not include:

- (1) Matters which involve the interpretation or application of a Civil Service Rule or Regulation of N.J.S.A. 11A:1-1 et seq. the Civil Service Law, and in which a method of review is prescribed by law, rule or regulation;
- (2) Matters where the County is without authority to act.

Employees who completed their first ninety (90) days of employment shall have the right to grieve and arbitrate all disciplinary actions not covered by the appeal procedure of the Department of Personnel.

A contractual grievance may be processed up to and including Step 4 of the grievance procedure and such decision of the arbitrator shall be final and binding.

#### B. Non-Contractual Grievance

A non-contractual grievance is an alleged misinterpretation, misapplication or violation of the policies or administrative decisions affecting the employee organization. Non-contractual grievances shall be processed up to and including Step 3 of the procedure and such decision of the Board of Chosen Freeholders shall be final.

#### C. Immediate Supervisor

An employee's immediate superior is the person to whom the aggrieved employee is directly responsible under the prevailing Table of Organization.

### Section 2: Purpose

The purpose of the grievance procedure is to secure equitable solution to the problems which may arise affecting the terms and conditions of employment. Whether a grievance has been presented under the correct grievance procedure shall be determined by the grievance definition set forth herein, which definition shall govern and limit the scope of contractual and non-contractual grievances.

The parties agree that disputes should be resolved at the lowest possible administrative level. Thus, the parties shall encourage the informal resolution of disputes by discussion of complaints between an individual and his immediate superior and only in the event that such discussion fails to produce a satisfactory adjustment of the complaint shall it be reduced to writing and submitted as a grievance.

### Section 3: Procedure

An aggrieved employee must file his grievance in writing with his immediate superior within ten (10) calendar days of the occurrence of the matter complained of, or within ten (10) calendar days after he would have reasonably been expected to know of its occurrence. Failure to act within said time period shall constitute an abandonment of the grievance.

#### Step 1:

Once timely filed, the aggrieved employee shall discuss the grievance with his immediate superior. If the grievance is not resolved satisfactorily or if no resolution is made within three (3) work days by the immediate superior, the employee must present his grievance to his Department Head. The procedure and the time limits for resolution at that level shall be the same as that discussed above for the immediate superior.

#### Step 2:

In the event there is not a satisfactory resolution of the grievance at Step 1 or an answer given within the time period, the aggrieved employee may present his grievance to the County Director of Labor Relations within five (5) work days thereafter. Upon receipt of the grievance, the Director of Labor Relations shall investigate the grievance and shall render a decision thereon within ten (10) work days.

#### Step 3:

In the event there is not a satisfactory resolution of the grievance at Step 2 or a decision rendered by the Director of Labor Relations within the time allowed, the aggrieved employee may appeal to the County Administrator within ten (10) work days thereafter. Where an appeal is filed with the County Administrator, the grievance shall file:

- (1) Copy of the written grievance discussed below;
- (2) A statement of the results of prior discussions thereon, and
- (3) A statement of the grievant's dissatisfaction with such results.

If the grievant in his appeal to the County Administrator, does not request a hearing, the County Administrator may consider the appeal on the written record submitted to it or the County Administrator or his/her designee may, on his/her own, conduct a hearing; or may request the submission of additional written material. Where additional written materials are requested by the County Administrator or his/her designee, copies thereof shall be given to the aggrieved employee who shall have the right to reply thereto. Where the grievant requests in writing a hearing before the County Administrator or his/her designee, a hearing shall be held.

The County Administrator shall make a determination within thirty (30) days from the receipt of the grievance and shall give written notification to the aggrieved employee, his representative, if there is to be one, and other parties if any, of his/her determination. This time period may be extended by mutual agreement of the parties.

Step 4:

In the event a contractual grievance is not resolved at Step 3, or a decision rendered by the County Administrator within the time provided above, the aggrieved party may submit the contractual grievance to final and binding arbitration as provided in Rule 19:12-14 of the Rules and Regulations and Statement of Procedure of the New Jersey Public Employment Relations Commission.

The Arbitrator selected in accordance with the procedure outlined above shall conduct a hearing within a reasonable time after designation by the Public Employment Relations Commission. There shall be no appeal from the arbitrator's decision as each such decision shall be final and binding on the Association and its members, the employee or employees involved, and the County of Morris. The arbitrator shall make his judgement based on the express terms of this agreement, and shall not be authorized to add to or subtract from any of the terms of this agreement. Expenses for the arbitrator shall be shared equally by the County of Morris and the Association.

Copies of the award of the arbitrator, made in accordance with his jurisdictional authorization as set forth above, shall be furnished to both parties within thirty (30) days of the hearing.

In the presentation of a grievance, an employee shall have the right to present his own appeal or to designate a representative to appear with him at any step in his appeal.

Whenever the employee appears with a representative, the Board shall have the right to designate a representative to participate at any stage of the grievance procedure.

## ARTICLE 18: SALARY PROGRESSION SCHEDULE and EMPLOYEE EVALUATIONS

### Section 1: Wages

a.

Effective pay period 14 of 2007 all employees covered by the Salary Progression shall have their salaries increased by 2.00% representing a 2% increase over Schedule S-6 and the creation of Schedule S-7.

Effective pay period 14 of 2007 employees covered by the Salary Progression who have at least one year of service by July 1, 2007 and a satisfactory performance appraisal shall advance one step on Schedule S-7.

Effective pay period 14 of 2008 all employees covered by the Salary Progression shall have their salaries increased by 2.00% representing a 2% increase over Schedule S-7 and the creation of Schedule S-8.

Effective pay period 14 of 2008 employees covered by the Salary Progression who have at least one year of service by July 1, 2008 and a satisfactory performance appraisal shall advance one step on Schedule S-8.

Effective January 1, 2009 all employees covered by the Salary Progression shall have their salaries increased by 3.5% representing a 3.5% increase over Schedule S-8 and the creation of Schedule S-9. There shall be no step movement.

Effective January 1, 2010 all employees covered by the salary progression shall have their salaries increased by 3.5% representing a 3.5% increase over Schedule S-9 and the creation of Schedule S-10. There shall be no step movement.

b. Employees who are "off Guide" shall receive the following salary increases:

January 1, 2007 employees shall receive a 4% increase  
January 1, 2008 employees shall receive a 4% increase  
January 1, 2009 employees shall receive a 3.5% increase  
January 1, 2010 employees shall receive a 3.5% increase

### Section 2: General Guidelines Applicable To All Employees

The County shall evaluate each bargaining unit member in accordance with the Morris County Performance Appraisal Form. Every evaluation shall be conducted by the employee's immediate supervisor and reviewed by the applicable division head. Final approval shall be made by the department head. The employee will be given the opportunity to comment upon the evaluation.

It is the purpose of the County to evaluate all employees at least once per year. The purpose of the evaluation is to train and evaluate personnel so they can deliver work performance at the highest possible professional level.

- A. Notwithstanding the employee performance evaluation procedures set forth herein, all employees shall be formally evaluated at least once per year. It is recommended that the employee's immediate supervisor sit with the employee six (6) months prior to the date of evaluation to assess the employee's performance.
- B. The County reserves the right to discipline personnel in accordance with State law. Withholding of step movement shall not be done for disciplinary reasons and shall not be considered disciplinary action under the terms of this Agreement.
- C. All personnel assigned the responsibility of evaluating other employees shall be required to make monthly notations of performance. The purpose of this monthly notation is to provide periodic counseling of employees by their evaluators and to ensure that the year-end evaluation has a continuous factual record. These notations may be reviewed by the employee.
- D. It shall be the responsibility of the employee's immediate supervisor to submit a written job performance evaluation on an approved Morris County Performance Appraisal form to the appropriate division head in January. It shall be the responsibility of the supervisor to conduct the employee job performance evaluation. The job performance evaluation shall include a statement by the supervisor indicating whether or not the employee has performed in a satisfactory or unsatisfactory capacity. In the event of an unsatisfactory performance rating or lower, it shall be the responsibility of the supervisor to notify the division head of his/her determination.
- E. Upon the completion of an unsatisfactory employee job performance evaluation, the employee's supervisor shall submit his/her findings to the division head. Upon review by the department head and finding the submitted evaluation of the employee to be unsatisfactory, remedial action shall be implemented.
- F. Upon the completion of a satisfactory employee job performance evaluation in January, the employee shall be evaluated in April using the mid year review check off Performance Appraisal form unless the employee has developed performance deficiencies since the January evaluation.

### Section 3: Step Movement

It is established herein that in no event shall employees advance on the salary progression schedule following the expiration date of this labor agreement. There shall be no step increases or salary adjustments of any kind whatsoever pursuant to the salary progression schedule after December 31, 2008 unless the parties agree to extend the provisions of this Article. These provisions shall terminate on December 31, 2008.

Employees promoted to a higher position title shall be eligible for advancement on the salary progression schedule to the next applicable step, provided the employee has at least one year service with the County as of July 1 of each year of this agreement, however all employees shall be subject to the following procedures in order to be paid a step increase:

- A. The County reserves the sole right to establish each new hire's salary at any level between the minimum and maximum salaries within the range for that employee's job category.

- B. Step increases shall be granted only to employees who qualify for step increases by virtue of their requisite one-year in service in step and whose performance is satisfactory as determined in accordance with the Morris County Performance Appraisal process. An employee who is scheduled for step increase on the next succeeding July 1 step progression date will be notified in his/her January evaluation by his/her department head if there are any performance deficiencies that could lead the department head to recommend that the employee not be advanced to the next step on the range.
- C. In accordance with the performance evaluation process, if, in the determination of the department head, an employee's performance is unsatisfactory, the employee shall be advised in writing in the January evaluation of his/her performance deficiencies and will be provided with written recommendations as to how the employee may improve his or her performance. Upon receipt of such performance deficiencies, the employee shall be re-evaluated using the Morris County Performance Appraisal form in the next succeeding April following the January evaluation. If the employee's performance subsequently improves and the employee receives a satisfactory evaluation in April he/she will receive the scheduled step increase at the next succeeding salary progression date.
- D. An employee who receives an unsatisfactory evaluation in his/her April evaluation (either because of failure to improve performance deficiencies noted in his/her January evaluation, or because of performance deficiencies that have developed since his/her January evaluation), will not receive any scheduled step increase as provided on the salary progression schedule.
- E. An employee who is not eligible to advance on the step progression schedule because of performance deficiencies may file a grievance concerning his/her own evaluation provided that any such grievance shall terminate at Step 3 (County Administrator's decision) and shall not be subject to arbitration. If an employee remains "frozen", however, in a step range after one (1) year because of a second unsatisfactory evaluation in the subsequent evaluation in January, he/she may file a second grievance concerning this subsequent evaluation and that grievance will be subject to grievance arbitration. The standard to be applied by the arbitrator in rendering a decision concerning the employee's grievance concerning his/her evaluation shall require that the burden be upon the employee to prove that the County's evaluation was arbitrary and capricious. If the arbitrator sustains the grievance, the employee may be awarded a retroactive step increase back to the effective date of the preceding year in which the scheduled step increase was denied.
- F. The County and union agree to establish a joint advisory Labor Management Committee to oversee the evaluation process. This Committee shall meet only on non-working time. It shall remain, however, the sole and exclusive authority of the County of Morris to evaluate its employees.

In order to be eligible for advancement on the salary progression schedules to the next applicable step, an employee must serve a minimum of one (1) year in his/her current



step; provided however, that an employee promoted to a higher position title shall be eligible for advancement to the next applicable step if the employee has at least one year service with the County as of July 1 of each year of this agreement.

- G. Employees promoted to a higher position title shall receive no less than one (1) salary increment in the old range upon promotion. Employees promoted who are off the salary guide shall receive a five percent (5%) increase.

Section 4:

Notwithstanding the previous sections of this Article, evaluations and all other provisions shall remain applicable except there shall be no step movement on the Salary Progression schedules for 2009 and 2010.

ARTICLE 19: Longevity

Section 1:

Each employee actively employed prior to July 1, 1990, and covered by this Agreement shall be paid in addition to the rates of pay set forth in Article 18 set forth above, a longevity increment based upon years of service with the Public Employer in accordance with the following schedule:

<u>Years of Continuous Service</u>	<u>Percentage</u>
From 3 Ann to 8 Ann	1
From 8 Ann to 12 Ann	3
From 12 Ann to 16 Ann	5
After 16th Ann	7

Section 2:

Any and all longevity shall accrue and be effective after ninety (90) days of employment provided such employee shall have requested in writing permanent status under Civil Service requirements. Any time period shall commence to run from the date of making such request.

Section 3:

Employees carried in a temporary status for extended period of time through no fault of their own, shall be entitled to have the time employed in temporary status after the initial ninety (90) day period counted in their total length of continued service for the purpose of entitlement to longevity benefits under this contract.

Section 4:

The provisions of this Article 19 shall apply only to employees actively employed prior to July 1, 1990.

ARTICLE 20: Application of Benefits

The fact that provisional and part time employees are included under the terms of this agreement does not (unless otherwise expressly stated in this agreement) confer upon them the benefits that permanent, full time employees of the County of Morris are receiving or will receive under this Agreement.

Part time employees shall receive sick leave and vacation credits on a pro rata basis. The proration shall be computed based on the percentage of full time work the employee performs.

Further, the provisions of this Agreement shall not apply to any employee who has left the employ of the County of Morris prior to the date of signing of this Agreement by both parties, provided however, the salary article shall retroactively apply from January 1, 2007 through the date of retirement of any employee retiring prior to date of signing of the Agreement. The estate of a deceased employee who dies prior to date of signing of the Agreement shall receive the employee's salary adjustment retroactively from January 1, 2007 to the employee's last date of employment.

## ARTICLE 21: Pensions

The Public Employer shall provide pension and retirement benefits to employees covered by this agreement pursuant to provisions of the statutes and laws of the State of New Jersey. All new legislation which is mandatory will be implemented and all new enabling legislation will be subject to negotiations.

ARTICLE 22: Liability Insurance

During the term of this Agreement, the County shall continue the existing liability insurance coverage for employees covered by this Agreement during performance of their duties.

## ARTICLE 23: Association Membership Dues Deductions

### Section 1:

Upon request, the County agrees to deduct from the salaries of those of its employees who authorize it, membership dues in the Association. Authorization must be in writing and comply with the provisions of N.J.S.A.52:14-15.9e of the statutes of New Jersey. Deductions shall be in compliance with law each pay period, and monies collected together with records of any corrections shall be transmitted to the Treasurer of the Association by the first of each month following collection.

### Section 2:

If during the life of this Agreement there shall be any change in the rate of membership dues, the Association shall furnish to the County written notice to the effective date of such change.

### Section 3:

The Association will provide the necessary dues deduction form and will secure the signatures of its members on the forms and deliver the signed forms to the Director of Personnel. The Association shall indemnify, defend, and save the County harmless against any and all claims, demands, suits, or other forms of liability that shall arise out of or by reason of action taken by the County in reliance upon salary deduction authorization cards submitted by the Association.

### Section 4:

All new employees will be informed of the existence of Association Agreement at the time of hire by the Personnel Department and furnished with a copy thereof by the Association representative at the time the employee authorizes dues deduction.

## ARTICLE 24: Association Rights

It is recognized by the parties to this Agreement, that the responsibility of handling grievances, administering this contract, and disposing of disputes which may arise, is a duty of the Association. It may be necessary for certain officers and representatives of the Association to attend these matters during the County's hours of operation. The right to conduct business by these representatives on County time is recognized as follows:

- A. The President of the Association shall be permitted approximately one (1) hour each working day, i.e. from 3:30 p.m. to 4:30 p.m., during which time he/she may conduct Association business via telephone at his/her duty station.
- B. In addition to the time provided to the Association President for telephone contact, he/she shall be permitted up to three hours per work week unassigned time which shall be used when necessary for the conduct of Association business, provided, however he/she shall obtain prior approval for the use of such unassigned time from his/her immediate superior, which approval shall not be withheld.
- C. Two (2) members of the Association's Grievance Committee shall be permitted to conduct the business of the Committee which consists of conferring with employees and management on specific grievances in accordance with the grievance procedure set forth herein, during the duty hours of the members without loss of pay. One of these representatives may be the President of the Association.

The County of Morris agrees that there shall be no discrimination, interference, restraint of coercion by the County or any of its agents against any employee because of his/her membership in the Association or because he/she is conducting within the limits prescribed above lawful activities on behalf of the Association.

The Association agrees it will not intimidate employees into membership or into conducting business of the Association on County time. The Association further agrees it will restrict the conduct of Association business by its members on County time to the times and circumstances set forth above.

Convention Leave shall be paid by the County in accordance with New Jersey law, N.J.A.C. 4A: 6-1.13. A total of five (5) paid days leave for the bargaining unit shall be granted to attend Shop Steward training and a total of five (5) unpaid days leave shall be granted to attend seminars and conferences. The Shop Steward shall obtain prior written approval for the use of such time from the Shop Stewards's Department Director, and file the approved request with the Office of Labor Relations. Such approval shall not be unreasonably withheld.

ARTICLE 25: Expansion of Benefits

In the event the Board of Chosen Freeholders of Morris County should voluntarily grant major benefit improvements which normally would have uniform application among various groups of County employees or should voluntarily grant improved insurance benefits to any other group of County employees during the term of the Agreement, such benefits shall be granted on the same terms and conditions to employees covered by this Agreement without need for further negotiations.

Improved insurance benefits shall include, but not be limited to, dental plans, optical plans prescription drug plans and the like, but shall not include the prescription drug purchase program presently being provided to the employees of Morris View which cannot, by law, be extended to County employees who are employed other than by Morris View.

The foregoing clause shall not apply to any benefits directed to be given by an arbitrator in Police and Fire Interest Arbitration applying to County employee groups including employees of boards and commissions of Morris County.



ARTICLE 26: Non-Discrimination

Neither the County nor the Association will discriminate against any employee because of race, creed, color, national origin, ancestry, age, marital status, sex, physical handicap, or liability for service in the Armed Forces of the United States.

## ARTICLE 27: Disability Leave

For the employees covered by this Collective Bargaining Agreement, the disability plan currently in effect shall be continued during the term of this Agreement. The maximum weekly disability benefit for eligible employees shall be \$255.00 per week and the employees annual contribution shall be \$67.24 per year.

These disability benefits are paid to all eligible employees covered by this Collective Bargaining Agreement who have exhausted their sick leave and are unable to work because of sickness or off the job accidents.

Benefits would not be payable for a disability beginning before completion of the ninety (90) day "probationary period" when first employed. The average weekly wage would be calculated on the earnings in the eight calendar weeks immediately before the week in which the disability begins. The total wages earned during these weeks worked are divided by the number of weeks worked in the eight week period to obtain the average weekly wage. The benefit will be two thirds (2/3) of the average weekly wage. Morris County would remain as guarantor.

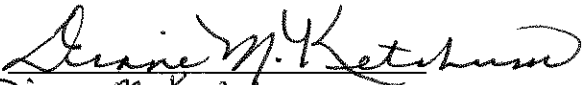
ARTICLE 28: Duration

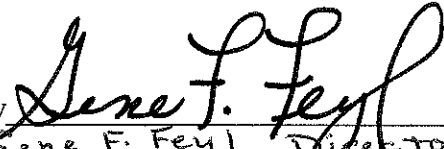
This Agreement shall be in full force and effect as of the first day of January 2007 and shall remain in full force and effect through the thirty-first day of December, 2010. If either party desires to modify or terminate this Agreement, it must, no later than September 30, 2010, give written notice of its intention. In the event no such notice is received by September 30, 2010, this Agreement shall continue in effect from year to year after December 31, 2010, not to exceed ninety-nine years, subject to modification or termination by either party upon written notice given prior to August 31st of any succeeding year.

IN WITNESS WHEREOF, the parties have hereunto subscribed their hands and seals the day and year first above written.

ATTEST:

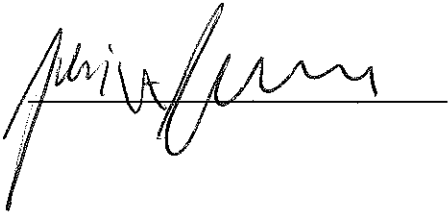
BOARD OF CHOSEN FREEHOLDERS  
OF MORRIS COUNTY


  
Diane M. Ketchum  
Clerk of the Board

By   
Gene F. Feyl, Director

ATTEST:

MORRIS COUNCIL NO. 6,  
NEW JERSEY CIVIL SERVICE  
ASSOCIATION



By  4/3/09

SCHEDULE A  
Public Works

This schedule is for Automotive Service Center, Bridge Department, Road Department and Shade Tree Commission only. All terms and conditions are as per "Main Agreement" except as modified below:

Work Week:

(a) The normal work week shall be forty (40) hours. The work year shall be 52 weeks.

(b) ROAD DEPARTMENT ONLY:

(Day shift only) Inclement weather before noon will receive 12 hours worked, after noon will receive 11½ hours worked, if the general call out is in effect till 7:30 p.m.

Overtime:

Time and one-half (1½) shall be paid for all work performed in excess of eight (8) hours in a day. This applies only to the Automotive Service Center, Bridge Division, Road Division, and Shade Tree Commission.

Time and one-half (1½) shall be paid for all work performed in excess of forty (40) hours in any work week.

All paid time, with the exception of sick time, will be included in the computation of overtime beyond forty (40) hours worked in any week.

Call Outs:

All call outs between the hours of 12:00 a.m. and 6:00 a.m. shall be compensated at the rate of a four (4) hour call out if the time worked is less than four (4) hours. All call outs between the hours of 6:00 p.m. and 12:00 a.m. shall be compensated at the rate of a two (2) hour call out if the time worked is less than two (2) hours. In the event actual time worked on a call out should exceed the four (4) hours or two (2) hours provided, compensation shall be commensurate with time worked. Call outs are compensated at the employee's straight time hourly rate of pay.

Employees called out on weekends shall be compensated pursuant to applicable call out and overtime provisions of this schedule.

Standby Allowance:

Only one employee from Public Works shall be assigned to standby duty and shall receive a standby allowance of \$150.00 per week. Standby will be on a voluntary basis. In the event there are no volunteers, one will be appointed.

Scheduled Overtime Assignments: (From on or about November 15 through on or about April 15)

Overtime shall be by position title required, using a rotating list based upon employee's length of service.

Emergency Call Outs

Required personnel shall be called out using the volunteer list for the district requiring such personnel. The volunteer list shall be a rotating list based upon length of service and position title required.

Meal Reimbursement:

- (a) Maximum of \$10.00 per meal per person.
- (b) Minimum of eight (8) hours work tour on week days and four (4) hours work tour on Saturday, Sunday and holidays (day and night crews) An employee must have worked a minimum of 3-1/2 hours to be eligible for a meal.
- (c) Meal tickets to be signed by each employee dining and meals listed separately.
- (d) Meal tickets to be returned to duty supervisor.
- (e) Meal tickets must contain the name of approved diner or restaurant.

WITH RESPECT TO EMERGENCY SNOW REMOVAL AND RECUPERATION TIME, it is the intent of the parties that these provisions apply primarily to the Road Department. However, to the extent that the County deems it necessary to use employees from Automotive Service Center, Bridge Department and Shade Tree Commission, who are qualified to perform snow removal, sand and salt spreading of roads, etc., the following two (2) provisions will apply:

Emergency Snow Removal:

In the event an employee is assigned to operate snow removal equipment, he/she will be paid his/her own hourly rate if such hourly rate is higher than that of truck driver. If the regular hourly rate of such employee is lower than that of truck driver, then the hourly rate of truck driver will be paid while snow removal equipment is being operated by an employee.

If a foreman is assigned to work as a foreman in a snow removal operation, he will be paid the hourly rate of a Road Department foreman for the period of time that he is functioning as a foreman in the snow removal operation.

Recuperation Time:

The parties recognize that at certain times during the year it is necessary to require employees to work extended hours due to weather conditions necessitating snow removal, sand and salt spreading of roads, etc. It is understood that in order to meet the needs of the County to ensure safe

and proper conditions on the County roads that the personnel of Public Works be assigned to day and night shifts of 12 hours each. The day shift starts at 7:30 a.m. and continues through 7:30 p.m.

The night shift begins at 7:30 p.m. and continues through 7:30 a.m. the following day. Personnel are required to adhere to these shifts as circumstances dictate, based upon the needs of the department as determined by the County.

When employees who are assigned to the night shift are released from normal duty (7:30 a.m. - 4:00 p.m.) and instructed to return to work later that same calendar day, these employees shall be entitled to recuperation time (8 hours time off with pay) provided the employee works past 12:00 a.m. Recuperation time shall not be granted unless an employee has worked past midnight. In the event that such employees are released from normal duty (7:30 a.m. - 4:00 p.m.) and instructed to return to work that same calendar day, they shall not receive less than eight (8) hours pay for the calendar day on which they were sent home, regardless of the number of hours worked on that calendar day.

Recuperation time shall be taken during the next normal work day (7:30 a.m. - 4:00 p.m.) following the day when the employee worked extended hours past midnight.

Day shift employees (7:30 a.m. - 7:30 p.m.) shall not be entitled to recuperation time unless they, as in the case of night shift employees, work past midnight on a continuous tour of duty.

It is understood also that recuperation time shall only be earned while an employee is participating in a general (or modified general) call out of personnel who are responding on an extended basis and are involved in emergency snow removal, salting and spreading operations, or under such other circumstances wherein the County determines it is necessary to employ a general call out of personnel or modified general call out of personnel, to ensure safe and proper conditions on the County road systems and County property. It is also understood that the County Public Works Director, or his designee, shall have the right to use a modified general call out procedure, whereby only the number of employees actually needed as determined by the emergency, will be called out. A modified general call out will be used based on the weather conditions in the County and the areas which warrant immediate attention. All other provisions governing a general call out shall apply.

#### Uniforms:

The County will provide to Road and Bridge employees, annually the following:

- A. five (5) t-shirts (orange with pockets);
- B. three (3) pairs of jeans or blue denim work pants;
- C. two (2) sweatshirts (orange/hooded/zippered); and
- D. seventy-five (\$75.00) dollar annual work boot allowance.  
Effective 2009 the boot allowance shall increase to \$90.00.

The County shall continue to provide and maintain eleven (11) sets of uniforms, biweekly, to employees of the Motor Service Center in the title of Mechanic, Welder and Painter. The County reserves the right to determine the manner in which uniforms are provided and maintained, to select the uniform rental service or vendor and to select the style and color of the uniforms so long as the color is consistent with good safety practices. The County shall provide each Mechanic of the Motor Service Center two (2) winter jackets.

Employees will be expected to wear these uniforms (or reflective safety vests) while on duty.

All claims for work boot allowance shall be submitted annually by September 1 and reimbursement shall be made within 30 days of submission.

Automotive Service Center and Shade Tree employees, Road Inspectors and Surveyors shall also be eligible for the annual work boot allowance in accordance with the above provisions.

Employees in the title of Exterminator and Senior Exterminator shall be supplied with the same uniforms as Road and Bridge employees.

Uniforms shall be provided annually by on or about July 1. The County shall not be liable for time of delivery beyond its control. However, every effort shall be made to deliver all of the uniforms in a timely manner. The County will inform the Union if there is going to be a delay in the delivery of uniforms.

SCHEDULE B  
Juvenile Detention Center

This schedule is for the Detention Center only. All terms and conditions are per "Main Agreement" except as modified below:

Work Week:

The normal work week for full-time employees shall be forty (40) hours.

Work schedules shall be posted one (1) week in advance, except as noted herein.

Overtime:

Overtime will be paid at time and one half pay and begins to be paid after an employee works 40 hours per week. Work hours will be defined as working hours, vacation hours, and/or compensatory time used hours within that week.

Unscheduled Overtime Process:

When overtime is necessary due to call-outs, unforeseen population increases, etc. the following process will be utilized:

1. Recruit volunteers from the shift that is on duty;
2. Recruit volunteers by telephoning officers, not on duty, in order of seniority, most to least;
3. Utilize the Jam List.

Jam List Development:

The Jam List will be compiled quarterly the first day of May, August, November and February. The manner with which the list will be compiled is as follows:

1. Employees using the most unscheduled time off, i.e., sick hours, during the previous quarter January – March, April – June, July – September, October – December will be placed at the top of the list.
2. Where equal amounts of sick hours were used during the previous quarter, seniority, from least to most will become the determining factor.
3. Where no sick time during the previous quarter was used, seniority from least to most will be the determining factor.



### Unscheduled Overtime:

When the Jam List is utilized, the Officer(s) being jammed shall be paid at the rate of time and one half, regardless of whether they have actually worked 40 hours for the week. The time and one-half rate shall be paid provided they do not use any unscheduled vacation/compensatory or any sick time, subsequent to being jammed within that 40 hour week.

### Scheduled Overtime

The Center will attempt to fill scheduled overtime on a voluntary basis. Scheduled overtime will be offered to employees according to seniority by use of the volunteers list and will not be offered in blocks of time. If an overtime opportunity is refused by an employee, the next most senior employee on the volunteers list will be offered the overtime. The list will be maintained by supervisors and made available to employees upon request.

In the event the senior staff is unable to fill any of the overtime slots through this voluntary process, management will resort to the unscheduled overtime procedure described above. Senior staff will attempt to fill all scheduled overtime before posting schedules.

### Holidays:

All full-time employees who work on a holiday shall be compensated at the rate of time and one-half (1½) of their regular hourly rate for each hour worked and shall receive one (1) compensatory day off for the holiday worked. Compensatory time shall be taken at the employee's discretion, subject to the needs of the service.

All part-time employees who work on a holiday shall be compensated at the rate of time and one-half (1½) of their hourly rate of pay for each hour worked.

### Break Time:

Each employee shall be entitled to one (1) 15 minute break during each eight (8) hour shift and said break to be taken out of the presence of the residents. Break time to be allowed except in cases of emergencies.

### Cooking:

It is understood and agreed that teachers and instructors will not required to act in the capacity of cook. Officers and supervisors will be required to fill in as cooks on an emergency basis. The above is not to be confused with physically being in the kitchen, but rather actual cooking.

### Easter Sunday:

Effective January 1, 2005 all employees who work on Easter shall be compensated at the rate of time and one-half (1½) of their hourly rate plus compensatory time for each hour worked.

### On-Call Allowance

Designated Staff Members of the Detention Center who are "on-call" due to the unavailability of the Director and the Assistant shall receive a \$100.00 allowance for covering the period from 5:00 p.m. on Friday to 9:00 a.m. on Monday, or a pro rata portion of such allowance if the coverage is part of a weekend or if the weekend hours are covered by or divided between two or more employees. On holidays requiring "on-call" status, the covering employee shall receive a \$50.00 allowance for the coverage period from 5:00 p.m. the day before the holiday to 9:00 a.m. the day after the holiday. The parties acknowledge that this "on-call" coverage is intended only for emergent or unusual situations.

### Clothing Maintenance Allowance:

Effective January 1, 2005, the County shall provide a clothing maintenance allowance as follows:

Section 1: The Juvenile Detention Center shall continue to issue initial uniforms upon hiring. Thereafter, an annual clothing maintenance allowance of Four Hundred Dollars (\$400.00) shall be provided payable during the first pay period in April, provided that employees were not hired within that calendar year.

Section 2: These funds will be designated for the purpose of proper maintenance and replacement of authorized Center uniforms. The County reserves the right to exercise its discretion to direct staff to replace any component of the approved uniform that is in poor condition or does not lend itself to a professional appearance. Staff shall replace uniform items with only Center approved items.

### Out-of-Title Supervisory Work:

Effective upon execution of this Agreement, any Juvenile Detention Officer working out of title in the capacity of a shift supervisor for at least four (4) hours of any shift, shall be compensated at his/her normal rate of pay plus two (2) hours of pay, at time and one half (1 ½) for each occurrence.

SCHEDULE C  
Buildings & Grounds

This schedule is for Buildings & Grounds only. All terms and conditions are as per "Main Agreement" except as modified below:

Work Week:

The work week for clerical employees shall be thirty-five (35) hours.

The work week for Building Maintenance Worker (day shift only) and Building Maintenance Worker Foreman (day shift only) shall be thirty seven and one-half (37½) hours.

Overtime:

Overtime shall be paid at the rate of time and one-half (1½) for all work in excess of forty (40) hours in a week for Security Guards.

Overtime shall be paid at the rate of time and one-half (1½) for all work in excess of thirty seven and one-half (37½) hours in a work week for the following titles:

Building Maintenance Worker (day shift only)  
Building Maintenance Worker Foreman (day shift only)  
Carpenter  
Electrician  
Groundskeeper (day shift only)  
Groundskeeper Foreman  
Maintenance Repairer  
Maintenance Repairer Foreman  
Painter  
Parking Lot Attendant  
Plumber  
Refrigeration Mechanic  
Senior Maintenance Repairer

Overtime shall be paid at the rate of time and one-half (1½) for all work in excess of thirty five (35) hours in a work week for the following titles:

Building Maintenance Worker (night shift only)  
Building Maintenance Worker Foreman (night shift only)

Clerical personnel who work more than their normal work week shall receive compensatory time off for each hour worked beyond their normal work week in accordance with the applicable requirements of FLSA.

Call Outs:

Call outs shall be compensated at the rate of a four (4) hour call out, if the time worked is less than four (4) hours. All time worked in excess of the first four (4) hours shall be paid at the rate of time and one-half (1-1/2).

Uniforms:

The County shall make available two (2) shirts and two (2) pants and seventy-five (\$75.00) dollars boot allowance once each calendar year to employees in the Buildings and Grounds Division with the exception of clerical personnel. All claims for work boot allowance shall be submitted annually by September 1 and reimbursement shall be made within 30 days of submission.

Effective January 1, 2009 the boot allowance shall increase to ninety dollars (\$90.00).

In addition, day shift workers, with the exception of clerical personnel, shall receive one (1) winter jacket, one (1) pair rubber boots, one (1) pair rubber coveralls and one (1) rubber jacket. Each article is to be replaced only when it wears out.

Security Guards shall receive in addition to two (2) pants and two (2) shirts, one (1) winter jacket, one (1) summer jacket, one (1) hat, two (2) badges. Jackets and hats are to be replaced only when they wear out.

Meal Reimbursement:

- (a) Maximum of \$10.00 per meal per person.
- (b) Minimum of eight (8) hours work tour on week days and four (4) hours work tour on Saturday, Sunday and holidays (day and night crews) An employee must have worked a minimum of 3-1/2 hours to be eligible for a meal.
- (c) Meal tickets to be signed by each employee dining and meals listed separately.
- (d) Meal tickets to be returned to duty supervisor.
- (e) Meal tickets must contain the name of approved diner or restaurant.

Snow Removal:

1. County employees holding the following titles in the Division of Buildings and Grounds will not be involuntarily assigned to snow removal duties except under the circumstances described herein: Senior Carpenter, HVAC Mechanic, Supervising HVAC Mechanic, Senior Mason, Painter, Senior Painter, Supervising Plumber, Supervisor Building Services, Senior Clerk, Principal Clerk Typist, Security Guard, Carpenter, Electrical Specialist, Electrician, Mason, Plumber, Senior Electrician, Senior Plumber, Supervising Carpenter, and Supervising Painter.

2. Although employees holding the titles cited in paragraph 1, above, may not be involuntarily assigned to snow removal duties, the parties hereby agree to allow such employees to accept snow removal duties on a voluntary basis, in accordance with the terms set forth below:

- a. The County reserves the right to obtain additional manpower to remove snow from any source, regardless of the number of employees who volunteer, in order to assure an adequate total staffing of its snow removal operation, provided, however, that all volunteers on the list have either been called in or have declined the offer of call-in.
  - b. Employees who volunteer shall have their names placed on a single list.
  - c. During a snow emergency, voluntary snow removal work shall be offered to the employees on the list, to the extent necessary for the County to meet its snow removal manpower needs.
  - d. Any employee volunteers absent from snow removal duties more than three (3) times in any winter season (November 15-April 15) may be subjected to progressive discipline.
  - e. Employees represented by Morris Council 6 who are lawfully assigned or who accept voluntary snow removal shall receive overtime compensation in accordance with the "Overtime" provisions of Schedule C.
  - f. The foregoing shall in no way prevent the County from assigning snow removal duties to any job title to which such duties may properly be assigned pursuant to the Final Administrative Action of the Commissioner of Personnel in the action, In the Matter of Morris County Snow Removal Policy, Docket No. 2003-1383, issued February 19, 2003. Nor shall the foregoing be interpreted to require the County to offer voluntary snow removal duty to any employee when, in the County's judgment, it already has sufficient manpower on hand. These terms are applicable only to the Division of Buildings and Grounds and shall in no way effect or impact upon the overtime or work assignment practices, including practices relating to snow removal, in any Department or Division of the County other than the Division of Buildings and Grounds.
  - g. Beginning with the winter season of 2004-2005 and continuing thereafter, the deadline for employees to volunteer for snow removal for the coming winter season will be September 30.
  - h. Anyone on the volunteer list who is on a scheduled vacation or legitimate sick leave shall not be penalized for not responding to snow removal duties.
3. When the County closes or has a delayed opening, all employees, volunteers and lawfully assigned, shall be paid time and one-half for the part of their regular work shifts during which they performed snow removal duties while the County was closed.

SCHEDULE D  
Municipal Utilities Authority (MUA)

This schedule applies to M.U.A. employees of the Water Division, Recycling Division and Compost Division only. All terms and conditions are as per "Main Agreement" except as modified below:

Work Week:

- (a) The normal work week shall be forty (40) hours. The work year shall be 52 weeks.
- (b) Schedule for employees of the Curbside Recycling Collection Program shall consist of 8½ hours per day (½ hour unpaid lunch). Starting and ending hours may vary from 6:00 a.m. through 2:30 p.m. to 7:30 a.m. through 4:00 p.m.

Overtime:

- (a) Time and one-half (1½) shall be paid for all work performed in excess of forty (40) hours in any work week.
- (b) All paid time, with the exception of sick time, will be included in the computation of overtime beyond forty (40) hours worked in any week.
- (c) Routine (curbside) work week overtime assignments will be assigned as needed by the Supervisory personnel.

Holidays and Weekends:

- (a) The MUA will attempt to recruit the needed employees for holiday and weekend work on a voluntary basis. If it does not recruit the necessary number of employees for any particular working holiday or weekend on a voluntary basis, it may attain the additional needed number of employees by requiring certain employees to work via the use of a rotating list.
- (b) An employee who works on a holiday shall receive his regular holiday pay plus compensation at the rate of 1½ his regular rate of pay for the hours worked or compensatory time off equivalent to the number of hours worked.

Call Outs (Water Division only):

All call outs between the hours of 12:00 a.m. and 6:00 a.m. shall be compensated at the rate of a four (4) hour call out if the time worked is less than four (4) hours. All call outs between the hours of 6:00 p.m. and 12:00 a.m. shall be compensated at the rate of a two (2) hour call out if the time worked is less than two (2) hours. In the event actual time worked on a call out should exceed the four (4) hours or two (2) hours provided, compensation shall be commensurate with time worked. Call outs are compensated at the employee's straight time hourly rate of pay.

Employees called out on weekends shall be compensated pursuant to applicable call out and overtime provisions of this schedule.

Emergency Call Outs (Water Division only):

Required personnel shall be called out using the volunteer list for the district requiring such personnel. The volunteer list shall be a rotating list based upon length of service.

Scheduled Overtime Assignments (Water Division only):

(From on or about November 15 through on or about April 15)

Overtime shall be by position title required, using a rotating list based upon employee's length of service.

The current practice of supplying work boots to the employees required to wear them shall continue.

SCHEDULE E  
Youth Shelter

This Schedule is for the Youth Shelter only. All terms and conditions are per “Main Agreement” except as modified below:

Work Week:

The normal work week for full-time employees shall be forty (40) hours.

Work schedules shall be posted one (1) week in advance, except as noted herein.

Overtime:

Overtime will be paid at time and one half pay and begins to be paid after an employee works 40 hours per week. Work hours will be defined as working hours, vacation hours, and/or compensatory time used hours within that week.

Unscheduled Overtime Process:

When overtime is necessary due to call outs, unforeseen population increases, etc., the following process will be utilized:

1. Recruit volunteers from the shift that is on duty;
2. Recruit volunteers by telephoning employees, not on duty, in order of seniority, most to least;
3. Utilize the Jam List.

Jam List Development:

The Jam List will be compiled quarterly the first day of May, August, November and February. The manner with which the list will be compiled is as follows:

1. Employees using the most unscheduled time off, i.e. sick hours during the previous quarter January – March, April – June, July – September, October – December will be placed at the top of the list.
2. Where equal amounts of sick hours were used during the previous quarter, seniority, from least to most, will be the determining factor.
3. Where no sick time during the previous quarter was used, seniority from least to most will be the determining factor.



### Unscheduled Overtime:

When the Jam List is utilized, the Officer(s) being jammed shall be paid at the rate of time and one half, regardless of whether they have actually worked 40 hours for the week. The time and one-half rate shall be paid provided they do not use any unscheduled vacation/compensatory or any sick time, subsequent to being jammed within that 40 hour week.

### Scheduled Overtime:

The Shelter will attempt to fill scheduled overtime on a voluntary basis. Scheduled overtime will be offered to employees according to seniority by use of the volunteers list and will not be offered in blocks of time. If an overtime opportunity is refused by an employee, the next most senior employee on the volunteers list will be offered the overtime. The list will be maintained by supervisors and made available to employees upon request.

In the event the senior staff is unable to fill any of the overtime slots through this voluntary process, management will resort to the unscheduled overtime procedure described above. Senior staff will attempt to fill all scheduled overtime before posting schedules.

### Holidays:

All full-time employees who work on a holiday shall be compensated at the rate of time and one-half (1½) of their regular hourly rate for each hour worked and shall receive one (1) compensatory day off for the holiday worked. Compensatory time shall be taken at the employee's discretion, subject to the needs of the service.

All part-time employees who work on a holiday shall be compensated at the rate of time and one-half (1½) of their hourly rate of pay for each hour worked.

### Break Time:

Each employee shall be entitled to one (1) 15 minute break during each eight (8) hour shift and said break to be taken out of the presence of the residents. Break time to be allowed except in cases of emergencies.

### Cooking:

It is understood and agreed that teachers and instructors will not required to act in the capacity of cook. Counselors and supervisors will be required to fill in as cooks on an emergency basis. The above is not to be confused with physically being in the kitchen, but rather actual cooking.

Easter Sunday:

Effective January 1, 2005 all employees who work on Easter shall be compensated at the rate of time and one-half (1½) of their hourly rate plus compensatory time for each hour worked.

On-Call Allowance:

Designated Staff Members of the Youth Shelter who are "on-call" due to the unavailability of the Director and the Assistant shall receive a \$100.00 allowance for covering the period from 5:00 p.m. on Friday to 9:00 a.m. on Monday, or a pro rata portion of such allowance if the coverage is part of a weekend or if the weekend hours are covered by or divided between two or more employees. On holidays requiring "on-call" status, the covering employee shall receive a \$50.00 allowance for the coverage period from 5:00 p.m. the day before the holiday to 9:00 a.m. the day after the holiday. The parties acknowledge that this "on-call" coverage is intended only for emergent or unusual situations.

Clothing Maintenance Allowance:

Effective January 1, 2005, the County shall provide a clothing maintenance allowance as follows:

- Section 1: The Shelter shall continue to issue initial uniforms upon hiring. Thereafter, an annual clothing maintenance allowance of Four Hundred Dollars (\$400.00) shall be provided payable during the first pay period in April, provided that employees were not hired within that calendar year.
- Section 2: These funds will be designated for the purpose of proper maintenance and replacement of authorized Shelter uniforms. The County reserves the right to exercise its discretion to direct staff to replace any component of the approved uniform that is in poor condition or does not lend itself to a professional appearance. Staff shall replace uniform items with only Shelter approved items.

Out-of-Title Supervisory Work:

Effective upon execution of this Agreement, any Adolescent Counselor working out of title in the capacity of a shift supervisor for at least four (4) hours of any shift, shall be compensated at his/her normal rate of pay plus two (2) hours of pay, at time and one half (1 ½) for each occurrence.

SCHEDULE F  
Medical Examiner's Investigators

Work Week:

Current practice and policy regarding work week and hours of work will remain in effect.

The nature of the work determines when the investigator on duty will be required at a specific location, i.e. a scene, the morgue, the office, etc. On-call responsibilities may be fulfilled from an alternate location.

Wages:

To be compensated as if Off Guide. Please see Article 18.

Investigators are compensated at their hourly rate for all hours on duty, regardless of their location while on duty and work performed.

## SCHEDULE G

### County Library & Office of Library Information Systems

This schedule is for all staff that work at the County Library including Office of Library Information Systems only. All terms and condition are as per Main Agreement except as modified below:

#### Work Week

##### Section 1:

A staff member's workweek is thirty-five (35) hours. A full-time employee's workweek is distributed evenly over a five (5) day period. An employee scheduled to work Saturday may take one (1) seven hour day off on any one of the preceding five days of the week, with the approval of his/her supervisor. No employee will be required to work more than one Saturday in a three-week period, except in case of emergency, as determined by the supervisor. No employee shall be required to work more than one night per week, except in the case of emergency as determined by the supervisor.

##### Section 2:

Each employee is entitled per workday to two (2) relief periods of fifteen (15) minutes duration. One of these "breaks" will be taken during each work session of three and one-half (3½) hours. Breaks will be taken so as not to interfere with work, especially in public areas.

##### Section 3:

Whenever an employee leaves or is absent from the building, he/she shall notify the immediate supervisor, stating the length of time he/she will be away. All staff members are required to be in the building and at work at their schedule start time unless otherwise specified.

##### Section 4:

The Saturday and nightly work schedule must be posted at least one (1) week prior to the effective date of the schedule. If a staff member wishes to arrange a change in an evening or a Saturday schedule, he/she is responsible for making these arrangements with another qualified staff member and for notifying the person in charge of scheduling of such arrangements.

##### Section 5:

An employee Record Sheet must be distributed to each employee within the first two weeks of the calendar year for that calendar year, and to a new employee on the day he/she commences work.

Section 6:

If the library is closed by an “Act of God”, such as fire, weather conditions or a national emergency, on a day an employee is not regularly scheduled to work; he/she is not entitled to compensatory time off.

Holidays

Lincoln’s Birthday and Election Day shall not be eliminated from the stated list of holidays in Article 3, Section 1. In lieu, employees will receive two (2) paid days off as designated by the employee. One day off shall be scheduled during January to June and the other day shall be scheduled in July through December. Time off shall be subject to approval.

Friday and Saturday after Thanksgiving

The current practice used to staff the facility shall continue. However, in the event that there are not enough volunteers, employees will be scheduled to work as needed.

Sunday Hours

The existing side bar for hours worked on Sundays shall continue with the following exception:

Current Staff – Rate Cap

Professional \$50.00

Support \$30.00

Employees Hired After Execution of Agreement – Rate Cap

Professional \$45.00

Support \$25.00

## Morris Council No. Six Progression Schedule Schedule (S-7)

**Year**                    **2007**

**General Increase**   **2.00%**

Guide Level		1	2	3	4	5	6	7	8	9	10	11	12
<b>Job Category</b>	G	22,136	23,366	24,596	25,826	27,055	28,285	29,515	30,745	31,974	31,974	33,204	33,204
	H	23,366	24,663	25,961	27,258	28,556	29,853	31,150	32,448	33,745	33,745	35,043	35,043
	I	24,596	25,962	27,328	28,695	30,061	31,427	32,793	34,160	35,526	35,526	36,892	36,892
	J	25,826	27,261	28,696	30,131	31,566	33,001	34,436	35,872	37,307	37,307	38,742	38,742
	K	27,670	29,207	30,745	32,282	33,819	35,356	36,894	38,431	39,968	39,968	41,505	41,505
	L	28,900	30,505	32,110	33,715	35,319	36,924	38,529	40,134	41,739	41,739	43,344	43,344
	M	30,745	32,453	34,162	35,870	37,579	39,287	40,995	42,703	44,411	44,411	46,119	46,119
	N	32,589	34,400	36,210	38,020	39,830	41,641	43,451	45,261	47,071	47,071	48,882	48,882
	O	35,049	36,996	38,942	40,889	42,836	44,783	46,729	48,676	50,623	50,623	52,570	52,570
	P	36,279	38,294	40,310	42,326	44,341	46,357	48,372	50,388	52,404	52,404	54,419	54,419
	Q	38,123	40,241	42,359	44,476	46,594	48,712	50,830	52,947	55,065	55,065	57,183	57,183
	R	41,198	43,486	45,775	48,064	50,352	52,641	54,930	57,218	59,507	59,507	61,796	61,796
	S	44,272	46,732	49,191	51,651	54,111	56,570	59,030	61,489	63,949	63,949	66,408	66,408
	T	49,191	51,924	54,657	57,389	60,122	62,854	65,587	68,320	71,052	71,052	73,785	73,785
	U	54,111	57,116	60,122	63,127	66,133	69,139	72,144	75,150	78,155	78,155	81,161	81,161
V	59,645	62,958	66,271	69,584	72,897	76,210	79,523	82,836	86,149	86,149	89,462	89,462	
W	66,408	70,098	73,787	77,477	81,166	84,855	88,545	92,234	95,923	95,923	99,613	99,613	

All employees on the salary progression will receive a 2% general wage increase effective June 23, 2007. All employees not at maximum step of the range, who have at least one year of service as of July 1, 2007 shall be advanced one step in their range per this schedule if they have satisfactory performance.

Off Guide = base salary exceeds the maximum on the salary progression schedule

## Morris Council No. Six Progression Schedule Schedule (S-8)

**Year**                    **2008**  
**General Increase**   **2.00%**

Guide Level		1	2	3	4	5	6	7	8	9	10	11	12
<b>Job Category</b>	G	22,579	23,833	25,088	26,342	27,596	28,851	30,105	31,360	32,614	32,614	33,868	33,868
	H	23,833	25,157	26,480	27,803	29,127	30,450	31,774	33,097	34,420	34,420	35,744	35,744
	I	25,088	26,481	27,875	29,269	30,662	32,056	33,449	34,843	36,237	36,237	37,630	37,630
	J	26,342	27,806	29,270	30,734	32,197	33,661	35,125	36,589	38,053	38,053	39,517	39,517
	K	28,224	29,792	31,360	32,928	34,496	36,063	37,631	39,199	40,767	40,767	42,335	42,335
	L	29,478	31,115	32,752	34,389	36,026	37,663	39,300	40,937	42,574	42,574	44,211	44,211
	M	31,360	33,102	34,845	36,588	38,330	40,072	41,815	43,557	45,300	45,300	47,042	47,042
	N	33,241	35,088	36,934	38,780	40,627	42,473	44,320	46,166	48,013	48,013	49,859	49,859
	O	35,750	37,736	39,721	41,707	43,693	45,678	47,664	49,650	51,635	51,635	53,621	53,621
	P	37,004	39,060	41,116	43,172	45,228	47,284	49,340	51,396	53,452	53,452	55,508	55,508
	Q	38,886	41,046	43,206	45,366	47,526	49,686	51,846	54,006	56,166	56,166	58,326	58,326
	R	42,022	44,356	46,691	49,025	51,359	53,694	56,028	58,363	60,697	60,697	63,031	63,031
	S	45,158	47,667	50,175	52,684	55,193	57,702	60,210	62,719	65,228	65,228	67,737	67,737
	T	50,175	52,963	55,750	58,537	61,324	64,111	66,899	69,686	72,473	72,473	75,260	75,260
	U	55,193	58,259	61,324	64,390	67,456	70,521	73,587	76,653	79,719	79,719	82,784	82,784
	V	60,838	64,217	67,596	70,975	74,355	77,734	81,113	84,493	87,872	87,872	91,251	91,251
W	67,737	71,500	75,263	79,026	82,789	86,552	90,316	94,079	97,842	97,842	101,605	101,605	

All employees on the salary progression will receive a 2% general wage increase effective June 21, 2008. All employees not at maximum step of the range who have at least one year of service as of July 1, 2008 shall be advanced one step in their range per this schedule if they have satisfactory performance. Off Guide= base salary exceeds the maximum on the salary progression schedule.

## Morris Council No. Six Progression Schedule Schedule (S-9)

Year                    2009  
General Increase    3.50%

Guide Level		1	2	3	4	5	6	7	8	9	10	11	12
<b>Job Category</b>	G	23,369	24,667	25,966	27,264	28,562	29,861	31,159	32,457	33,755	33,755	35,054	35,054
	H	24,667	26,037	27,407	28,777	30,146	31,516	32,886	34,255	35,625	35,625	36,995	36,995
	I	25,966	27,408	28,851	30,293	31,735	33,178	34,620	36,062	37,505	37,505	38,947	38,947
	J	27,264	28,779	30,294	31,809	33,324	34,839	36,355	37,870	39,385	39,385	40,900	40,900
	K	29,211	30,834	32,457	34,080	35,703	37,326	38,949	40,571	42,194	42,194	43,817	43,817
	L	30,510	32,204	33,898	35,593	37,287	38,981	40,675	42,370	44,064	44,064	45,758	45,758
	M	32,457	34,260	36,065	37,868	39,672	41,475	43,278	45,082	46,885	46,885	48,688	48,688
	N	34,405	36,316	38,227	40,138	42,049	43,960	45,871	47,782	49,693	49,693	51,604	51,604
	O	37,001	39,056	41,112	43,167	45,222	47,277	49,332	51,387	53,443	53,443	55,498	55,498
	P	38,299	40,427	42,555	44,683	46,811	48,939	51,067	53,195	55,323	55,323	57,450	57,450
	Q	40,247	42,483	44,718	46,954	49,189	51,425	53,661	55,896	58,132	58,132	60,368	60,368
	R	43,493	45,909	48,325	50,741	53,157	55,573	57,989	60,405	62,821	62,821	65,238	65,238
	S	46,738	49,335	51,931	54,528	57,125	59,721	62,318	64,914	67,511	67,511	70,107	70,107
	T	51,931	54,816	57,701	60,586	63,471	66,355	69,240	72,125	75,010	75,010	77,895	77,895
	U	57,125	60,298	63,471	66,644	69,817	72,990	76,163	79,336	82,509	82,509	85,682	85,682
V	62,967	66,464	69,962	73,460	76,957	80,455	83,952	87,450	90,948	90,948	94,445	94,445	
W	70,107	74,002	77,897	81,792	85,687	89,582	93,477	97,371	101,266	101,266	105,161	105,161	

All employees on the salary progression will receive a 3.5% general wage increase effective January 1, 2009.

There shall be no step movement on the salary progression for the year 2009.

Off Guide= base salary exceeds the maximum on the salary progression schedule



## Morris Council No. Six Progression Schedule Schedule (S-10)

**Year**                    **2010**  
**General Increase**   **3.50%**

<b>Guide Level</b>		1	2	3	4	5	6	7	8	9	10	11	12
<b>Job Category</b>	G	24,187	25,531	26,875	28,218	29,562	30,906	32,249	33,593	34,937	34,937	36,281	36,281
	H	25,531	26,948	28,366	29,784	31,201	32,619	34,037	35,454	36,872	36,872	38,289	38,289
	I	26,875	28,367	29,860	31,353	32,846	34,339	35,832	37,325	38,818	38,818	40,310	40,310
	J	28,218	29,786	31,354	32,923	34,491	36,059	37,627	39,195	40,763	40,763	42,331	42,331
	K	30,234	31,913	33,593	35,273	36,952	38,632	40,312	41,991	43,671	43,671	45,351	45,351
	L	31,578	33,331	35,085	36,838	38,592	40,345	42,099	43,852	45,606	45,606	47,360	47,360
	M	33,593	35,460	37,327	39,194	41,060	42,927	44,793	46,660	48,526	48,526	50,392	50,392
	N	35,609	37,587	39,565	41,543	43,521	45,499	47,477	49,454	51,432	51,432	53,410	53,410
	O	38,296	40,423	42,550	44,678	46,805	48,932	51,059	53,186	55,313	55,313	57,440	57,440
	P	39,640	41,842	44,045	46,247	48,449	50,652	52,854	55,056	57,259	57,259	59,461	59,461
	Q	41,655	43,969	46,283	48,597	50,911	53,225	55,539	57,853	60,167	60,167	62,481	62,481
	R	45,015	47,515	50,016	52,517	55,018	57,518	60,019	62,520	65,020	65,020	67,521	67,521
	S	48,374	51,062	53,749	56,436	59,124	61,811	64,499	67,186	69,874	69,874	72,561	72,561
	T	53,749	56,735	59,721	62,706	65,692	68,678	71,664	74,649	77,635	77,635	80,621	80,621
	U	59,124	62,408	65,692	68,976	72,260	75,544	78,828	82,112	85,396	85,396	88,681	88,681
	V	65,171	68,791	72,411	76,031	79,651	83,271	86,891	90,511	94,131	94,131	97,751	97,751
	W	72,561	76,592	80,624	84,655	88,686	92,717	96,748	100,779	104,811	104,811	108,842	108,842

All employees on the salary progression will receive a 3.5% general wage increase effective January 1, 2010.

There shall be no step movement on the salary progression for the year 2010.

Off Guide= base salary exceeds the maximum on the salary progression schedule

Title	Job Category
ACCOUNT CLERK	G
ACCOUNTANT	O
ACCOUNTING ASSISTANT	M
ADMINISTRATIVE ANALYST	M
ADMINISTRATIVE CLERK	M
ADMINISTRATIVE SECRETARY	N
ADMINISTRATOR CULTURAL & HERITAGE AFFAIRS	O
ADVOCATE - VICTIM WITNESS PROGRAM	N
AGRICULTURAL RESOURCES SPECIALIST 2	S
AGRICULTURAL RESOURCES SPECIALIST 3	R
ALCOHOLISM COUNSELOR	J
ARCHIVIST	R
ASSISTANT BUYER	M
ASSISTANT ENGINEER	R
ASSISTANT PLANNER - All VARIANTS	P
ASSISTANT PROGRAM ANALYST	I
ASSISTANT SUPERVISING MECHANIC	P
ASSISTANT SUPERVISOR - MAINTENANCE	K
ASSISTANT SUPV G GROUNDSKEEPER	J
ASSISTANT TAX RESEARCH EXAMINER & INVEST	J
BRIDGE CONST. INSPECTOR/ ROAD INSPEC	M
BRIDGE CONSTRUCTION WORKER	M
BUILDING MAINTENANCE WORKER	G
BUYER	N
CARPENTER	N
CARPENTER'S HELPER	K
CARTOGRAPHER	N
CASHIER	G
CATALOGER	Q
CHIEF LOAN ADVISOR	N
CHILDRENS SUPERVISOR	K
CLAIMS EXAMINER	G
CLAIMS INVESTIGATOR	O
CLERK	G
CLERK TYPIST	G
COMMUNITY SERVICE WORKER	M
COMPOST PROJECT WORKER	M
COMPUTER OPERATOR	M
COMPUTER OPERATOR TRAINEE	K
COMPUTER SERVICE TECHNICIAN	I
COOK	G
COORD SCHOOL TRANSPORTATION	L
COORD. LONG TERM/ALT	O

COORDINATOR OF NURSE EXAMINERS, VICTIMS OF SEXUAL ASSAULT PROGRAM	R
COORDINATOR OF SAFETY PROGRAMS	N
COORDINATOR, YOUTH ACTIVITIES	Q
COST ESTIMATOR	N
COUNSELOR ADOLESCENT UNIT	N
CUSTODIAN OF RECORDS	O
CUSTOMER SERVICE REPRESENTATIVE	I
DATA BASE ANALYST 2	S
DATA CONTROL CLERK	H
DATA ENTRY MACHINE OPERATOR	G
DATA PROCESSING COORDINATOR	M
DATA PROCESSING PROGRAMMER	Q
DATA PROCESSING PROGRAMMER TRAINEE	N
DATA PROCESSING PROGRAMMER/SYSTEMS ANA	Q
DATA PROCESSING SYSTEMS PROGRAMMER	Q
DATA PROCESSING TECHNICIAN	I
DATABASE MANAGER	S
DOCKET CLERK	G
DRAFTING TECHNICIAN	K
DRUG ABUSE COUNSELOR	M
ELECTIONS CLERK	G
ELECTRICIAN	N
ELECTRICIANS HELPER	K
EMPLOYMENT SPECIALIST	L
ENGINEERING AIDE	K
ENVIRONMENTAL COMPLIANCE INVESTIGATOR 3	N
ENVIRONMENTAL HEALTH SPECIALIST	Q
ENVIRONMENTAL SPECIALIST	N
EQUIPMENT OPERATOR	N
EXAMINER-EDUCATION CREDENTIALS	K
EXTERMINATOR	M
FORKLIFT OPERATOR	K
GARAGE ATTENDANT	G
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST I	U
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST II	T
GEOGRAPHIC INFORMATION SPECIALIST III	R
GEOGRAPHIC INFORMATION SPECIALIST TRAIN	O
GRADUATE NURSE	N/A
GRAPHIC ARTIST	I
GROUNDSKEEPER	H
HAZARDOUS MATERIALS RESPONDER	M
HEALTH EDUCATOR	S
HEATING & AIR CONDITIONING MECHANIC	N

HEAVY EQUIPMENT OPERATOR	P
INDEX CLERK	G
INSTITUTIONAL TRADE INSTRUCTOR SHOP	O
INVENTORY CONTROL CLERK	H
INVESTIGATOR 2	O
INVESTIGATOR-COUNTY MEDICAL EXAMINER	N/A
INVESTIGATOR-COUNTY ADJUSTER	K
INVESTMENT SPECIALIST	L
JUVENILE DETENTION OFFICER	M
LABORER	I
LAND SURVEYOR	O
LEGAL STENOGRAPHER	G
LOAN ADVISOR	I
MAIL CLERK	G
MAINTENANCE REPAIRER	I
MAINTENANCE REPAIRER - ELECTRICAL HEATING & AIR CON	K
MASON	N
MASON'S HELPER	K
MECHANIC	N
MECHANIC/STOREKEEPER	N
MECHANIC-DIESEL	O
MECHANICS HELPER	K
MESSENGER	G
MICROFILM MACHINE OPERATOR	G
MOTOR VEHICLE OPERATOR/ EL	G
NETWORK ANALYST	T
OFFICE SERVICES MANAGER	O
OFFICE SUPERVISOR	O
PAINTER	N
PAINTER- AUTOMOTIVE	N
PARALEGAL SPECIALIST	L
PARKING ATTENDANT	G
PASSPORT CLERK	G
PAYROLL CLERK	H
PENSION FUND SUPERVISOR	L
PERSONNEL ASSISTANT	M
PERSONNEL CLERK	H
PERSONNEL TECHNICIAN	O
PLANNER	O
PLANNING AIDE	J
PLUMBER	N
PLUMBER'S HELPER	K
PRINCIPAL ACCOUNT CLERK	K
PRINCIPAL ACCOUNTANT	S

PRINCIPAL BRIDGE CONSTRUCT INSP/ROAD INSP	O
PRINCIPAL BUYER	P
PRINCIPAL CARTOGRAPHER	R
PRINCIPAL CASHIER	J
PRINCIPAL CLERK	J
PRINCIPAL CLERK TRANSCRIBER	J
PRINCIPAL CLERK TYPIST	J
PRINCIPAL COURT CLERK, PROBATE	L
PRINCIPAL DATA CONTROL CLERK	J
PRINCIPAL DATA ENTRY MACHINE OPERATOR	I
PRINCIPAL DATA PROCESSING COORDINATOR	S
PRINCIPAL DATA PROCESSING PROG/ SYST ANALY	S
PRINCIPAL DATA PROCESSING PROGRAMMER	S
PRINCIPAL DATA PROCESSING SYSTEMS PROGRA	T
PRINCIPAL DOCKET CLERK TYPIST	J
PRINCIPAL DRAFTING TECHNICIAN	N
PRINCIPAL ELECTIONS CLERK	J
PRINCIPAL ENGINEER	U
PRINCIPAL ENGINEERING AIDE	O
PRINCIPAL ENVIRONMENTAL HEALTH SPECIALIST	R
PRINCIPAL GARAGE ATTENDANT	I
PRINCIPAL INDEX CLERK	I
PRINCIPAL LEGAL STENOGRAPHER	I
PRINCIPAL MAIL CLERK	J
PRINCIPAL MICROFILM OPERATOR	J
PRINCIPAL PASSPORT CLERK	J
PRINCIPAL PAYROLL/PERSONNEL CLERK	L
PRINCIPAL PERSONNEL CLERK	L
PRINCIPAL PLANNER	S
PRINCIPAL PLANNING AIDE	P
PRINCIPAL PURCHASING ASSISTANT	L
PRINCIPAL ROAD INSPECTOR	O
PRINCIPAL STOREKEEPER	L
PRINCIPAL SYSTEM ANALYST	W
PRINCIPAL TAX CLERK	L
PRINCIPAL TELEPHONE OPERATOR	J
PRINCIPAL VAULT CLERK	J
PRINTING OPERATIONS TECH 2	O
PROBATE ASSISTANT	H
PROBATE CLERK	I
PROGRAM ANALYST	J
PROGRAM COORDINATOR - TRANSPORTATION	N
PROGRAM DEVELOPMENT AIDE	M
PROGRAM DEVELOPMENT SPECIALIST	N

PROGRAM MONITOR	K
PROJECT COORD - JUVENILE COUNSELING AND RE	O
PUBLIC HEALTH EPIDEMIOLOGIST	T
PUBLIC HEALTH NURSE	T
PUBLIC HEALTH NUTRITIONIST	N
PUBLIC WORKS INSPECTOR	N
PUBLIC WORKS REPAIRER	M
PURCHASING ASSISTANT	I
PURCHASING EXPEDITER	M
RADIO DISPATCHER	I
RECEPTIONIST	G
RECEPTIONIST /TELEPHONE OPERATOR	G
RECYCLING AIDE	H
RECYCLING OPERATOR	K
RESEARCH AIDE	H
RESEARCH ASSISTANT	I
ROAD INSPECTOR	M
ROAD REPAIRER	K
SAFETY AND INSURANCE. CO	L
SAFETY OFFICER-HOSPI	R
SANITATION DRIVER	M
SANITATION WORKER	I
SECRETARIAL ASSISTANT	K
SECRETARIAL ASST TYPING	K
SECURITY GUARD	G
SENIOR CITIZEN PROGRAM AIDE	G
SIGN MAKER I	I
SIGN MAKER II	J
SOCIAL CASE WORKER	O
SOCIAL WORKER - ALL VARIANTS	O
SPECIAL EVENT COORDINATOR	O
SR ACCOUNT CLERK	I
SR ACCOUNTANT	Q
SR ADMINISTRATIVE ANALYST	N
SR ALCOHOLISM COUNSELOR	L
SR BRIDGE CONST. INSPECTOR/ ROAD INSPECTOR	N
SR BRIDGE CONSTRUCTION WORKER	Q
SR BUILDING MAINTENANCE WORKER	H
SR BUYER	O
SR CARPENTER	O
SR CARTOGRAPHER	P
SR CASHIER	H
SR CHILDRENS SUPERVISOR	L
SR CITIZEN PROGRAM AIDE	G

SR CLAIMS EXAMINER	L
SR CLERK	H
SR CLERK TYPIST	H
SR COMMUNITY SERVICE WORKER	N
SR COMPOST PROJECT WORKER*	N
SR COMPUTER OPERATOR	O
SR COMPUTER SERVICE TECHNICIAN	Q
SR COOK	H
SR COST ESTIMATOR PROPERTY IMPROVEMENT	N
SR COUNSELOR ADOLESCENT UNIT	O
SR COURT CLERK, PROBATE	K
SR CUSTOMER SERVICE REPRESENTATIVE	J
SR DATA CONTROL CLERK	I
SR DATA ENTRY MACHINE OPERATOR	H
SR DATA PROCESSING COORDINATOR	O
SR DATA PROCESSING PROGRAMMER	R
SR DATA PROCESSING PROGRAMMER/ SYST ANA	R
SR DATA PROCESSING SYSTEMS PROGRAMMER	R
SR DOCKET CLERK	H
SR DRAFTING TECHNICIAN	M
SR ELECTIONS CLERK	H
SR ELECTRICIAN	O
SR ENGINEER	T
SR ENGINEERING AIDE	M
SR ENVIRONMENTAL HEALTH SPECIALIST	R
SR EXTERMINATOR	N
SR GARAGE ATTENDANT	H
SR GRAPHIC ARTIST	M
SR GROUNDSKEEPER	I
SR INDEX CLERK	H
SR INVESTIGATOR - ADJUSTER	M
SR INVESTIGATOR -CNTY MEDICAL EXAMINER	N/A
SR JUVENILE DETENTION OFFICER	N
SR LEGAL STENOGRAPHER	H
SR LIBRARIAN	R
SR LOAN ADVISOR	K
SR MAIL CLERK	H
SR MAINTENANCE REPAIR	J
SR MASON	O
SR MECHANIC	O
SR MECHANIC/DIESEL	Q
SR MESSENGER	H
SR MICROFILM MACHINE OPERATOR	H
SR MOTOR VEHICLE OPERATOR	H

SR NETWORK ANALYST	V
SR PAINTER	O
SR PARKING ATTENDANT	H
SR PASSPORT CLERK	H
SR PAYROLL CLERK	K
SR PC AND DATA COMMUNICATIONS	R
SR PERSONNEL CLERK	K
SR PERSONNEL TECHNICIAN	Q
SR PLANNER - ALL VARIANTS	R
SR PLANNING AIDE	L
SR PLUMBER	O
SR PROBATE CLERK	K
SR PROGRAM ANALYST	M
SR PROGRAM DEVELOPMENT SPECIALIST	O
SR PROGRAM MONITOR	N
SR PUBLIC WORKS REPAIRER	N
SR PURCHASING ASSISTANT	K
SR RECEPTIONIST	H
SR RECEPTIONIST/TELEPHONE	H
SR RECORDS RETRIEVAL OPERATOR	H
SR RESEARCH ASSISTANT	J
SR ROAD INSPECTOR	N
SR ROAD REPAIRER	L
SR SECURITY GUARD	H
SR SOCIAL WORKER	P
SR STOCK CLERK	H
SR STOREKEEPER	J
SR SYSTEMS ANALYST	V
SR TAX CLERK	K
SR TELEPHONE OPERATOR	H
SR TRAFFIC ANALYST	I
SR TRAFFIC MAINTENANCE WORKER/SIGN MAKER 2	N
SR TREE CLIMBER	P
SR TREE TRIMMER	N
SR VAULT CLERK	H
SR WATER INSPECTOR	N
SR WATER TREATMENT PLANT REPAIRER	N
SR WELDER	O
STOCK CLERK	G
STOREKEEPER	I
STOREKEEPER AUTOMOTIVE	I
SUPERVISING ACCOUNT CLERK	L
SUPERVISING ACCOUNTANT	T
SUPERVISING CARPENTER	Q



SUPERVISING CASHIER	K
SUPERVISING CLERK	K
SUPERVISING CLERK TYPIST	K
SUPERVISING COST ESTIMATOR	O
SUPERVISING COURT CLERK	M
SUPERVISING DATA CONTROL CLERK	K
SUPERVISING DATA ENTRY MACH	K
SUPERVISING DOCKET CLERK	K
SUPERVISING DRAFTING TECHNICIAN	O
SUPERVISING HEAT/A.C. MECHANIC	Q
SUPERVISING INDEX CLERK	K
SUPERVISING LEGAL STENOGRAPHER	K
SUPERVISING PAINTER	Q
SUPERVISING PASSPORT CLERK	K
SUPERVISING PERSONNEL CLERK	M
SUPERVISING PLUMBER	Q
SUPERVISING PROBATE CLERK*	M
SUPERVISING RECEPTIONIST	K
SUPERVISING ROAD INSPECTOR	P
SUPERVISING TAX CLERK	M
SUPERVISING TELEPHONE OPERATOR	K
SUPERVISOR OF CUSTOMER SERVICE	K
SUPERVISOR OF HOUSING REHABILITATION	R
SYSTEM ANALYST	U
TAX CLERK	H
TAX RESEARCH EXAM & INVESTIGATOR	M
TEACHER JUVENILE FACILITY	O
TELEPHONE OPERATOR	G
TRAFFIC ANALYST	H
TRAINING TECHNICIAN-COMPUTER TECHNOLOGY	P
TRANSPORTATION ANALYST	L
TREE CLIMBER	O
TREE TRIMMER	M
TRUCK DRIVER	M
VAULT CLERK	G
VETERANS SERVICE OFF	L
WASTE FLOW INVESTIGATOR	P
WATER INSPECTOR	L
WATER TREATMENT PLANT OPERATOR	P
WATER TREATMENT PLANT REPAIRER	K
WEIGHMASTER	M
WELDER	N
WELDER'S HELPER	K
YARD SUPERVISOR	P

YARD WORKER  
YOUTH WORKER

M  
G

\* Not available for future use