

AGREEMENT

BETWEEN

MAYOR AND COUNCIL, TOWNSHIP OF BURLINGTON

AND

**COMMUNICATIONS WORKERS OF AMERICA
LOCAL 1036**

BLUE COLLAR AND DISPATCHER UNIT

JANUARY 1, 2021 – DECEMBER 31, 2023

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I. PREAMBLE

This agreement entered into by Mayor and Council of the Township of Burlington hereinafter referred to as the "Employer", and the CWA, hereinafter referred to as "Union", has as its purpose the promotion of harmonious relations between the Employer and the Union; the establishment of an equitable and peaceful procedure for the resolution of differences; and the establishment of rate of pay, hours of work, and other conditions of employment.

II. RECOGNITION

The Employer recognizes the Union as the bargaining agent for the purpose of establishing salaries, wages, hours and other conditions of employment for all its employees in the classifications listed under Annex B, Salaries, attached hereto, and by reference, made as part of the Agreement. This recognition, however, shall not be interpreted as having effect of, or in any way abrogating the rights of employees as established under Laws of 1968, Chapter 303.

Length of Contract and Salary Increases:

Post-2008 Schedule:

Effective 1/1/2021	\$1.50 per hour plus 2.0% all in base
Effective 1/1/2022	2.25% added to base
Effective 1/1/2023	\$1.25 plus 2.0% all in base

Pre-2008 Schedule:

Effective 1/1/2021	2.25% added to base
Effective 1/1/2022	2.25% plus \$250 all in base
Effective 1/1/2023	2.50% added to base

This contract maintains two (2) salary schedules for Laborers. Section A shall cover those Laborers hired between July 1993 and November 1995. Those hourly rates as found elsewhere shall apply to all employees hired after January 1, 1996 or are at the top rate (6th step) in 1996 unless otherwise provided for.

III. GENERAL RULES

- A. The proposed salary ranges shall be established and applied to all authorized classified positions, except where positions and salary are set by statute, part-time employment or professional services on specialized basis.
- B. The minimum rate shall be the hiring rate for each title. Employees with special skills or experience may be hired in excess of the minimum hiring rate at the discretion of Management. In the event that the employee shows special skills and his/her work record and performance are above average, the Management may advance the employee to a higher rate within his/her classification, premature to his/her "after first year" increase. Management shall notify the Union, in writing within thirty (30) days of any action taken under this paragraph.
- C. Whenever an employee is promoted or reclassified from one class or title to another having a higher salary range or when the salary range of his/her classification is increased, then his/her salary shall be adjusted to the minimum of the new range or at a step commensurate with old rate whichever is closer. In no case shall it be lower than the old rate of former classification. Progression to the next salary step will occur one (1) year from the date of promotion or sooner at Management's discretion.

- D. Rates of compensation provided for in these regulations are fixed on the basis of full-time service.
- E. During the term of this Agreement, the pay scale will not be reduced unless by mutual agreement of both parties.
- F. An employee who performs work in a higher classification than his own, and assumes all of the responsibilities and duties of said classification for more than two (2) hours in any one day, shall be paid for all hours worked that shift at a step in the upgraded classification that is equal to the step in the employee's current classification. (Example: 2nd step Laborer to 2nd step Truck Driver).
- G. All salaries and wages shall be paid weekly.

H. Management Rights

1. The Township hereby retains and reserves unto itself, without limitation, all power, rights, authority, duties and responsibilities conferred upon and vested in it by the applicable laws and regulation of the State of New Jersey, including, but without limiting the generality of the foregoing right:
 - a) To the executive management and administrative control of the Township, and its properties and facilities, and the activities of its employees, subject to the New Jersey Employer-Employee Relations Act;
 - b) To hire all employees, and subject to the provisions of law, to determine their qualifications, and the conditions for their continued employment, or their dismissal, fine, suspensions, or demotion; and to promote, and transfer all such employees; all in accordance with the applicable laws and regulations;
 - c) To establish programs and objectives, including special programs, and to provide for all needs and services for the residents of the Township and persons who utilize Township services, all as deemed necessary or advisable by the Township;
 - d) To decide upon the means and methods of providing all services, selection of equipment, materials, and the utilization thereof by the Township employees or every kind and nature;
 - e) To determine work schedules, the starting and ending hours of employment, and duties, responsibilities, and assignments of employees with respect thereto.
 - f) To determine emergencies and the means and manner to cope with therewith and to determine when said emergencies have terminated.
2. The exercise of the foregoing powers, right, authority duties and responsibilities by the Township, the adoption of policies, rules, regulations, practices, resolutions and ordinances, in furtherance thereof; and the use of judgment and discretion in connection therewith; shall be limited only by the specific and express terms of this agreement and applicable laws and regulations and then only to the extent such specific and express terms hereof are in conformance with the applicable laws and regulations of the State of New Jersey.
3. Nothing contained herein shall be considered to deny or restrict the Township of its rights, responsibilities and authority under any national, state, county, or local laws, regulations, resolutions or ordinances.
4. All of the foregoing powers, duties and authority shall be exercised or not exercised at the sole discretion of the Township and the exercise or lack of exercise therefore shall be at the sole discretion of the Township and reviewable, if at all only the extent provided for by Civil Service

laws of the State.

IV. DETAILED PLAN

A. SALARIES AND WAGES

1. All employees in classification listed in Annex B will review the salaries and wages set forth within Annex B for the years 2021, 2022, and 2023, respectively. Said wages will be paid retroactive to January 1 of the appropriate year unless otherwise noted and shall include overtime and be effective upon passage of the Township Salary and Wage Ordinance. Chapter 78 health care contributions shall not be deducted from retroactive compensation payments for 2021 and 2022.
2. In the event the Civil Service Commission eliminates any job title which is currently in the bargaining unit and workers are placed into either an existing job title or a newly created job title, the employer agrees to negotiate over the wage rate of the job title(s) in which workers are placed if there is no wage rate to cover that particular title. Such negotiations will only be concerned with the wage rate for the newly created title and will have no effect on any existing rates in the salary scale.
3. Additionally, in the event that two or more existing job titles which are currently paid at different rates are consolidated into one title, the pay rate of the highest rated job shall become the wage rate for the consolidated title.
4. Effective January 1, 2013 longevity pay will be paid to all classified permanent Civil Service Commission employees covered by this contract in accordance with the following schedule unless otherwise provided for by mutual agreement between the parties.

Years of Service	Hired Prior January 1, 1988 % of Base Wages	Hired After January 1, 1998 Flat Amount
5 Years	2 ½%	\$900.00
10 Years	5%	\$1,400.00
15 Years	7 ½%	\$1,900.00
20 Years	10%	\$2,400.00
25 Years	12%	\$2,450.00

a) Effective January 1, 2013 all employees receiving longevity will have the dollar value of that longevity established and frozen as of that time for the duration of this agreement only.

b) New hires as well as those not entitled to longevity payments as of January 1, 2013 will not be entitled to longevity compensation for the length of this agreement.

5. STIPENDS

Employees designated by the Township to hold a Playground Safety Certification shall receive an annual stipend of \$800.00.

Employees designated by the Township to hold a qualifying Pesticide Applicator's license shall

receive an annual stipend of \$1,000. Stipends shall be paid to the following number of employees: four (4) in Roads; one (1) in Water; one (1) in Sewer; two (2) in Recreation. Stipends for Pesticide Applicator will be effective January 1, 2021.

B. WORK SCHEDULE

1. The regular starting or work shifts will not be changed without forty-eight (48) hours advance notice to the affected employees. Emergency circumstances shall preclude this procedure.
2. Where the nature of the work involved requires continuous operations on a twenty-four (24) hour per day, seven (7) day per week basis, classified employee so assigned will have their schedules arranged in such a manner which will assure, on a rotation basis, that said employee will have an equal share of Saturdays and Sundays off, distributed evenly as possible throughout the year.
3. Where more than one (1) work shift per day exists within a given classification, and the shifts are not on a rotation basis, classified employees will be given preference of shifts in accordance with their seniority, whenever practicable. A shift premium will be paid in accordance with the provisions set forth in Annex A attached hereto and made apart hereof by reference. An employee working on a shift who extends over into another shift and entitled to overtime compensation for the work performed in the other shift shall be paid overtime compensation in accordance with the pay scale for the initial shift and in accordance with the Section 3G of this contract.
4. Both parties agree to eliminate the MOU 98-R216 provided that the Township will work with the Union to develop a weekend work schedule that is mutually agreed on for those employees in the Recreation Department.

C. PERSONAL LEAVE

1. Each employee shall be allowed up to five (5) days personal leave three (3) paid, two (2) unpaid, which may be used for personal business that can only be attended to during regular business hours with permission of their immediate supervisor. The first three (3) personal leave days granted shall be the paid days. Personal leave time will not be accumulated. An employee hired after the start of any given year under this contract shall receive an appropriate amount of paid personal time pro-rated upon remaining portion of the year that the employee is anticipated to work. Should the employee leave the Township service for any reason prior to the end of any year and has taken all of the initially entitled paid personal time, the Township will be reimbursed by the employee for the amount taken in excess of what was entitled. Should an employee not have to use any or part of paid personal time in any given year of this contract, then one-half (1/2) of said unused time will be credited to that employee's sick leave account in the subsequent year, but in no case shall such transfer be made for less than whole hours of sick time.
2. BIRTHDAY: Normally taken on actual birthday, can be taken on any day if agreed on by Department Head with at least a one (1) week notice prior to actual birthday by employee. Failure to notify Department Head as stipulated may result in forfeiture of said day. Employee having taken his/her birthday prior to actual occurrence and leaves Township service shall reimburse the Township the equivalent of one (1) days' pay.

D. HOLIDAYS

1. Any employee (*exclude Police Communications Clerk/Police Aide refer to Annex C*) shall receive time off with the pay for each of the following holidays;

New Year's Day

Columbus Day

Martin Luther King's Birthday
President's Day
Good Friday
Memorial Day
Third Friday in June (as of 2022)
Fourth of July
Labor Day

General Election Day
Veteran's Day (Nov. 11)
Thanksgiving Day
Day after Thanksgiving
Christmas Day

2. If any of the foregoing holidays fall on a Sunday, Monday shall be considered as the Holiday. If any of the above Holidays fall on a Saturday, Friday shall be considered as the Holiday.
3. If one of the preceding holidays falls within the employee's vacation period or scheduled days off, the employee shall receive an additional day off to be authorized by his/her supervisor.
4. Holiday pay will not be granted whenever an employee is absent during any portion of the work day before or after the day on which the holiday is celebrated except during vacation or unless the employee brings a doctor's excuse, or unless the employee brings a note from a child's school with a date and time of pickup or drop-off and the reason is not for vacation or other holiday related time off. Those employees who are scheduled a year in advance and work the actual holiday will be excluded from bringing in a doctor's excuse.

E. BEREAVEMENT LEAVE

1. A maximum of five (5) paid bereavement leave days will be granted to provisional and permanent full-time employees for a death in the immediate family. Immediate family shall include mother, father, spouse, domestic partner, civil union partner, (as defined under NJ State Domestic Partnership and Civil Union Laws), sister, brother, children, child of such for whom the employee has legal guardianship and physical custody, stepsiblings, stepchildren, stepparents and spouse's parents. A maximum of three (3) paid bereavement leave days will be granted to provisional and permanent full-time employees for the death of a brother-in-law, sister-in-law and employee's grandparents. A maximum of one (1) paid bereavement leave shall be granted to all provisional and permanent full-time employees for the death of an aunt, uncle, niece, nephew, and spouse's grandparents. An additional two (2) days will be granted for out-of-state travel requirements if the funeral is more than five hundred (500) miles one-way. If requested by the Township Administrator, employee shall provide proof of family member's death (i.e. newspaper clipping, obituary, copy of death certificate.) Provided however, that should an employee be on an approved vacation leave at the time of the death of any aforesated family members, vacation leave will be superseded by bereavement leave for the allowable number of days cited herein.

F. LEAVE OF ABSENCE

1. A permanent employee holding a position in the classified service, who is temporarily either mentally or physically incapacitated to perform his/her duties, or who temporarily desires to engage in a course of study such as will increase his/her usefulness on his return to the service, or who for any reason considered good by the Mayor and Council, be granted special leave of absence without pay for a period not exceeding six (6) months. Any employee asking for a special leave without pay shall submit his/her request in writing stating the reason why, in his opinion, the request should be granted and the date of his/her return to duty. For each separate case of special leave without pay other than as herein provided under the statutes shall, at the time leave is approved, determine whether the employee granted such leave shall be entitled to his/her former position on his/her return from such leave or whether his/her name shall be placed on the re-employment list for this class. Any employee granted a leave of absence by the Mayor and Council (not to exceed six (6) months) shall not accumulate seniority while on said leave of absence. When an employee requests a medical leave of absence in writing to the Mayor and Council, it must be accompanied by a Doctor's note stating reason for this leave. Upon the employee's return from his/her leave of absence a Doctor's note must be provided that the

employee is clear to return to work. Doctor's notes are required for Medical Leave of Absences only.

2. For a leave of absence other than medical, employee is responsible for 100% of fringe expense and/or premium. Payment to the Township shall be made on a monthly basis. Payroll deductions for such coverage will be continued and payable during this period by the employee. Sick and vacation time will be pro-rated on the basis of actual years of service less leave time. Holidays occurring during such leave period will be unpaid and not transferable to later date(s). Such provisions are expected in case of veterans as provided by Federal Law. Leaves of absence will be in accordance with the provisions contained in a subtitle III of Title II of the Revised Civil Service Statute.
3. The Township shall promulgate a Donated Leave policy which shall be made available to all employees covered under this agreement (Annex C).

G. HOURS-WORK AND OVERTIME

This section excludes Police Communications Clerk/Police Aide – refer to Annex C.

1. The normal workday shall consist of eight (8) continuous hours and a normal workweek (40 hours) shall consist of five (5) workdays. During any work week employee shall be granted two (2) consecutive days off.
2. Authorized overtime is subject to approval of Department Head.
3. For the purpose of payroll calculations, the workweek shall commence at 12:01 A.M. Sunday.
4. Pay checks to be issued every Friday.
5. For those employees who regularly work a forty (40) hour week, overtime compensation shall commence when the employee's time worked exceeds forty (40) hours per week or exceeds eight (8) hours per day.
6. Authorized overtime compensation shall be computed at an hourly rate equal to one and one half (1 ½) times the equivalent hourly rate, and double (2) times the equivalent hourly rate on the seventh (7th) consecutive day worked. Authorized Holiday work compensation will be computed at double time plus the day's pay. Workweek is defined as found above. Holidays, vacation days, and paid sick days may be counted toward the forty (40) hours per week for the overtime only. Overtime after the first 1/10th hour shall be computed to the nearest 1/10th hour. Employees who work six (6) consecutive hours beginning at 3:30 P.M. (day shift) or 11:30 P.M. (night shift) shall receive \$5.00 for meal allowance. Employees called into work on holidays or from a non-duty status shall be entitled to said meal allowance following fourteen (14) consecutive hours of work.
7. A receipt must be submitted to immediate supervisor within forty-eight (48) hours of occurrence to be reimbursed. Township shall take steps to ensure that necessary funds are available from petty cash to cover the above obligation promptly on presentation of receipt. In appropriate situations, Township may advance funds for the above purpose with obligation upon employee to turn in by the next working day a receipt for the moneys so advanced.
8. Overtime shall be distributed equally insofar as practicable, among the employees who are qualified and able to perform the required work. Qualified workers will be called after those employees on said classification have been asked.
9. The Management will diligently attempt to give employees at least a half of an hour (1/2) notice of all overtime work.

10. If the situation arises whereby the Management cannot fill its overtime requirements after exhausting all of the procedures for a said classification as herein agreed and set forth, then the employees who are in the classification to do the job with the least amount of logged overtime will be assigned to do the work.
11. The Supervisor shall maintain and post once a week after payroll is completed, a current list of employees and the amount of overtime they have worked and refused by classification. The Supervisor will be responsible to keep the overtime hours during the week which may be reviewed by an employee at any time upon request. Employees who are in said classification and have logged the lowest amount of overtime will be given preference for the scheduled overtime work. Any employee who directly refused overtime assignments will be charged for the amount of hours worked by his/her substitute. Shared employees and any employee on any leave/suspension for more than thirty (30) days, upon returning to work, employee's total overtime hours will be equal to the lowest employee in his/her classification.

The parties agree to discuss on-call scheduling and compensation during the term of this contract. Any agreements reached require final approval by the union membership and the Township governing body.

12. Employees called into work from home on an emergency call-out, outside their regular work day, shall be guaranteed a minimum of two (2) hours pay prior to 11:00 PM and three (3) hours pay after 11:00 PM at the hourly rate equal to one and one-half (1 ½) times the equivalent hourly rate.
13. All permanent vacancies or new jobs shall be posted on all bulletin boards for five (5) working days.
 - a) If the job opening is promotional, present full-time employees will be given preference of the job in accordance with Civil Service.
 - b) With permission of the Department Head, present full-time employees shall be allowed to transfer to different sections of the Public Works Department even if the classification is the same, provided they have just reason for such transfer and a vacancy exists.
14. Any employee who retires prior to contract settlement shall receive all benefits and responsibilities of the contract in force at the time of retirement unless otherwise provided for.
15. All departments will be guaranteed a fifteen (15) minute break in the morning and a fifteen (15) minute break in the afternoon.
16. All departments will be guaranteed a one (1) hour break during the first shift to be scheduled by management, except where otherwise mutually agreed to in writing by Union and Employer. (See attachment dated June 12, 1989-Change in work hours)

H. WORKER'S COMPENSATION, SAFETY & HEALTH

1. Employees disabled with job related injuries and unable to work will receive full pay from the Township and will endorse compensation checks received over to the Township. The time limit will be determined by the compensation doctor. When the compensation doctor determines that an employee may return to work, the Township checks will cease unless the employee returns to work.
2. As practical, the Employer shall at all times maintain safe and healthful working conditions and will provide authorized employee with:

- a) Summer and winter uniforms properly suitable for seasonable weather conditions, including coveralls with the approval of Management.
 - b) Tools or devices reasonably necessary in order to insure their safety and health.
 - c) Rain gear and rubber pullover boots.
 - d) Approved safety work shoes not to exceed \$166.00, on or about July 1 of each year of this contract. Basic style and safety features to be determined by Management. Employee is responsible for purchasing said shoes. Reimbursement to be made with original receipt and Township voucher.
 - e) Management reserves the right to provide additional safety work shoes as may be necessary where a showing of extraordinary wear and tear may be evident. Those authorized employees are expected to maintain said safety work shoes through proper care in polishing and weathering. Shoes will not be replaced due to loss or abuse.
 - f) When job related, the Township shall reimburse the employee for CDL License Renewal and shall provide for the required physical.
 - g) The Township shall provide for any required professional license when job related.
 - h) Any article provided by the Employer is to be worn only during working hours. Articles are the property of Burlington Township, but the sole responsibility of the employee. Articles lost or stolen shall be paid for by the employee who has been assigned the articles.
 - i) Work uniforms shall be worn by all authorized employees and the Township shall provide such clothing and cleaning, such uniforms shall be limited to that provided by the Township. The Township shall designate the source, style, material and all other features and aspects of the uniforms.
 - j) Uniforms will not be worn other than while on duty for Burlington Township. Safety equipment and uniforms must be worn as prescribed by the Employer. All safety and health rules must be obeyed by the employee and the employer. The principal of "work then grieve" shall apply in all cases.
3. All safety problems reported by the employees shall be reviewed by the Mayor's Safety Committee. If a solution cannot be reached on mutual agreement, then the problem can be handled as a grievance.

I. EQUAL TREATMENT

The Township agrees that there will be no discrimination or favoritism practiced upon or shown employees for any reasons of sex, age, nationality, race, religion, marital status, political status, political affiliations, sexual orientation, gender expression (as defined under NJ State Law), national origin, color, handicap, Union membership, Union activities, or the exercise of any concerted rights or activities or any other legally protected class. For the purposes of this Agreement, he shall be a generic term referring to any employee regardless of their sex. Said usage is not intended to be discriminatory or sexually biased.

J. GRIEVANCE AND ARBITRATION PROCEDURE

Any grievance or dispute which may arise between the parties, including the application, meaning or interpretation of this Agreement shall be settled in the following manner:

Informal Step:

Whenever practical, an employee who believes that he or she might have a grievance, shall meet with their union representative and supervisor or other appropriate management representative in an attempt to informally resolve the grievance. Management shall respond within five (5) working days.

Step 1

A grievance must be filed initially within ten (10) working days from the date or any date on which the act, which is the subject of the grievance, occurred, or ten (10) working days from the date on which the grievant should reasonably have known of its occurrence. The grievant shall prepare his/her grievance in writing on forms approved by each party and submit same to the Department Head or designee (who shall not be a member of the bargaining unit) who shall schedule, hear and determine the grievance within fifteen (15) working days after receiving it. The decision of the Department Head or designee shall be made in writing and in triplicate and copies thereof, together with copies of the grievance, shall be served upon the grievant, the Union and the Township Administrator within said twenty (20) working day period.

Step 2

Upon receipt of a determination by the Department Head or designee, the Union representative shall have a period of days ten (10) working days to appeal such determination to the Township Administrator or designee who shall schedule, hear and determine the grievance within fifteen (15) working days after receiving it. The Township Administrator or designee shall hear the grievance de novo and issue a decision in writing and in triplicate and copies thereof, together with copies of the grievance and previous decision, shall be served upon the grievant, and the Union representative within said fifteen (15) working day period.

Step 3

Upon receipt of a determination of the Township Administrator or designee, the Union shall have thirty (30) working days to appeal such determination to arbitration pursuant to the rules of the Public Employee Relations Commission.

In the event of arbitration proceedings, affected employee(s) shall be allowed time off, with pay for the purpose of attending such proceeding and be it further recognized that the cost of an arbitrator shall be borne on a shared basis. The costs of witnesses shall be the sole responsibility of the party calling for action.

Grievances of minor disciplinary actions (five (5) day suspensions or less) shall be filed directly at Step 2 of the Grievance Procedure.

K. RIGHTS AND PRIVILEGES OF THE UNION.

1. Representatives of the Union shall be permitted a reasonable amount of time to transact joint Union and Management business on the premises as long as it does not interfere with assigned duties.
2. Employees designated by the Union may be granted a leave of absence upon request of the Union President for Union Business. Such leave will be treated as personal leave without pay and permission for such leave may be withheld if operational consideration so requires. Such leave will be considered as time worked for the purpose of seniority accrual and other benefits, provided that such leave does not exceed ten (10) workdays. Upon designation by the Union, the Township agrees to allow three (3) employees to attend union conferences or training sessions for up to three (3) days with pay. Attendance will be determined upon work force availability and must be requested by the Union or designated employee at least one (1) week in advance. Certification of attendance will be required. The Union may have use of a meeting room in the Township Buildings when appropriately scheduled through the proper authority. No employee shall be allowed to be called in and have charges put against him/her by the Management without being represented by a shop representative.

L. UNION DUES.

The Township agrees to deduct weekly from the base pay of each employee, who furnishes a written authorization for such deduction in a form acceptable to the Township the amount of monthly Union Dues. Dues shall be per month or such amount as may be certified by the CWA to the Employer at least thirty (30) days prior to the month in which the deduction of Union Dues is to be remitted by the Employer to the CWA, 1 Lower Ferry Road., West Trenton, NJ 08628, by the tenth (10) calendar day after such deductions are made, together with a list of employees from whose pay such deductions were made. A copy of such list shall also be delivered to the CWA President.

The CWA agrees to indemnify and hold the Township harmless against any and all claims, suits, orders of judgments brought or issued against the Township with regard to the dues check-off, except for any claims that result from negligent or improper acts of the Township or its agent or servants.

1. Dues deduction may only be stopped if the employee so requests. Any such request must be in writing and submitted to the Township prior to December 15 of any given year. Dues shall be halted beginning with the first pay period of each calendar year.
2. The Township will supply the Union a copy of any request to halt dues.
3. If during, the life of this Agreement, there shall be any change in the rate of membership dues, the Union shall furnish to the Township written notice prior to the effective date of such change, and shall furnish the Township a certified copy of the Resolution, indicating dues changes and the effective date of such changes.

M. BENEFITS

Group Insurance Plan for Employees

1. Health Benefits - The Township shall participate in a Health Benefits program to provide for Hospital, Surgical, and Major Medical Benefits Coverage. The Township will provide for a self-insurance program.
2. Employee contribution to premium cost shall be in accordance with applicable law and shall be made by payroll deduction. Chapter 78 employee contributions shall not be deducted from retroactive compensation for 2017 and 2018. The Township shall not increase health insurance premiums in 2017, 2018 or 2019.
3. The Plan shall be available for full time permanent employees and their spouse/civil union partner and dependents. Provisional employees shall be eligible for single coverage only commencing on the first of the month after thirty (30) days from hire date through the 90-day working test period. (Example: employee hired on 8/14 will be put on benefits as of 10/1). Upon successful completion of the working test period coverage can be extended to spouse/civil union partner and dependents. Employees who opt not to extend coverage to spouse/civil union partner and/or eligible dependents, the Township will make a payment to that employee in the amount of 25% of the difference between the premium rates.
4. There shall be no changes in the group hospital plan or any type of insurance presently maintained and paid for by the Employer and the Employees, except in the case of a new plan that is equivalent or better.
5. The Township will provide the established limit for Health Benefits from date of retirement until employee becomes eligible for Medicare. Reimbursement for said amount will be made upon submission and acceptance of Township voucher. In order to be eligible to receive the limit of Township coverage, the following conditions shall apply:

- a) An employee must have twenty-Five (25) total years of service with the Township of Burlington or employed by the Township prior 1971.
- b) An employee who retires prior to fifty (50) years of age after twenty-five (25) years of service shall be entitled to have the Township pay 50% of the present limit with the remainder paid by the retiree.
- c) An employee who retires or is retired after attaining the age of 50 and after twenty-five (25) years of service or employed by Burlington Township prior to 1971 shall be entitled to have the Township pay 75% of the present limit with the remainder paid by the retiree.
- d) Upon reaching the age of fifty-five (55), the Township will provide 100% of the present limit with the remainder paid by the retiree.
- e) Health Benefit coverage will only be extended to the retiree and spouse. Any additional coverage for dependents shall be borne strictly at retiree's expense at the Township rate.
- f) Retiree payments must be made to the Township on a quarterly basis. The Township shall notify retiree in the event of a rate change that will affect quarterly payments. Should payments not be received by the Township on the last day of the month due or within thirty (30) days, Township provided coverage may be discontinued. It is fully understood and agreed between the parties that it shall be the retiree's sole responsibility to maintain the prompt payment of any and all co-payment amounts. The Township will endeavor to contact the retiree should payment become delinquent in a reasonable manner.
- g) Should a retiree opt not to avail to this benefit and decline participation at any time there shall be no readmission or availability of this benefit at any subsequent date.
- h) It is the intent of the Township of Burlington to provide for the continuation of existing coverage at a level equal to that at the time of retirement to the eligible retiree until eligible for Medicare.
- i) In the event the chosen coverage provider amends its coverage requirements or imposed conditions on the retiree over which the Township has no actual contractual control, the Township will not be obligated to provide additional or different insurance coverage to substitute for the coverage at the time of retirement. The Township shall continue such coverage for retirees as is set forth in this agreement hereafter to the extent such coverage remains permissible under New Jersey Law.
- j) Should a retired employee receive Health Benefits equal to or better than the Township's coverage as a benefit of spouse's employment Burlington Township will not provide any Health Benefits for that employee. Retired employee must provide the Township with certification of such coverage or lack thereof as it applies to this benefit.
- k) Should a retired employee be provided Health Benefits equal to or better than the Township's coverage as a benefit of spouse's employment Burlington Township will not provide any Health Benefits for that employee. Retired employee must provide the Township with certification of such coverage or lack thereof as it applies to this benefit.
- l) For the purposes herein provided Health benefits shall be defined to include: Major Medical, Vision, Dental, and Prescription coverage. The Township will participate 50% up to \$500 for supplemental insurance from age 65 until death of the employee only who is eligible to receive aforementioned benefits after retirement. Should these benefits be increased after the signing of this agreement, any employee who retires from the date of

the signing of this agreement and forward shall receive such increase in benefits.

m) For an employee that has filed the appropriate PERS Retirement application and does retire and has reached Medicare age shall have the Township provide single coverage for employee spouse/civil union partner for a maximum of two (2) years or until spouse/civil union partner is eligible for Medicare whichever is less.

6. Dental. The Township shall at its expense provide a dental care program for the employee and his family if eligible depending upon employee's date of hire. CWA may request a renegotiation of the existing dental care programs provided by the Township by serving written notice on the Township Administrator at least ninety (90) days prior to the end of the term of the existing program.

7. Life Insurance. (Permanent Employees eligible) The Township of Burlington has a group life insurance plan for members of Public Employees Retirement System of New Jersey. The following coverage for non-contributory and contributory insurance plan members:

Less Than age 70	3 times salary
Age 70 or older	3/8 times salary

Contributory insurance is .55% of your salary and is paid by the employee.

8. Prescription Plan. The Township shall provide a co-pay Paid Prescription plan for its employees and their families if eligible depending upon the employee's date of hire according to the following:

Brand:	\$10.00
Generic:	\$ 5.00

Mail Order – 3 month supply @ 2x specific co-pay \$10.00 Brand, \$5.00 Generic

9. Vision Care. The Township will provide \$300 every two (2) years to those employees covered under the Township's Self-Insurance health plan for the employee, spouse/civil union partner and covered dependents to the maximum of \$1,200 every two (2) years. Effective January 1, 2019, increase to \$350.00 every two (2) years to a maximum of \$1,400.

10. Disability Plan. The Township shall provide a State of New Jersey disability plan for its employees. Employees will be charged by means of a payroll deduction in an appropriate manner at whatever rate the State of New Jersey determines to be the cost to the employee for the life of this contract.

11. Insurance Buy-Back. The Township agrees to make a payment to any employee who elects to waive their rights to certain insurance coverage provided by the Township. The payment will be on a calendar year basis and will be paid to those employees who had filed a waiver of coverage with Personnel for the coming year.

12. The waiver must be filed at least one (1) month in advance of the effective date of the waiver. The amount of payment per year for a waiver of the medical-surgical-major medical coverage as follows:

HEALTH:

SINGLE	\$1,400.00
PARENT/CHILD	\$2,300.00
HUSBAND/WIFE	\$3,200.00
FAMILY	\$4,100.00

PRESCRIPTION:

SINGLE	\$400.00
PARENT/CHILD	\$600.00

HUSBAND/WIFE	\$850.00
FAMILY	\$1,000.00

<u>DENTAL:</u>	
ALL	\$100.00

13. If an employee elects to rejoin the Township group coverage, the employee shall make application to do so, and the employee shall pay to the Township the pro-rata portion of any unearned portion of the waiver payment previously paid to the employee. An employee may only rejoin during an open enrollment period, if applicable.

14. In the event that employees are married or become married while both parties are employed by the Township, the Township will only provide health benefits to one (1) of said employees. Said employee as covered under spouse's health plan shall not be eligible for insurance waiver.

15. Annual Vacations.

a) An employee hired by the Township of Burlington shall be entitled to receive by way of vacation one (1) day per month of employment to a maximum of twelve (12) days of vacation. New employees shall only receive one working day for the initial month of employment if they begin work on the 1st through the 8th day of the calendar month, and one-half working day if they begin on the 9th through the 23rd day of the month. Said vacation time shall be deemed the exclusive vacation time earned by an employee until after seven (7) years of service with the Township. After seven (7) years of service, the following schedule shall apply:

After 7 Years	15 days
After 13 Years	20 days
After 21 Years	25 days

b) Vacation shall be taken during the calendar year with up to five (5) allowable carry-over days with the approval of management. Employee may convert up to five (5) whole sick days in conjunction with carried over vacation for no more than a total of five (5) days. Said "carry-over" days must be used in the immediate succeeding year and are not cumulative. Employee must advise their Department Head of their carry-over request, in writing, no later than December 1, of any contract year. Vacations will not be restricted to any particular season of year but must be granted by the Township any time within the year. Employees shall be entitled to carry forward up to eight (8) unused vacation days from 2022 to 2023, and revert to five (5) days each year thereafter.

c) In the event that vacation days are not taken the cause is that of the Township, the Township may elect to pay, in cash, for said vacation or the employee may select alternate vacation days with approval of supervisor.

d) All vacation requests must be submitted, in writing, before March 31. First two (2) weeks of vacation will be subject to seniority preference. Vacation schedules may be changed only with approval of Management.

e) By November 1st of each calendar year, Police PSO's will be given a tentative schedule for that upcoming calendar year.

f) By December 1st, Police PSO's are encouraged to submit, in writing, and priority requests for leave entitlement for the upcoming year. Management shall answer vacation requests by January 15th.

- g) The first two weeks of vacation will be subjected to seniority preferences. Vacation schedules may be changed only with the approval of management.

Any employee who is laid off or retired by service of the employer, prior to taking his vacation, shall be compensated in cash for the unused vacation he has accumulated at the time of separation on a pro-rated basis for the year in which the employee leaves Township services. An employee who is separated from service for disciplinary reasons shall lose any vacation days accumulated but not used.

Each employee shall be notified in writing on or before January 1st of each year of his/her sick and vacation entitlement.

16. Sick Leave with Pay

- a) New employees shall only receive one working day for the initial month of employment if they begin work on the 1st through the 8th day of the calendar month, and one-half working day if they begin on the 9th through the 23rd day of the month. After the initial month of employment and up to the end of the first calendar year, employees shall be credited with one working day for each month of service. Thereafter, at the beginning of each calendar year in anticipation continued employment, employees shall be credited with 15 working days. If an employee requires none or a portion only of allowable sick leave for any calendar year, the amount of such leave not taken shall accumulated to his/her credit from year to year and he/she shall be entitled to such accumulated such leave with pay if and when needed.
- b) Sick leave for purposes herein is defined to mean absence from duty of an employee because of personal illness by reason of which such employee is unable to perform the usual duties of his/her position, exposure to contagious disease, a short period of emergency attendance upon a member of his/her immediate family seriously ill and requiring the presence of such employee.
- c) The total years of service after permanent appointment of each such employee in the classified Civil Service shall be considered in computing accumulated sick leave due and available.
- d) Any employee taking off sick shall notify their Department and/or Department Head within the hour prior to their starting time. Failure to comply will result in disciplinary action will be taken pursuant to Civil Service Commission rules and regulations.
- e) Employees shall receive one-half (1/2) day pay for all days of accumulated sick leave at retirement. Sick leave for the year in which retirement occurs will be pro-rated based upon the amount of paid service in the given year. If an employee is receiving sick pay at the time of retirement, such payments shall cease at the effective retirement date and all remaining sick leave shall be paid in a single payment at one-half (1/2) the regular rate.
- f) Effective January 1, 2001 employees may exercise the option of receiving the dollar equivalent for any unused sick time in one (1) specific year. In exercising this option, the employee shall submit a letter to the Department Head on or before January 1st requesting payment of said unused days up to the maximum earned and unused in the year of this option. Payment shall be made in the dollar amount of the year earned upon final passage of the Township Budget. Said hourly rate shall be that as of December 31 for the year of request. Exercising said option need not be consecutive nor continuous and shall be made at employee's selection. Employees hired after May 21, 2010 shall not be eligible to participate in the Sick Time Buy Back program.

- g) Retirement is defined as that time when employee formally files for pension benefits with the State of New Jersey.
- h) Nothing heretofore controlling, the provisions of N.J.A.C 4:1-17.18 shall control the handling of sick leave within the Township.
- i) Employees who were hired after May 21, 2010 may not receive upon retirement an amount greater than \$15,000 for unused sick leave. This is in accordance with N.J.S.A. 1A:6-19.2

N. SENIORITY

Seniority is defined to mean the accumulated length of continuous service with the Township computed from the last date of hire. In computing the length of service for purposes of determining seniority rights, all time taken in an unpaid leave of absence status shall not be counted in determining seniority. All time that an employee is suspended shall not be counted in determining seniority.

If a question arises concerning two or more employees who were hired on the same date, the following shall apply:

If hired prior to the effective date of the Agreement, seniority preference among such employees shall be determined by the order in which such employees are already shown on the employer's payroll records, first name, first preference, etc.

For employees hired on the same date subsequent to the effective date of this agreement, preference shall be given in alphabetical of the employee's last name. If permanent employee status is not affected, seniority can be computed from hiring date.

The employer shall maintain an accurate, up-to-date seniority roster showing each employee's date of permanent, temporary employment, classification and pay rate, and shall furnish copies of same to the Representatives upon request.

Except where New Jersey Civil Service Commission Statutes require otherwise, in all cases of promotions, demotions, layoff, recall, vacation schedules, work leader and other situations where substantial, employee with the greatest amount of seniority shall be given preference, provided he/she is qualified to perform the work involved.

O. QUALIFICATIONS OF EMPLOYMENT

No individual shall be initially hired by the Township on a permanent or provisional basis until such individual has been certified by a physician of the Township's choosing as fully capable of performing all the duties required in the position for which he/she is hired. In the event work is begun before a physical can be obtained, continued employment is contingent upon certification as stated above.

P. ANNUAL INCENTIVE

As an incentive for perfect attendance at work, any full-time permanent or provisional employee covered by this contract, who is employed by the Township as of January 1st of any year of this contract and who, during the ensuing months of the full calendar year shall not utilize any portion of his/her sick time, nor was suspended shall be awarded:

One year of perfect attendance	=	\$300
Two consecutive years	=	\$300

Three consecutive years = \$500

Annual Incentive will be issued by Payroll Check in the amount listed above or deposited in employee's Deferred Compensation Account. On or about January 31st of the year of entitlement in addition to his/her normal compensation. If injured on the job, such absence shall not count against the employee when calculating eligibility for the perfect attendance incentive award, provided that such injury is not due to the employee's own negligence.

Q. MULTI-YEAR CONTRACT

It is understood and agreed between the parties to this agreement that this contract shall be multi-year in nature and is designed to cover the labor and management understanding for all employees covered by this contract for four (4) years except that the provisions hereinafter detailed shall automatically change effective January 1 of the year of the contract term involved providing that in the legislation is required the effectiveness of the provisions shall be postponed until said legislation is adopted but shall be retroactive in any event until January 1 of the year involved.

R. TERMINATION

1. This agreement shall be effective as of the first day of January 1, 2017 and shall remain in full force and effect until the thirty-first (31) day of December 2020.
2. It shall be automatically renewed from year to year and thereafter, unless either party shall notify the other, in writing, ninety (90) days prior to the expiration date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin "no later" than sixty (60) days prior to the expiration day; and the Agreement shall remain in full force and effect during the period of negotiations and until notice of termination of this Agreement is provided to the other party in the manner set forth in the following paragraph.
3. In the event that either party desired to terminate this Agreement, written notice must be given to the other party, not less than thirty (30) days prior to the desired termination date, which shall not be before the expiration date set forth in the preceding paragraph.

S. SEPARABILITY AND SAVINGS CLAUSE

This Agreement is the entire understanding between the parties and in the event that any paragraph, section or subparagraph hereof shall be declared unconstitutional or contrary to prevailing law, it is the intent of the parties to allow the balance of the contract to survive as is and to adhere to the terms and conditions of the contract as if the offending paragraph were not a part of this contract and the balance of the Agreement shall remain in full force and effect.

T. FULLY BARGAINED FOR PROVISIONS

This Agreement represents the totality of the understanding and agreements reached between the parties and it is the intent of the parties that during the term of this agreement that neither side shall be required to negotiate or to renegotiate over any of the subjects herein contained and that the contractual understanding between the parties shall, during the terms of this Agreement, be governed by the provisions hereof.

ANNEX A

A. SHIFT DIFFERENTIAL

All employees covered by this contract shall be entitled to additional compensation for shifts worked. Such increased shall apply to the periods when said employee is working the shifts specified. Normal shift excludes those situations where the employee has been called in to perform some specialized task and applies to a continuous eight (8) hour work period following within the hour designations set forth below:

1. All employees excluding Police Communications Clerk or Police Aide

First Shift:	Hours falling between 7:30AM and 3:30PM \$0.00
	<u>2021</u> <u>2022</u> <u>2023</u>

Second Shift:	Hours falling between 3:30PM and 11:30PM \$0.75 per hour
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Third Shift:	Hours falling between 11:30PM and 7:30AM \$1.00 per hour
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2. Police Communications Clerk and Police Aide Shift Differential
 - a) In addition to base salary the Police Communications Clerk assigned to work those hours designated as the night shift, a twelve-hour period, shall receive a shift differential of \$1.00 per hour.
 - b) Said increase shall apply only to the periods when said employee actually works during the shifts specified above. Those employees reporting out sick during these shifts will be paid at their normal hourly rate without benefit of a shift differential compensation assuming proper sick leave procedures have been followed. The parties expressly agree that the Township has the authority to alter, from time to time, the starting and stopping time for any shift as the Township determines appropriate.
3. "Work Leader": In addition, the Supervisor may designate an individual to be "leader" during a shift; and individual appointed "leader" in addition to the above shall be entitled to an additional one dollar and fifty cents per hour (\$1.50) per hour; duties of said "leader" shall be as specified by the Supervisor.

ANNEX B

BURLINGTON TOWNSHIP POLICE COMMUNICATIONS CLERK AND POLICE AIDES

It is recognized that CWA is the bargaining representative for the Classified Police Communications Clerks of Burlington Township. The Classified Police Communications Clerks work within the Police Department. Because of the special nature of this position, certain unique provisions, which only apply to Classified Police Communications Clerks, have been incorporated with in this Annex to the base contract, to which this is an annex, shall control the employment relationship between the Classified Police Communications Clerks and the Township of Burlington.

A. HOURS WORK AND OVERTIME

1. Due to the emergency nature of work performed by the Police Communications Clerks, they will follow work schedules devised among the Police Communication Clerks and the Director of Public Safety, or his designated representative in Police Department.
2. Police Communications Clerks may work any number of consecutive days and not be in violation of contract. Anything worked over twelve (12) hours per day is overtime.
3. When a vacancy occurs and no full-time Police Officer or Police Aide or part-time Police Communications Clerk are available to fill said vacancy a trained full-time Police Communications Clerk will be offered overtime to fill said vacancy.
4. A normal workday shall consist of one (1) shift not to exceed twelve (12) hours.
5. A normal workweek shall consist of not less than thirty-four (34) hours and no more than forty-eight (48) hours.
6. Overtime shall be computed at one and one-half (1 1/2) times the normal rate of pay for those hours worked over the normally scheduled work shift.
7. No Police Communications Clerk will be allowed to work more than eighteen (18) consecutive hours, (12 regular/6 OT or 18OT), meal break included. A thirty-minute (30 minute) break will be provided during an additional six (6) hour shift.
8. Due to the emergency nature of the work performed by the Police Communications Clerk and need for adequate coverage of dispatching activities, the Police Department shall schedule meal breaks in appropriate and reasonable time period. However, should a Police Communications Clerk be required to work over six (6) consecutive hours, it is understood and agreed that no claim shall be made for meal allowance as found in section G., paragraph 5 of CWA Contract.
9. Consideration of sick, vacation and paid personal days shall be on the basis of paid time off equal to and commensurate with the actual time and hours worked. Should the normal work schedule revert to an eight (8) hour day and a forty (40) hour week, CWA, specifically Police Communications Clerks understands and agrees that the computation of sick, vacation and paid personal day shall also revert to an eight (8) hour paid day off and no claim be made by CWA, specifically Police Communication Clerks for any days, additional time and moneys earned, accumulated or not taken while operating under twelve (12) hour shifts.

B. GRIEVANCE AND ARBITRATION PROCEDURE

These procedures shall be the same as stated in the base contract, except that the department is Public Safety, and the Director of Public Safety represents the position of Director/Department Head.

C. APPEARANCE IN COURT

A classified Police Communications Clerk who must appear in municipal court during his/her off duty hours, will be paid the same as is provided for a patrolman under their contract. This applies to appearance not only in Burlington Township Municipal Court, but in other Municipal Courts and in County Courts, provided that said appearances is for Township related matters only.

D. RULES AND REGULATIONS

Due to the Classified Police Communications Clerk being civilians, but working in the Police Department under Police Supervision and direction, there shall be a mutually agreed upon set of rules and regulations between the Chief of Police/Director of Public Safety and the classified Police Communications Clerks which are to be adopted for the operational aspects of the Police Department and that all classified Police Communications Clerks shall adhere to the provisions of said rules and regulations shall constitute a proper basis for disciplinary actions as that term is used within the provisions of the base contract.

E. CLEANING OF UNIFORMS

Personnel covered by the contract shall be entitled to a uniform clothing allowance of \$500 per year paid all at once, annually on or about December 1st.

F. HOLIDAYS

1. The following days shall be designated as holidays. Employees working a holiday will receive their normal days' pay plus time and a half (1 ½) for actual hours worked. If employees are scheduled off, they will receive 12 hours Holiday pay.

New Year's Day	Columbus Day
Martin Luther King's Birthday	General Election Day
President's Day	Veteran's Day (Nov. 11)
Good Friday	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Third Friday in June (as of 2022)	Christmas Day
Fourth of July	
Labor Day	

2. Due to the nature of work, that of a twenty-four hour a day seven days a week job, the holiday is counted as the actual day.
3. Holiday pay will not be granted whenever an employee is absent a full work day before or after the day on which the holiday is celebrated except during vacation or unless the employee brings a doctor's excuse, except those employees who are scheduled a year in advance and work the actual holiday will be excluded from bringing in a doctor's excuse.

G. FESTIVE HOLIDAYS

Christmas and Thanksgiving are designated as Festive Holidays. Shift employees working on the actual date of the holiday shall receive, in addition to their regular days' pay, an amount equal to two (2) times their hourly rate of pay for those hours worked on that day.

H. TIME CLOCK FOR POLICE COMMUNICATIONS CLERKS

Communication Clerks are no longer subject to clock-in and clock-out of work.

I. NEW HIRE PAY RATES FOR POLICE COMMUNICATION CLERKS

At the time of hire, the Township can pay an experienced Police Communication Clerk at a higher rate than the minimum starting salary.

Annex C

Township of Burlington CWA Contract Donated Sick Leave Policy

I. POLICY

It is the policy of the Township of Burlington to provide eligible employees with an effective means of tending to a serious injury or catastrophic health condition of their own or of a family member. The provisions of this policy shall be consistent with the provisions of the Federal Family and Medical Leave Act (FMLA), the New Jersey Family Leave Act (NJFLA), the Township of Burlington and CWA collective bargaining agreement. This program is voluntary on the part of the donor and the recipient.

II. DEFINITION

- A. Donated Sick Leave - Sick time in whole day increments.
- B. Eligible Employees:
 - 1. Donor - Regular full-time employee who have completed at least one year of continuous active employment within the organization.
 - 2. Recipient - Regular full-time who have completed at least one year of continuous active employment within the organization.
- C. Family Member – Family member means child, spouse, or parent of the employee as defined below:
 - 1. Child – Son or daughter of the employee, including biological, adopted, foster, or stepchild, legal ward, or a child for whom the employee stands *in Loco Parentis*. In addition, the child at issue must be either under age 18 or, if older, incapable of self-care because of a mental or physical disability.
 - 2. Spouse – Husband or wife as defined or recognized under New Jersey State law for purposes of marriage.
 - 3. Parent – Biological parent or an individual who stands or stood *in Loco Parentis* to the employee when he/she was a child. Parent-in-law is also included for the purposes of this policy.
- D. Serious Injury or Health Condition – An employee is unable to work due to injury or illness to him/herself or to a family member as defined under the FMLA guidelines.
- E. Catastrophic Illness or Injury – Catastrophic illness or injury is defined as a debilitating illness or injury that requires the employee to be on a prolong leave of absence from work for 60 or more working days within a year and requires:
 - 1. In patient care in a hospital (employee), hospice or residential care or
 - 2. Continuing medical treatment or supervision by a health care provider or
 - 3. A period of disability required which requires the care of a physician who provides medical verification of the need for employee's to be assent for 60 days or more.

Examples of such catastrophic illness or injury may include but not limited to cancer, brain or spinal injury/illness, heart attack, organ failure or debilitation, stroke, immune deficiencies, recovery from major surgery requiring prolonged leave, organ donation and life-threatening combinations of major illness or injury.

III. POLICY

- A. Recipient:
 - 1. A Township employee shall be eligible to receive donated sick leave if the employee:

- a. Has completed at least one year of continuous service;
 - b. Is suffering from a serious injury or health condition that is expected to require a prolonged period of absence from work;
 - c. Is needed to provide care to a family member who is suffering from a serious injury or health condition and
 - d. Has exhausted all accrued sick, vacation and unpaid leave.
2. A Township employee may request the Township Administrator approve his or her participation in the program as a recipient (Attachment "A").
 3. The employee requesting acceptance as a leave recipient shall submit medical verification from a physician or other licensed health care provider concerning the nature and anticipated duration of the disability resulting from the injury or health condition and the type of care necessary.
 4. When the Township Administrator has approved an employee as a leave recipient, the Human Resources Coordinator shall, with the employee's consent (or that of the family if the employee is unable), post or circulate the employee's name, along with those of other eligible employee, in a conspicuous manner to request the donation of leave time, and shall provide notice to all union representatives.

B. Donor:

1. A Township employee may request the Township Administrator or Human Resources Coordinator approve his or her participation in the program as a leave donor;
2. Must have completed one year of continuous service with the organization;
3. Shall donate whole days only and may not donate more than 5 such days to any one recipient;
4. Shall have remaining at least 20 day of accrued sick leave if donating such leave and
5. Shall not revoke the leave donation.
6. Donation of sick leave will not affect the donors:
 - A. Annual Perfect Attendance Incentive
 - B. Annual Sick Time Buy-Back

IV. TERMS AND CONDITIONS

- A. Accruals of Time – While using donated leave time, the leave recipient shall not accrue sick leave and vacation leave and be entitled to retain such leave upon his or her return to work.
 1. The recipient's time off will be charged to Federal Family and Medical Leave or New Jersey Family Leave as applicable.
 2. Any unused, donated leave shall be returned to the leave donors on a prorated basis upon the leave recipient's return to work. If the prorating of leave results in less than one day per donor to be returned, that leave time shall not be returned but shall be removed from the recipient's bank of time.
 3. The leave recipient shall not be granted supplemental compensation upon retirement for any unused sick days that he or she had received through the leave donation program should the recipient retires before all such leave is utilized.
- B. Employee Rights - The Donated Leave program is voluntary in nature. No employee shall threaten or coerce or attempt to threaten or coerce another employee for the purpose of interfering with rights involving donation, receiving or using donated time. Donations will remain anonymous. Such prohibited acts shall include, but not be limited to, promising to confer or conferring a benefit such as an appointment or promotion or making a threat to engage in, or engaging in, an act of retaliation against an employee.

V. EFFECT ON THIS POLICY

Effective with the implementation of this policy, its provisions shall supersede all previous or contradictory policies.

Approved by _____ Date _____
Township Administrator

ANNEX D – Hired Prior to January 1, 2008

LABORER (Hired after 1/1/96 or at 6th step in 1996)	2.25%	2.25% Plus\$250.00	2.5%
(Laborer 1)	2021	2022	2023
Starting	\$ 18.28	\$ 18.81	\$ 19.28
1st	\$ 19.02	\$ 19.56	\$ 20.05
2nd	\$ 22.52	\$ 23.15	\$ 23.73
3rd	\$ 26.82	\$ 27.54	\$ 28.23
4th	\$ 29.27	\$ 30.05	\$ 30.80
5th	\$ 31.31	\$ 32.14	\$ 32.94
6th	\$ 33.35	\$ 34.22	\$ 35.07
TRUCK DRIVER	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 22.42	\$ 23.05	\$ 23.62
1st	\$ 24.48	\$ 25.15	\$ 25.78
2nd	\$ 28.06	\$ 28.81	\$ 29.53
3rd	\$ 29.70	\$ 30.49	\$ 31.25
4th	\$ 32.06	\$ 32.91	\$ 33.73
5th	\$ 33.82	\$ 34.70	\$ 35.57
6th	\$ 35.57	\$ 36.49	\$ 37.40
EQUIPMENT OPERATOR	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 26.03	\$ 26.73	\$ 27.40
1st	\$ 28.06	\$ 28.81	\$ 29.53
2nd	\$ 31.95	\$ 32.79	\$ 33.61
3rd	\$ 33.35	\$ 34.22	\$ 35.07
4th	\$ 35.24	\$ 36.15	\$ 37.06
5th	\$ 36.38	\$ 37.32	\$ 38.26
6th	\$ 37.51	\$ 38.48	\$ 39.44
HEAVY EQUIPMENT OPERATOR	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 27.07	\$ 27.80	\$ 28.50
1st	\$ 28.24	\$ 29.00	\$ 29.72
2nd	\$ 32.10	\$ 32.94	\$ 33.77
3rd	\$ 33.87	\$ 34.75	\$ 35.62
4th	\$ 36.35	\$ 37.28	\$ 38.22
5th	\$ 38.05	\$ 39.02	\$ 40.00
6th	\$ 39.79	\$ 40.80	\$ 41.82

MAINTENANCE REPAIRER CARPENTAR	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 22.83	\$ 23.46	\$ 24.05
1st	\$ 25.80	\$ 26.50	\$ 27.16
2nd	\$ 29.90	\$ 30.70	\$ 31.46
3rd	\$ 31.90	\$ 32.74	\$ 33.56
4th	\$ 33.80	\$ 34.69	\$ 35.55
5th	\$ 36.49	\$ 37.43	\$ 38.36
6th	\$ 39.19	\$ 40.19	\$ 41.20
ELECTRICIAN	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 24.77	\$ 25.45	\$ 26.09
1st	\$ 27.21	\$ 27.94	\$ 28.64
2nd	\$ 31.33	\$ 32.15	\$ 32.96
3rd	\$ 33.25	\$ 34.11	\$ 34.97
4th	\$ 36.16	\$ 37.09	\$ 38.02
5th	\$ 38.33	\$ 39.31	\$ 40.29
6th	\$ 40.51	\$ 41.55	\$ 42.58
SR. MECHANIC, AUTO REPAIRS	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 33.61	\$ 34.49	\$ 35.35
1st	\$ 35.42	\$ 36.34	\$ 37.24
2nd	\$ 40.25	\$ 41.27	\$ 42.30
3rd	\$ 42.22	\$ 43.29	\$ 44.37
4th	\$ 44.90	\$ 46.03	\$ 47.18
5th	\$ 46.28	\$ 47.44	\$ 48.63
6th	\$ 47.67	\$ 48.86	\$ 50.08
MECHANIC AUTO REPAIRS	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 25.06	\$ 25.75	\$ 26.39
1st	\$ 28.75	\$ 29.52	\$ 30.25
2nd	\$ 33.50	\$ 34.37	\$ 35.23
3rd	\$ 35.83	\$ 36.75	\$ 37.67
4th	\$ 39.65	\$ 40.66	\$ 41.68
5th	\$ 42.23	\$ 43.30	\$ 44.38
6th	\$ 44.80	\$ 45.92	\$ 47.07

MECHANIC/WELDER	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 25.90	\$ 26.61	\$ 27.27
1st	\$ 29.79	\$ 30.58	\$ 31.34
2nd	\$ 34.30	\$ 35.19	\$ 36.07
3rd	\$ 36.60	\$ 37.54	\$ 38.48
4th	\$ 40.21	\$ 41.23	\$ 42.26
5th	\$ 43.03	\$ 44.12	\$ 45.22
6th	\$ 45.88	\$ 47.03	\$ 48.20
MECHANIC HELPER	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 22.42	\$ 23.05	\$ 23.62
1st	\$ 24.47	\$ 25.14	\$ 25.77
2nd	\$ 28.05	\$ 28.80	\$ 29.52
3rd	\$ 29.70	\$ 30.49	\$ 31.25
4th	\$ 32.06	\$ 32.91	\$ 33.73
5th	\$ 33.56	\$ 34.44	\$ 35.30
6th	\$ 35.04	\$ 35.95	\$ 36.84
RECREATION MAINTENANCE WORKER	2.25%	2.25% Plus\$250.00	2.50%
(Maintenance Worker 1, Grounds)	2021	2022	2023
Starting	\$ 17.85	\$ 18.37	\$ 18.83
1st	\$ 20.72	\$ 21.30	\$ 21.84
2nd	\$ 24.25	\$ 24.92	\$ 25.54
3rd	\$ 26.09	\$ 26.80	\$ 27.47
4th	\$ 29.12	\$ 29.89	\$ 30.64
5th	\$ 31.14	\$ 31.96	\$ 32.76
6th	\$ 33.35	\$ 34.22	\$ 35.07
SR. RECREATION MAINTENANCE WORKER	2.25%	2.25% Plus\$250.00	2.50%
(Maintenance Worker 2, Grounds)	2021	2022	2023
Starting	\$ 22.18	\$ 22.80	\$ 23.37
1st	\$ 25.14	\$ 25.83	\$ 26.47
2nd	\$ 28.84	\$ 29.61	\$ 30.35
3rd	\$ 30.46	\$ 31.27	\$ 32.05
4th	\$ 32.83	\$ 33.69	\$ 34.53
5th	\$ 34.90	\$ 35.80	\$ 36.70
6th	\$ 36.94	\$ 37.89	\$ 38.84

POLICE COMMUNICATIONS CLERK TYPING (PSO)	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 16.80	\$ 17.30	\$ 17.74
1st	\$ 19.45	\$ 20.01	\$ 20.51
2nd	\$ 22.13	\$ 22.75	\$ 23.32
3rd	\$ 24.10	\$ 24.76	\$ 25.38
4th	\$ 26.05	\$ 26.76	\$ 27.43
5th	\$ 27.80	\$ 28.54	\$ 29.25
6th	\$ 29.47	\$ 30.26	\$ 31.01
PUBLIC SAFETY TELECOMMUNICATION OPERATOR TRAINEE	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
RATE	\$ 17.52	\$ 18.03	\$ 18.48
POLICE AIDE	2.25%	2.25% Plus\$250.00	2.50%
	2021	2022	2023
Starting	\$ 17.50	\$ 18.02	\$ 18.47
1st	\$ 20.13	\$ 20.71	\$ 21.22
2nd	\$ 22.83	\$ 23.46	\$ 24.05
3rd	\$ 24.78	\$ 25.46	\$ 26.10
4th	\$ 26.74	\$ 27.46	\$ 28.15
5th	\$ 28.49	\$ 29.26	\$ 29.99
6th	\$ 30.17	\$ 30.97	\$ 31.74

ANNEX D – Hired after January 1, 2008

LABORER	2% + 1.50	2.25%	2% + 1.25
(Laborer 1)	2021	2022	2023
Starting	\$ 14.58	\$ 14.91	\$ 16.46
1st	\$ 15.92	\$ 16.27	\$ 17.85
2nd	\$ 17.25	\$ 17.64	\$ 19.24
3rd	\$ 19.25	\$ 19.68	\$ 21.33
4th	\$ 20.85	\$ 21.32	\$ 23.00
5th	\$ 22.32	\$ 22.82	\$ 24.53
6th	\$ 23.92	\$ 24.46	\$ 26.20
ELECTRICIAN	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 19.13	\$ 19.56	\$ 21.20
1st	\$ 20.69	\$ 21.16	\$ 22.83
2nd	\$ 23.35	\$ 23.87	\$ 25.60
3rd	\$ 24.59	\$ 25.14	\$ 26.89
4th	\$ 26.45	\$ 27.05	\$ 28.84
5th	\$ 27.85	\$ 28.48	\$ 30.30
6th	\$ 29.27	\$ 29.93	\$ 31.78
			\$ 1.25
SR. MECHANIC, AUTO REPAIRS	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 24.81	\$ 25.37	\$ 27.13
1st	\$ 25.99	\$ 26.57	\$ 28.35
2nd	\$ 29.09	\$ 29.75	\$ 31.59
3rd	\$ 30.36	\$ 31.04	\$ 32.92
4th	\$ 32.10	\$ 32.82	\$ 34.72
5th	\$ 32.98	\$ 33.72	\$ 35.64
6th	\$ 33.87	\$ 34.63	\$ 36.57

MECHANIC AUTO REPAIRS	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 19.30	\$ 19.74	\$ 21.38
1st	\$ 21.69	\$ 22.18	\$ 23.87
2nd	\$ 24.75	\$ 25.30	\$ 27.06
3rd	\$ 26.25	\$ 26.84	\$ 28.63
4th	\$ 28.71	\$ 29.35	\$ 31.19
5th	\$ 30.37	\$ 31.06	\$ 32.93
6th	\$ 32.02	\$ 32.74	\$ 34.64
MECHANIC/WELDER	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 19.85	\$ 20.30	\$ 21.95
1st	\$ 22.36	\$ 22.86	\$ 24.57
2nd	\$ 25.27	\$ 25.84	\$ 27.60
3rd	\$ 26.75	\$ 27.35	\$ 29.15
4th	\$ 29.07	\$ 29.72	\$ 31.57
5th	\$ 30.88	\$ 31.58	\$ 33.46
6th	\$ 32.72	\$ 33.46	\$ 35.38
HEAVY EQUIPMENT OPERATOR	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 19.93	\$ 20.38	\$ 22.04
1st	\$ 21.24	\$ 21.72	\$ 23.40
2nd	\$ 23.85	\$ 24.39	\$ 26.13
3rd	\$ 24.99	\$ 25.55	\$ 27.31
4th	\$ 26.59	\$ 27.19	\$ 28.98
5th	\$ 27.68	\$ 28.30	\$ 30.12
6th	\$ 28.80	\$ 29.45	\$ 31.29
EQUIPMENT OPERATOR	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 20.61	\$ 21.08	\$ 22.75
1st	\$ 21.36	\$ 21.84	\$ 23.53
2nd	\$ 23.75	\$ 24.28	\$ 26.02
3rd	\$ 24.65	\$ 25.21	\$ 26.96
4th	\$ 25.87	\$ 26.45	\$ 28.23
5th	\$ 26.60	\$ 27.20	\$ 28.99
6th	\$ 27.33	\$ 27.95	\$ 29.76

MECHANIC HELPER	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 17.61	\$ 18.01	\$ 19.62
1st	\$ 18.92	\$ 19.34	\$ 20.98
2nd	\$ 21.24	\$ 21.72	\$ 23.40
3rd	\$ 22.29	\$ 22.79	\$ 24.50
4th	\$ 23.83	\$ 24.36	\$ 26.10
5th	\$ 24.79	\$ 25.34	\$ 27.10
6th	\$ 25.75	\$ 26.33	\$ 28.10
TRUCK DRIVER	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 17.61	\$ 18.01	\$ 19.62
1st	\$ 18.93	\$ 19.36	\$ 20.99
2nd	\$ 21.24	\$ 21.72	\$ 23.40
3rd	\$ 22.31	\$ 22.81	\$ 24.51
4th	\$ 23.83	\$ 24.36	\$ 26.10
5th	\$ 24.95	\$ 25.51	\$ 27.27
6th	\$ 26.08	\$ 26.67	\$ 28.45
SR. RECREATION MAINTENANCE WORKER	2% + 1.50	2.25%	2% + 1.25
(Maintenance Worker 2, Grounds)	2021	2022	2023
Starting	\$ 17.45	\$ 17.84	\$ 19.45
1st	\$ 19.36	\$ 19.79	\$ 21.44
2nd	\$ 21.75	\$ 22.23	\$ 23.93
3rd	\$ 22.80	\$ 23.31	\$ 25.03
4th	\$ 24.31	\$ 24.85	\$ 26.60
5th	\$ 25.65	\$ 26.23	\$ 28.01
6th	\$ 26.96	\$ 27.57	\$ 29.37
RECREATION MAINTENANCE WORKER	2% + 1.50	2.25%	2% + 1.25
(Maintenance Worker 1, Grounds)	2021	2022	2023
Starting	\$ 15.25	\$ 15.59	\$ 17.15
1st	\$ 16.58	\$ 16.96	\$ 18.55
2nd	\$ 17.92	\$ 18.32	\$ 19.94
3rd	\$ 19.92	\$ 20.37	\$ 22.02
4th	\$ 21.52	\$ 22.00	\$ 23.69
5th	\$ 22.99	\$ 23.50	\$ 25.22
6th	\$ 24.59	\$ 25.14	\$ 26.89

MAINTENANCE REPAIRER CARPENTER	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 17.88	\$ 18.28	\$ 19.90
1st	\$ 19.78	\$ 20.23	\$ 21.88
2nd	\$ 22.43	\$ 22.93	\$ 24.64
3rd	\$ 23.72	\$ 24.25	\$ 25.99
4th	\$ 24.95	\$ 25.51	\$ 27.27
5th	\$ 26.67	\$ 27.27	\$ 29.06
6th	\$ 28.41	\$ 29.05	\$ 30.88
POLICE COMMUNICATIONS CLERK TYPING (PSO)	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 16.58	\$ 16.96	\$ 18.55
1st	\$ 17.92	\$ 18.32	\$ 19.94
2nd	\$ 19.25	\$ 19.68	\$ 21.33
3rd	\$ 21.25	\$ 21.73	\$ 23.41
4th	\$ 22.85	\$ 23.37	\$ 25.08
5th	\$ 24.32	\$ 24.87	\$ 26.61
6th	\$ 25.92	\$ 26.50	\$ 28.28
PUBLIC SAFETY TELECOMMUNICATION OPERATOR TRAINEE	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
RATE	\$ 15.25	\$ 15.59	\$ 17.15
POLICE AIDE	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 14.45	\$ 14.77	\$ 16.32
1st	\$ 16.14	\$ 16.51	\$ 18.09
2nd	\$ 17.88	\$ 18.28	\$ 19.90
3rd	\$ 19.13	\$ 19.56	\$ 21.20
4th	\$ 20.40	\$ 20.86	\$ 22.52
5th	\$ 21.52	\$ 22.00	\$ 23.69
6th	\$ 22.60	\$ 23.11	\$ 24.82

ANNEX E – Water and Sewer – Hired Prior to January 1, 2008

SEWAGE PLANT ATTENDANT	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 22.10	\$ 22.72	\$ 23.17
1st	\$ 24.87	\$ 25.55	\$ 26.07
2nd	\$ 26.83	\$ 27.55	\$ 28.12
3rd	\$ 28.74	\$ 29.50	\$ 30.12
4th	\$ 33.54	\$ 34.41	\$ 35.15
5th	\$ 35.49	\$ 36.41	\$ 37.20
6th	\$ 37.49	\$ 38.45	\$ 39.29
SEWAGE PLANT OPERATOR	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 23.75	\$ 24.41	\$ 24.90
1st	\$ 26.46	\$ 27.18	\$ 27.73
2nd	\$ 30.46	\$ 31.27	\$ 31.93
3rd	\$ 32.36	\$ 33.20	\$ 33.91
4th	\$ 35.23	\$ 36.14	\$ 36.92
5th	\$ 37.40	\$ 38.36	\$ 39.20
6th	\$ 39.61	\$ 40.62	\$ 41.52
SEWAGE PLANT OPERATOR WITH S-2 OR C-2 LICENSE	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 29.05	\$ 29.83	\$ 30.45
1st	\$ 30.60	\$ 31.41	\$ 32.07
2nd	\$ 34.76	\$ 35.66	\$ 36.43
3rd	\$ 36.42	\$ 37.36	\$ 38.17
4th	\$ 38.67	\$ 39.66	\$ 40.53
5th	\$ 40.07	\$ 41.09	\$ 41.99
6th	\$ 41.49	\$ 42.55	\$ 43.49

SR. SEWAGE PLANT OPERATOR WITH S-3 or C-3 LICENSE	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 29.84	\$ 30.63	\$ 31.28
1st	\$ 31.37	\$ 32.19	\$ 32.87
2nd	\$ 35.76	\$ 36.69	\$ 37.48
3rd	\$ 37.60	\$ 38.57	\$ 39.41
4th	\$ 40.17	\$ 41.19	\$ 42.10
5th	\$ 41.35	\$ 42.40	\$ 43.34
6th	\$ 42.52	\$ 43.60	\$ 44.56
PUMP STATION REPAIRER	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 23.96	\$ 24.62	\$ 25.11
1st	\$ 26.69	\$ 27.41	\$ 27.97
2nd	\$ 30.76	\$ 31.57	\$ 32.23
3rd	\$ 32.64	\$ 33.49	\$ 34.20
4th	\$ 35.44	\$ 36.36	\$ 37.15
5th	\$ 37.58	\$ 38.54	\$ 39.38
6th	\$ 39.73	\$ 40.74	\$ 41.64
SR. PUMP STATION REPAIRER	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 25.01	\$ 25.70	\$ 26.21
1st	\$ 27.76	\$ 28.50	\$ 29.09
2nd	\$ 31.89	\$ 32.72	\$ 33.42
3rd	\$ 33.72	\$ 34.59	\$ 35.34
4th	\$ 36.56	\$ 37.50	\$ 38.32
5th	\$ 38.68	\$ 39.67	\$ 40.54
6th	\$ 40.84	\$ 41.88	\$ 42.81

WATER TREATMENT PLANT OPERATOR/REPAIRER	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 23.75	\$ 24.41	\$ 24.90
1st	\$ 26.46	\$ 27.18	\$ 27.73
2nd	\$ 30.46	\$ 31.27	\$ 31.93
3rd	\$ 32.36	\$ 33.20	\$ 33.91
4th	\$ 35.23	\$ 36.14	\$ 36.92
5th	\$ 37.40	\$ 38.36	\$ 39.20
6th	\$ 39.61	\$ 40.62	\$ 41.52
WATER TREATMENT PLANT OPERATOR/WATER REPAIRER WITH T-2 & W-2 LICENSE	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 29.08	\$ 29.85	\$ 30.48
1st	\$ 30.63	\$ 31.44	\$ 32.10
2nd	\$ 34.76	\$ 35.66	\$ 36.43
3rd	\$ 36.46	\$ 37.40	\$ 38.21
4th	\$ 38.68	\$ 39.67	\$ 40.54
5th	\$ 40.09	\$ 41.12	\$ 42.02
6th	\$ 41.50	\$ 42.56	\$ 43.50

SR. WATER TREATMENT PLANT OPERATOR WITH T-3 &W-3 LICENSE	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 29.84	\$ 30.63	\$ 31.28
1st	\$ 31.37	\$ 32.19	\$ 32.87
2nd	\$ 35.77	\$ 36.70	\$ 37.49
3rd	\$ 37.60	\$ 38.57	\$ 39.41
4th	\$ 40.18	\$ 41.21	\$ 42.11
5th	\$ 41.35	\$ 42.40	\$ 43.34
6th	\$ 42.55	\$ 43.62	\$ 44.59
WATER REPAIRER (Water Repairer 1)	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 24.73	\$ 25.41	\$ 25.92
1st	\$ 26.14	\$ 26.85	\$ 27.40
2nd	\$ 29.73	\$ 30.52	\$ 31.16
3rd	\$ 31.20	\$ 32.02	\$ 32.70
4th	\$ 33.17	\$ 34.04	\$ 34.76
5th	\$ 34.24	\$ 35.13	\$ 35.88
6th	\$ 35.33	\$ 36.24	\$ 37.03
SR. WATER REPAIRER (Water Repairer 2)	2.25%	2.25% Plus \$250.00	2.5%
	2021	2022	2023
Starting	\$ 25.20	\$ 25.89	\$ 26.41
1st	\$ 27.21	\$ 27.94	\$ 28.52
2nd	\$ 31.10	\$ 31.92	\$ 32.59
3rd	\$ 32.72	\$ 33.58	\$ 34.30
4th	\$ 35.20	\$ 36.11	\$ 36.89
5th	\$ 36.89	\$ 37.84	\$ 38.67
6th	\$ 38.59	\$ 39.58	\$ 40.45

ANNEX E – Water and Sewer – Hired after January 1, 2008

	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
SEWAGE PLANT ATTENDANT			
Starting	\$ 17.41	\$ 17.80	\$ 19.41
1st	\$ 19.18	\$ 19.62	\$ 21.26
2nd	\$ 20.45	\$ 20.91	\$ 22.58
3rd	\$ 21.68	\$ 22.17	\$ 23.86
4th	\$ 24.77	\$ 25.33	\$ 27.09
5th	\$ 26.04	\$ 26.63	\$ 28.41
6th	\$ 27.32	\$ 27.94	\$ 29.74
SEWAGE PLANT OPERATOR	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 18.46	\$ 18.88	\$ 20.51
1st	\$ 20.21	\$ 20.67	\$ 22.33
2nd	\$ 22.80	\$ 23.31	\$ 25.03
3rd	\$ 24.01	\$ 24.55	\$ 26.29
4th	\$ 25.87	\$ 26.45	\$ 28.23
5th	\$ 27.25	\$ 27.87	\$ 29.67
6th	\$ 28.69	\$ 29.34	\$ 31.18

SEWAGE PLANT OPERATOR WITH S-2 or C-2 License	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 21.88	\$ 22.37	\$ 24.07
1st	\$ 22.88	\$ 23.39	\$ 25.11
2nd	\$ 25.56	\$ 26.14	\$ 27.91
3rd	\$ 26.63	\$ 27.23	\$ 29.02
4th	\$ 28.08	\$ 28.71	\$ 30.54
5th	\$ 28.99	\$ 29.64	\$ 31.48
6th	\$ 29.89	\$ 30.57	\$ 32.43
SR. SEWAGE PLANT OPERATOR WITH S-3 or C-3 LICENSE	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 22.39	\$ 22.89	\$ 24.60
1st	\$ 23.37	\$ 23.90	\$ 25.63
2nd	\$ 26.20	\$ 26.79	\$ 28.58
3rd	\$ 27.39	\$ 28.00	\$ 29.81
4th	\$ 29.04	\$ 29.69	\$ 31.54
5th	\$ 29.80	\$ 30.47	\$ 32.33
6th	\$ 30.56	\$ 31.25	\$ 33.12
PUMP STATION REPAIRER	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 18.60	\$ 19.02	\$ 20.65
1st	\$ 20.36	\$ 20.82	\$ 22.48
2nd	\$ 22.97	\$ 23.49	\$ 25.21
3rd	\$ 24.19	\$ 24.73	\$ 26.48
4th	\$ 26.00	\$ 26.59	\$ 28.37
5th	\$ 27.37	\$ 27.99	\$ 29.80
6th	\$ 28.76	\$ 29.41	\$ 31.25

SR. PUMP STATION REPAIRER	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 19.28	\$ 19.71	\$ 21.36
1st	\$ 21.05	\$ 21.53	\$ 23.21
2nd	\$ 23.71	\$ 24.24	\$ 25.97
3rd	\$ 24.89	\$ 25.45	\$ 27.21
4th	\$ 26.72	\$ 27.32	\$ 29.12
5th	\$ 28.09	\$ 28.73	\$ 30.55
6th	\$ 29.48	\$ 30.14	\$ 32.00
WATER TREATMENT PLANT OPERATOR/REPAIRER	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 18.46	\$ 18.88	\$ 20.51
1st	\$ 20.21	\$ 20.67	\$ 22.33
2nd	\$ 22.80	\$ 23.31	\$ 25.03
3rd	\$ 24.01	\$ 24.55	\$ 26.29
4th	\$ 25.87	\$ 26.45	\$ 28.23
5th	\$ 27.25	\$ 27.87	\$ 29.67
6th	\$ 28.69	\$ 29.34	\$ 31.18
WATER TREATMENT PLANT OPERATOR/WATER REPAIRER WITH T-2 & W-2 LICENSE	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 21.91	\$ 22.40	\$ 24.10
1st	\$ 22.89	\$ 23.41	\$ 25.13
2nd	\$ 25.56	\$ 26.14	\$ 27.91
3rd	\$ 26.65	\$ 27.25	\$ 29.05
4th	\$ 28.09	\$ 28.73	\$ 30.55
5th	\$ 28.99	\$ 29.64	\$ 31.48
6th	\$ 29.91	\$ 30.58	\$ 32.44

SR. WATER TREATMENT PLANT OPERATOR WITH T-3 &W-3 LICENSE	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 22.39	\$ 22.89	\$ 24.60
1st	\$ 23.37	\$ 23.90	\$ 25.63
2nd	\$ 26.21	\$ 26.80	\$ 28.59
3rd	\$ 27.39	\$ 28.00	\$ 29.81
4th	\$ 29.05	\$ 29.71	\$ 31.55
5th	\$ 29.80	\$ 30.47	\$ 32.33
6th	\$ 30.58	\$ 31.26	\$ 33.14
WATER REPAIRER (Water Repairer 1)	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 19.09	\$ 19.52	\$ 21.16
1st	\$ 20.01	\$ 20.46	\$ 22.12
2nd	\$ 22.32	\$ 22.82	\$ 24.53
3rd	\$ 23.27	\$ 23.79	\$ 25.52
4th	\$ 24.53	\$ 25.08	\$ 26.84
5th	\$ 25.23	\$ 25.79	\$ 27.56
6th	\$ 25.92	\$ 26.50	\$ 28.28
SR. WATER REPAIRER (Water Repairer 2)	2% + 1.50	2.25%	2% + 1.25
	2021	2022	2023
Starting	\$ 19.40	\$ 19.83	\$ 21.48
1st	\$ 20.69	\$ 21.16	\$ 22.83
2nd	\$ 23.20	\$ 23.72	\$ 25.45
3rd	\$ 24.25	\$ 24.80	\$ 26.54
4th	\$ 25.84	\$ 26.42	\$ 28.20
5th	\$ 26.93	\$ 27.54	\$ 29.34
6th	\$ 28.03	\$ 28.66	\$ 30.48

INWITNESS WHEREOF, the parties hereto have hereunto set their hands and seals this

5th day of April, 2022:

For Township of Burlington:



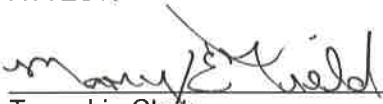
Mayor
E.L. Pete Green

For CWA:




CWA Local President

ATTEST:



Township Clerk
Mary E. Field, RMC

CWA International Representative



Corey Elliott, Bargaining Committee



Bryan Nippins, Bargaining Committee



Tyler Randt, Bargaining Committee

Township of Burlington

RESOLUTION

2022-R-079

RESOLUTION AUTHORIZING MAYOR AND CLERK TO EXECUTE A CONTRACT WITH THE COMMUNICATIONS WORKERS OF AMERICA (BLUE COLLAR EMPLOYEES) COVERING JANUARY 1, 2021 THROUGH DECEMBER 31, 2023

WHEREAS, the Township of Burlington wishes to enter into a contract with the Blue Collar Employees; and

WHEREAS, this contract covers a period from January 1, 2021 through December 31, 2023; and

WHEREAS, the terms and conditions have been reviewed by the Governing Body and Township Administrator;

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

Section 2. The Mayor and Clerk of the Township of Burlington are hereby authorized to execute a contract with the Communications Workers of America (Blue Collar Employees) for a period covering January 1, 2021 through December 31, 2023 in the form which has been approved by the Governing Body and Township Administrator.


DATE: March 22, 2022

TOWNSHIP OF BURLINGTON



George M. Kozub
President of Council

ATTEST:


Mary E. Field, RMC
Municipal Clerk