

A G R E E M E N T

BETWEEN
Elizabeth, city of
CITY HALL SUPERVISORS Association

AND

CITY OF ELIZABETH, NEW JERSEY

DATED: X APRIL 1, 1986 through MARCH 31, 1988

CITY HALL SUPERVISORS ASSOCIATION

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CITY YARD SUPERVISORS ASSOCIATION

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AGREEMENT ENTERED into this 30th day of June 1986 by and between the City of Elizabeth, New Jersey, hereinafter referred to as the "City" and the CITY HALL SUPERVISORS ASSOCIATION, hereinafter referred to as the "Association" is designed to promote a harmonious relationship between the City, the Association and such of the City's employees as are represented by the Association.

ARTICLE I

RECOGNITION

1. The City hereby recognizes the City Hall Supervisors Association as the exclusive and sole representative for collective negotiations concerning salaries, hours and other terms and conditions of employment for all those considered Supervisors in the City Hall.

2. Unless otherwise indicated, the terms "employee" or "employees" when used in this Agreement refers to all persons represented by the City Hall Supervisors Association.

ARTICLE II

ASSOCIATION BUSINESS LEAVE

1. Leaves of absence with pay shall be granted as provided in Section 38:23-2 of the Revised Statutes of N.J. Notice of elected delegates to attend convention in accordance with said statute shall be made in writing to the Office of the Business Administrator not less than two (2) weeks in advance by the President of the City Hall Supervisors Association.

2. Failure of employee to return to work promptly upon expiration of authorized leave without reasonable notice satisfactory to the Director shall be subject to disciplinary action in accordance with Civil Service Rules and Regulations.

ARTICLE III

BULLETIN BOARDS

The Association shall have the use of bulletin boards throughout City Hall. Such boards to be used for the purpose of exhibiting official business of the Association. All material to be posted shall be submitted to the Business Administrator or his designee prior to posting.

ARTICLE IV

GRIEVANCE PROCEDURE AND ARBITRATION

In the event any difference or dispute should arise between the City and the Association or its members employed by the City over the application and interpretation of the terms of this Agreement, an earnest effort shall be made to settle such differences immediately and in the following manner, provided the grievance is filed in writing within ten (10) working days of its occurrence or employee knowledge thereof:

- STEP 1. Between the aggrieved employee and his immediate supervisor. If no satisfactory agreement is reached within three (3) working days, then
- STEP 2. between the aggrieved employee in the company of officers of the Association or his attorney in conference with the employee's Director or his designee.

ARTICLE V

WORK WEEK

The employer shall have the right for the efficient operation of its facilities to make changes in starting and stopping time of the daily work schedule. However, prior to making any change, the Director or Directors involved shall meet with the Association to discuss the proposed changes.

ARTICLE VI

MANAGEMENT RESPONSIBILITY

It is recognized that the management of the City Hall, the control of its properties and the maintenance of order and efficiency are solely responsibilities of the City. Accordingly the City retains the following rights, except as they may be abridged in the Agreement, including, but not limited to selection and direction of the force; to hire, to suspend or discharge for just cause; to assign, promote, demote or transfer; to determine the amount of overtime to be worked; to relieve employees from duty for reasons of economy as provided for in N.J.S.A. 11:22-10.1 and N.J.A.C. 4:1-16.1 et seq. or for other legitimate reasons, not inconsistent with the terms and provisions of this Agreement; to decide on the number and location of facilities, to determine the work to be performed; amount of supervision necessary, equipment, methods, together with the selection, procurement, designing, engineering and control of equipment and materials; and to purchase services of others by contract or otherwise; provided present employees employed at the time of the purchase of services of others shall not be displaced by said purchase, providing said employees are willing, capable and able to perform said functions.

City-wide employee benefits granted during the life of this Agreement will include employees covered by this contract.

ARTICLE VII

ACCESS

A duly authorized representative of the Association, designated in writing, after reporting to the Office of the Business Administrator, or his designee, shall be admitted to the premises for the purpose of assisting in the adjustment of grievances and for investigation of complaints that the contract is being breached. Upon request, the Association representative shall state the purpose of the visit. Except in an emergency at least four (4) hours advance notice must be given. Such visits shall not be permitted to interfere with, hamper or obstruct normal operations.

ARTICLE VIII

LONGEVITY

1. All permanent employees covered by this Agreement shall be entitled to be paid longevity pay in accordance with the schedule contained in this Article. Longevity pay shall be applied on the basis of the employee's anniversary date of employment as follows:

If the employee's anniversary date falls between January 1 and June 30, he shall be entitled to adjusted longevity pay retroactive to January 1; if the employee's anniversary date falls between July 1 and December 31, he shall be entitled to adjusted longevity pay retroactive to July 1. Longevity pay, in the case of salary increases, will be credited retroactively to the January 1st preceding the execution date of this contract and will accordingly be computed on the new base salary.

2. The scale of longevity pay shall be as follows:

5th year of employment to completion of 9th year	2%
10th year of employment to completion of 14th year	4%
15th year of employment to completion of 19th year	6%
20th year of employment to completion of 24th year	8%
25th year of employment and over	10%

3. All employees hired on or after January 1, 1988 will not be eligible for longevity pay. This clause is contingent upon the unanimous acceptance by all bargaining units.

ARTICLE IX

SENIORITY

Seniority is defined to mean the accumulated length of continuous service with the City, computed from the last date of hire. An employee's length of service shall not be reduced by time lost due to authorized leave with pay for a bona fide illness or injury certified by a physician. Seniority may be lost and employment terminated if any of the following occur:

1. Discharge
2. Resignation
3. Absence for five (5) consecutive working days without leave or notice
4. Absence for illness, injury or leave without pay for more than one (1) continuous year.

Nothing in this paragraph shall restrict the powers of the employer or the rights of the employee as set forth in Civil Service statutes, rules and regulations.

ARTICLE X

HOLIDAYS

1. An employee not required to work shall receive time off with straight time pay for each of the following holidays:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Lincoln's Birthday	General Election Day
Washington's Birthday	Veteran's Day
Good Friday	Thanksgiving
Memorial Day	Day after Thanksgiving
Independence Day	Christmas

2. If any of the above holidays fall on Sunday, Monday shall be considered as the holiday. If the holiday falls on Saturday, the previous Friday shall be considered as the holiday.

3. If one of the above holidays falls within an employee's vacation period, the employee shall not be charged a vacation day for said holiday.

ARTICLE XI

PERSONAL DAY

After one (1) year of service computed from the last date of hire, full-time employees may be granted one (1) Personal Leave Day during each year of this Contract for any of the following reasons:

- a. Religious observance
- b. Death of a blood relative not included in the Funeral Leave section.
- c. Personal, legal, business, household or family matters of an emergency nature, not covered elsewhere in this Agreement, provided the employee states the specific reason for the request and such is approved in writing by the department head.

This day shall not be accumulated.

ARTICLE XII

VACATIONS

1. The employees covered by this agreement shall be entitled to vacation leave with pay according to the following schedule:

1st year - 1 working day per month (1st three months earned but cannot spend)		
BEGINNING	END	
2nd year	5th year	13 working days
6th year	10th year	15 working days
11th year	15th year	18 working days
16th year	20th year	20 working days
21st year	25th year	23 working days
after 25 years		26 working days

2. Vacations shall normally begin following the regular "days off" of the employee.

3. When any vacation or part of it cannot be taken in the calendar year when earned because of the work load in a department, the same can be taken in the following year with the consent of the department head, but such accumulated vacation days may not be extended beyond the second year, without the approval of the Business Administrator.

4. The vacation period shall be the calendar year from the 1st day of January to the 31st day of December. Vacations shall be scheduled by the director, giving preference to employee choice according to seniority, where practicable and where consistent with continued, efficient operation.

5. Any City Hall Supervisor covered by this Agreement, who is entitled to vacation leave at the time of retirement, shall receive the earned vacation which has not been taken prior to the date of retirement. In the event that an employee is entitled to vacation leave at the time of his death, his widow or his estate shall receive the earned vacation pay on the same basis as an employee who is retiring.

6. Upon completion of twenty-five (25) years of continuous service, the employee shall receive five (5) extra days of vacation for that anniversary year only.

ARTICLE XIII

LEAVE WITHOUT PAY

The appointing authority may grant the privilege of a leave of absence without pay to a permanent employee for a period not to exceed six (6) months at a time.

1. Such leave of absence may be renewed for an additional period not to exceed six (6) months only by formal action of the appointing authority with the approval of the governing body. No further renewal may be granted except upon the approval by the Department of Civil Service for reasons as established by Commission regulations.

2. Request for such leave shall be in writing to the appointing authority not less than two (2) weeks in advance of the date for which such leave is desired, except in the event of an emergency, stating the reason for the leave and the time requested.

ARTICLE XIV

OVERTIME

Supervisors who work thirty (30) hours per week, when required to work overtime, will receive the first ten (10) hours in compensatory time, or in cash at straight-time rate, at the employee's option if sufficient funds are provided in departmental budget.

Supervisors who work forty (40) hours per week shall be paid at the rate of one and one half (1-1/2) times their base hourly pay when they work more than forty (40) hours in the work week.

All hours in excess of forty (40) during the weekly pay period worked during a Sunday or Holiday will be paid at double time the employee's base hourly rate.

The employee's base hourly rate is the salary rate he receives before longevity payment has been applied.

All overtime must be scheduled and approved by the Supervisor's director or his designee.

ARTICLE XV

DISCIPLINE AND DISCHARGE

Discipline and discharge of employees shall be as provided in Civil Service statutes, rules and regulations.

ARTICLE XVI

INSURANCE

1. All employees covered by this agreement and eligible members of their family shall be entitled to full coverage of Blue Cross and Blue Shield hospitalization plans, including Rider "J" of the New Jersey Blue Cross and Major Medical Insurance, the premiums of which shall be paid for by the City.

2. The City acknowledges that the rules and regulations of the State Health Benefits Commission established that Chapter 88, P.L. 1974 does:

(a) apply to all eligible present and future pensioners of the employer and their dependents;

(b) continue as long as the State is paying the cost of its eligible pensioners and their dependents in accordance with provisions of

Chapter 75, Public Laws of 1972.

(c) provide for local employer reimbursement of Federal Medicare premiums for eligible pensioners and/or their spouses, as well as the payment of health insurance premiums required by the program, on a basis comparable to the reimbursement made by the State to its eligible pensioners and their spouses in accordance with the provisions of Chapter 75 Public Laws of 1972.

(d) require the local employer to pay the full cost of such premiums and Medicare charges.

3. The City hereby agrees to pay the premium or periodic charges for the benefits provided to all eligible retired employees and their dependents covered under the program, but not including survivors, if such employees retired from a State or locally-administered retirement system effective after the date the employer adopted the State Health Benefits Program on a benefit based on 25 years or more of service credited in such retirement system, excepting the employees who elected deferred retirement, but including the employees who retired on disability pensions based on fewer years of service credited in such retirement system and also to reimburse such retired

ARTICLE XVI

INSURANCE (Continued)

employees for their premium charges under Part B of the Federal Medicare Program covering the retired employees and their spouses in accordance with the regulations of the State Health Benefits Commission.

4. All employees covered by this Agreement and eligible members of their families will be covered by a Prescription Drug Plan. The premiums will be paid by the City.

5. All other insurance benefits presently in effect shall be maintained throughout the period of the contract.

6. The City will implement a dental plan for all employees covered by this agreement on or before July 1, 1981. The premiums will be paid by the City.

ARTICLE XVII

ASSOCIATION PRIVILEGES

Copies of general orders, rules and regulations and communications affecting wages, hours and other terms and conditions of employment covered by this Agreement shall be furnished to the Association within two (2) working days of their promulgation.

ARTICLE XVIII

RULES AND REGULATIONS

The City may establish and enforce binding rules and regulations in connection with its operation and maintenance of discipline, provided such rules and regulations are not in conflict with the provision of this Agreement. Copies shall be furnished to the Association.

It is understood that employees shall comply with all rules and regulations made by the City from time to time. Employees shall promptly and efficiently execute the instruction and orders of the Director and supervisors. If an employee or employees believe a rule, regulation, instruction or order of an officer or other supervisor is unreasonable, or unjust, the employee or employees shall comply with the rule, regulation, order or instruction, but with further provision that such employee or employees may regard the rule, regulation, order or instruction as a grievance which shall be handled in accordance with the grievance procedure set forth in Article IV of this contract.

In the event that an employee or employee shall refuse to comply with a rule or regulation, or shall refuse to execute promptly and efficiently an instruction or order of an officer or other supervisor, the City shall have the right, at its option, to suspend, or discharge the offending employee or employees.

ARTICLE XIX

SICK LEAVE

Sick leave shall be as provided in Civil Service Statutes, rules and regulations.

ARTICLE XX

MILITARY LEAVE

Military Leave shall be provided in accordance with applicable Federal and State statutes and regulations.

ARTICLE XXI
FUNERAL LEAVE

Leave with pay, not exceeding three (3) days, shall be granted to any employee in the event of a death in his immediate family without penalty of sick leave or vacation time.

Immediate family for purposes of the above is defined as follows:

1. Mother and father
2. Husband or wife
3. Children
4. Brother or sister
5. Mother-in-law and father-in-law
6. Grandmother and Grandfather
7. Sister-in-law and Brother-in-law
8. Grandchildren of employee or spouse

This provision also applies for any other relative who resides with the employee.

One (1) working day shall be allowed in the event of the death of an aunt or uncle.

Special cases will be referred to the Director.

Funeral Leave with pay as provided for in this section is intended to be used for the purpose of handling necessary arrangements and attending the funeral of the deceased member of the immediate family and shall neither be accumulated to nor deducted from his normal sick leave. If the employee does not attend the funeral of the deceased, pay allowance (as provided in this section) will not be allowed.

ARTICLE XXII
MATERNITY LEAVE

Upon request in writing to the appointing authority, a regular, full-time employee shall be entitled to a maternity leave of absence not to exceed six (6) months. The employee may request that such leave shall be with pay to the extent of accrued sick leave, otherwise, the time on leave shall be without pay. When an employee is informed by a physician that she is pregnant, the employee shall immediately inform her Director in writing of same. The Director, upon learning that an employee is pregnant, shall require a written statement from the treating physician attesting to the fact that said employee is physically able to continue employment and is able to perform all the duties of her position. The Director shall advise the treating physician of the employee's title and duties prior to the physician preparing the statement as referred to hereinabove.

Employees on maternity leave must return to work not more than thirty (30) Days after birth or termination of pregnancy, whichever occurs sooner, unless the employee submits a statement in writing from the treating physician stating the need for an extended leave and indicating the length of such extension.

An employee returning to work from maternity leave must present to the Director a physician's statement certifying her ability to resume all normal duties. Seniority shall be accrued while the employee is on paid leave, but shall be retained during leave without pay.

ARTICLE XXIII
BAN ON STRIKES

It is recognized that the need for continued and uninterrupted operation of the City's departments and agencies is of paramount importance of the citizens of the community and that there should be no interference with such operation.

1. Adequate procedures having been provided for the equitable settlement of grievances arising out of this Agreement, parties hereto agree that they will not engage in, encourage, sanction, or suggest strikes, slowdowns, lockouts, or mass resignations, mass absenteeism or other similar performance.

2. The City shall have the right to discipline or discharge any employee encouraging, suggesting, fomenting or participating in a strike, slow down or other interference.

ARTICLE XXIV

DISCRIMINATION AGAINST ASSOCIATION MEMBERS

The City agrees that neither it nor any of its supervisors or representatives shall interfere with, coerce, intimidate or discriminate against any employee because of membership or activity in the Association.

ARTICLE XXV

SAVINGS CLAUSE

In the event that any Federal or State legislation, governmental regulation or Court decision cause invalidation of any article or section of this agreement, all other articles and sections may not so invalidated shall remain in full force and effect.

ARTICLE XXVI

WAGES

Effective April 1, 1986, regular full-time employees covered by this Agreement, shall receive a one-time range change as reflected in Appendix "A-1" hereto attached.

Effective April 1, 1986, regular full-time employees covered by this Agreement shall receive an across-the-board increase of \$500.00. (Appendix "A-2" attached).

Effective October 1, 1986, regular full-time employees covered by this Agreement shall receive an across-the-board increase of \$500.00. (Appendix "A-3" attached).

In addition, those covered employees eligible within the terms of the City's salary schedule shall receive one (1) increment, effective January 1, 1987. However, no employee will be paid a salary rate above the maximum of the range for his title.

Effective April 1, 1987, regular full-time employees covered by this Agreement shall receive an across-the-board increase of \$500.00 (Appendix "A-4" attached).

Effective October 1, 1987, regular full-time employees covered by this Agreement shall receive an across-the-board increase of \$500.00 (Appendix "A-5" attached).

In addition, those covered employees eligible within the terms of the City's salary schedule shall receive one (1) increment, effective January 1, 1988. However, no employee will be paid a salary rate above the maximum of the range for his title.

ARTICLE XXVI

WAGES (Continued)

Effective June 2, 1986, the following positions will be changed from a 30-hour to a 40-hour weekly schedule. The salary schedules effective April 1, 1986, October 1, 1986, April 1, 1987 and October 1, 1987 will include the respective salary increases listed in the City's proposal (Appendixes "A-2", "A-3", "A-4", "A-5"):

Eff. 6-2-86:	Market Supervisor	1-40MS	29,400	31,200
	Supervisor of Pub. Bldgs., Markets & Docks	1-40PBS	33,533	35,333

SCHEDULE "A" CONT.

WAGES (Continued)

Effective August 4, 1986, the position of Superintendent of Recreation will be changed from a 30-hour to a 40-hour weekly schedule. The salary schedules effective April 1, 1986, October 1, 1986, April 1, 1987 and October 1, 1987 will include the respective salary increases listed in the City's proposal (Appendixes "A-2", "A-3", "A-4" and "A-5").

Effective 8-4-86:

Superintendent of Recreation	2-40RS	31,766	33,566
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CITY HALL SUPERVISORS

RANGE CHANGES

APPENDIX "A-1"

FROM:

<u>Title</u>	<u>Range</u>	<u>Min.</u>	<u>Max.</u>
Assistant Business Adm.	1-30CS	26,700	28,500
Assistant Welfare Director	9-30S	19,700	21,500
Auditor	1-30S	23,700	25,500
Chief Clerk (Health, Welfare and Housing)	14-30S	18,800	20,600
Chief Clerk (Violations)	9-30S	20,300	22,100
Chief Clerk (Water Utility)	1-30S	23,700	25,500
Chief Sanitary Inspector-- Ind. Hygiene & Air Pollution Control	1-30S	23,700	25,500
Coordinator of Housing	6-30S	21,200	23,000
Deputy Municipal Clerk	4-30S	21,800	23,600
Deputy Municipal Court Clerk	15-30S	18,500	20,300
Executive Director Human Rights Commission	16-30S	16,200	18,000
Insurance Manager	13-30S	19,100	20,900
Municipal Comptroller	1-30MCS	27,200	29,000
Personnel Officer	1-30S	23,700	25,500
Purchasing Agent	1-30S	23,700	25,500
Registrar of Vital Statistics	9-30S	20,300	22,100
Superintendent of Recreation	3-30S	22,100	23,900
Supervising Principal Planner	1-30AS	24,500	26,300
Director of Data Processing	1-40S	32,700	34,500
Building Maintenance Worker Foreman M/W	2-40SPB	19,750	22,000

Chief Emergency Medical Tech.	1-40EMS	23,250	25,500
Supervising Emergency Medical Tech	4-40EMS	18,050	20,300
Building Subcode Official	3-30S	22,100	23,900
Electrical Subcode Official	3-30S	22,100	23,900
Plumbing Subcode Official	3-30S	22,100	23,900
Director of Public Health Nursing Service	3-30S	22,100	23,900
Executive Assistant--Industrial Commission	1-30EAS	24,200	26,000
Health Officer	1-30CS	26,700	28,500
Market Supervisor	8-30S	20,600	22,400
Public Health Nurse Supervisor	12-30S	19,400	21,200
Recreation Supervisor Womens & Girls Activities	15-30S	18,500	20,300
Senior Planner	13-30S	19,100	20,900
Supervisor of License Inspections	3-30S	22,100	23,900
Supervisor of Public Buildings Markets and Docks	1-30S	23,700	25,500
Supervisor of Water & Sewage/ Billing and Collection	15-30S	18,500	20,300
Recreation Supervisor Recreation Centers	15-30S	18,500	20,300
Recreation Supervisor Mens and Boys Activities	15-30S	18,500	20,300

TO:

<u>Title</u>	<u>Range</u>	<u>Min.</u>	<u>Max.</u>
Assistant Business Adm	1-30CSAB	28,200	30,000
Assistant Welfare Director	9-30S	20,300	22,100
Auditor	1-30S	24,700	26,500

Chief Clerk (Health, Welfare and Housing)	12-30S	19,400	21,200
Chief Clerk (Violations) *	5-30S	21,500	23,300
Chief Clerk (Water Utility)	1-30S	24,700	26,500
Chief Sanitary Inspector-- Ind. Hygiene & Air Pollution Control	1-30S	24,700	26,500
Coordinator of Housing	4-30S	21,700	23,500
Deputy Municipal Clerk **	3-30S	22,300	24,100
Deputy Municipal Court Clk*	13-30S	19,100	20,900
Executive Director Human Rights Commission	15-30S	18,500	20,300
Insurance Manager	11-30S	19,700	21,500
Municipal Comptroller	1-30MCS	28,200	30,000
Personnel Officer	1-30S	24,700	26,500
Purchasing Agent	1-30S	24,700	26,500
Registrar of Vital Stat.	7-30S	20,900	22,700
Superintendent of Recreation	2-30S	23,100	24,900
Supervising Principal Planner	1-30AS	24,500	26,300
Director of Data Processing	1-40S	33,200	35,000
Building Maintenance Worker Foreman M/W	2-40SPB	20,250	22,050
Chief Emergency Medical Technician	1-40EMS	24,250	26,500
Supervising Emergency Medical Technician	4-40EMS	18,750	21,000
Building Subcode Official	1-30SBS	24,000	25,800
Elect. Subcode Official	1-30SES	24,000	25,800
Plumb. Subcode Official	1-30SPS	24,000	25,800
Director of Public Health Nursing Service	3-30DPHS	22,600	24,400

Executive Assistant-- Industrial Commission *	1-30EAS	24,900	26,700
Health Officer	1-30CSHO	27,200	29,000
Market Supervisor	6-30MS	21,100	22,900
Public Health Nurse Supervisor	10-30PHNS	19,900	21,700
Recreation Supervisor Womens & Girls Activities	13-30RS	19,000	20,800
Senior Planner	11-30PS	19,600	21,400
Supervisor of License Inspections	3-30LIS	22,600	24,400
Supervisor of Public Buildings, Markets & Docks	1-30PBS	24,200	26,000
Supervisor of Water & Sewage/Billing and Collection	13-30WSS	19,000	20,800
Recreation Supervisor Recreation Centers	13-30RS	19,000	20,800
Recreation Supervisor Mens & Boys Activities	13-30RS	19,000	20,800

APPENDIX "A-2"
CITY HALL SUPERVISORS--KEY PERSONNEL
SALARY SCHEDULE

EFFECTIVE APRIL 1, 1986:

<u>Title</u>	<u>T/O</u>	<u>Range</u>	<u>Min.</u>	<u>Max.</u>	<u>Inc.</u>	<u>Step</u>
Assistant Business Adm.	1	1-30CSAB	28,700	30,500	450	4
Assistant Chief Clerk (Accounts & Control)	1	15-30S	19,000	20,800	450	4
Assistant Chief Clerk (Water Utility)	1	14-30S	19,300	21,100	450	4
Assistant Construction Official	1	1-30ACS	28,700	30,500	450	4
Assistant Coordinator for Federal & State Aid	1	6-30S	21,700	23,500	450	4
Assistant Municipal Comptroller	1	5-30S	22,000	23,800	450	4
Assistant Municipal Eng.	1	1-30CS	27,200	29,000	450	4
Assistant Municipal Treas	1	5-30S	22,000	23,800	450	4
Assistant Welfare Director	1	9-30S	20,800	22,600	450	4
Auditor	1	1-30S	25,200	27,000	450	4
Chief Asst Assessor	1	5-30S	22,000	23,800	450	4
Chief Elect. Inspector	1	6-30S	21,700	23,500	450	4
Chief Clerk (Accounts & Control)	1	9-30S	20,800	22,600	450	4
Chief Clerk (Health, Welfare & Housing)	1	12-30S	19,900	21,700	450	4
Chief Clerk (Violations) *	1	5-30S	22,000	23,800	450	4
Chief Clerk (Water Utility)	1	1-30S	25,200	27,000	450	4
Chief Loan Advisor	1	9-30S	20,800	22,600	450	4
Chief Plumbing Inspector	1	6-30S	21,700	23,500	450	4
Chief Sanitary Inspector-- Ind. Hygiene and Air Pollution Control	1	1-30S	25,200	27,000	450	4

Code Enforcement Officer	1	1-30CS	27,200	29,000	450	4
Coordinator of Federal & State Aid	1	5-30S	22,000	23,800	450	4
Coordinator of Housing	1	4-30CHS	22,200	24,000	450	4
Deputy Municipal Clerk **	1	3-30S	22,800	24,600	450	4
Deputy Municipal Court Clk*1	1	13-30S	19,600	21,400	450	4
Director of Data Process.	1	1-40S	33,700	35,500	450	4
Director of Public Health Nursing Service	1	3-30DPHS	23,100	24,900	450	4
Executive Assistant	1	6-30S	21,700	23,500	450	4
Executive Assistant in the Industrial Comm. *	1	1-30EAS	25,400	27,200	450	4
Executive Director Human Rights Comm.	1	15-30S	19,000	20,800	450	4
Field Representative Housing Rehabilitation	1	6-30S	21,700	23,500	450	4
Health Officer	1	1-30CSHO	27,700	29,500	450	4
Insurance Manager	1	11-30S	20,200	22,000	450	4
Market Supervisor	1	6-30MS	21,600	23,400	450	4
Municipal Comptroller	1	1-30MCS	28,700	30,500	450	4
Municipal Court Clerk *	1	4-30S	22,300	24,100	450	4
Municipal Superintendent of Weights & Measures	1	6-30S	21,700	23,500	450	4
Personnel Officer	1	1-30S	25,200	27,000	450	4
Principal Engineer	1	2-30S	23,600	25,400	450	4
Principal Planner	1	10-30S	20,500	22,300	450	4
Public Health Nurse Supervisor	2	10-30PHNS	20,400	22,200	450	4
Purchasing Agent	1	1-30S	25,200	27,000	450	4
Recreation Supervisor Recreation Centers	1	13-30RS	19,500	21,300	450	4

Recreation Supervisor Men & Boys Activities	1	13-30RS	19,500	21,300	450	4
Recreation Supervisor Girls & Womens Act.	1	13-30RS	19,500	21,300	450	4
Registrar of Vital Stats.	1	7-30S	21,400	23,200	450	4
Senior Engineer	1	9-30S	20,800	22,600	450	4
Senior Planner	5	11-30PS	20,100	21,900	450	4
Senior Public Works Insp.	1	15-30S	19,000	20,800	450	4
Superintendent of Housing & Inspections	1	4-30S	22,300	24,100	450	4
Superintendent of Rec.	1	2-30S	23,600	25,400	450	4
Supervising Engr. Aide	1	1-30ES	26,900	28,700	450	4
Supervising Prin.Planner	1	1-30AS	25,000	26,800	450	4
Supervisor of Adm. Service	1	1-30ADS	28,700	30,500	450	4
Supervisor of Data Processing Programming	1	1-40SDP	25,500	27,300	450	4
Supervisor of License Insp	1	3-30LIS	23,100	24,900	450	4
Supervisor of Public Bldgs Markets & Docks	1	1-30PBS	24,700	26,500	450	4
Supervisor of Water & Sewage/Billing & Collect	1	13-30WSS	19,500	21,300	450	4
Treasurer, Public Employees Retirement System	1	11-30S	20,200	22,000	450	4
Welfare Inves. Supervisor	1	15-30S	19,000	20,800	450	4
Building Maintenance Worker Foreman M/W	2	2-40SPB	20,750	23,000	450	5
Chief Emergency Medical Technician	1	1-40EMS	24,750	27,000	450	5
Supervising Emergency Medical Technician	5	4-40EMS	19,250	21,500	450	5
Building Subcode Official	1	1-30SBS	24,500	26,300	450	4
Elect. Subcode Official	1	1-30SES	24,500	26,300	450	4
Plumbing Subcode Official	1	1-30SPS	24,500	26,300	450	4

APPENDIX "A-3"
CITY HALL SUPERVISORS--KEY PERSONNEL
SALARY SCHEDULE

EFFECTIVE OCTOBER 1, 1986

Title	T/O	Range	Min.	Max.	Inc.	Step
Assistant Business Adm.	1	1-30CSAB	29,200	31,000	450	4
Assistant Chief Clerk (Accounts & Control)	1	15-30S	19,500	21,300	450	4
Assistant Chief Clerk (Water Utility)	1	14-30S	19,800	21,600	450	4
Assistant Construction Official	1	1-30ACS	29,200	31,000	450	4
Assistant Coordinator for Federal & State Aid	1	6-30S	22,200	24,000	450	4
Assistant Municipal Comptroller	1	5-30S	22,500	24,300	450	4
Assistant Municipal Eng.	1	1-30CS	27,700	29,500	450	4
Assistant Municipal Treas	1	5-30S	22,500	24,300	450	4
Assistant Welfare Director	1	9-30S	21,300	23,100	450	4
Auditor	1	1-30S	25,700	27,500	450	4
Chief Asst Assessor	1	5-30S	22,500	24,300	450	4
Chief Elect. Inspector	1	6-30S	22,200	24,000	450	4
Chief Clerk (Accounts & Control)	1	9-30S	21,300	23,100	450	4
Chief Clerk (Health, Welfare & Housing)	1	12-30S	20,400	22,200	450	4
Chief Clerk (Violations) *	1	5-30S	22,500	24,300	450	4
Chief Clerk (Water Utility)	1	1-30S	25,700	27,500	450	4
Chief Loan Advisor	1	9-30S	21,300	23,100	450	4
Chief Plumbing Inspector	1	6-30S	22,200	24,000	450	4
Chief Sanitary Inspector-- Ind. Hygiene and Air Pollution Control	1	1-30S	25,700	27,500	450	4

Code Enforcement Officer	1	1-30CS	27,700	29,500	450	4
Coordinator of Federal & State Aid	1	5-30S	22,500	24,300	450	4
Coordinator of Housing	1	4-30CHS	22,700	24,500	450	4
Deputy Municipal Clerk **	1	3-30S	23,300	25,100	450	4
Deputy Municipal Court Clk*1	1	13-30S	20,100	21,900	450	4
Director of Data Process.	1	1-40S	34,200	36,000	450	4
Director of Public Health Nursing Service	1	3-30DPHS	23,600	25,400	450	4
Executive Assistant	1	6-30S	22,200	24,000	450	4
Executive Assistant in the Industrial Comm. *	1	1-30EAS	25,900	27,700	450	4
Executive Director Human Rights Comm.	1	15-30S	19,500	21,300	450	4
Field Representative Housing Rehabilitation	1	6-30S	22,200	24,000	450	4
Health Officer	1	1-30CSHO	28,200	30,000	450	4
Insurance Manager	1	11-30S	20,700	22,500	450	4
Market Supervisor	1	1-40MS	29,900	31,700	450	4
Municipal Comptroller	1	1-30MCS	29,200	31,000	450	4
Municipal Court Clerk *	1	4-30S	22,800	24,600	450	4
Municipal Superintendent of Weights & Measures	1	6-30S	22,200	24,000	450	4
Personnel Officer	1	1-30S	25,700	27,500	450	4
Principal Engineer	1	2-30S	24,100	25,900	450	4
Principal Planner	1	10-30S	21,000	22,800	450	4
Public Health Nurse Supervisor	2	10-30PHNS	20,900	22,700	450	4
Purchasing Agent	1	1-30S	25,700	27,500	450	4
Recreation Supervisor Recreation Centers	1	13-30RS	20,000	21,800	450	4

Recreation Supervisor Men & Boys Activities	1	13-30RS	20,000	21,800	450	4
Recreation Supervisor Girls & Womens Act.	1	13-30RS	20,000	21,800	450	4
Registrar of Vital Stats.	1	7-30S	21,900	23,700	450	4
Senior Engineer	1	9-30S	21,300	23,100	450	4
Senior Planner	5	11-30PS	20,600	22,400	450	4
Senior Public Works Insp.	1	15-30S	19,500	21,300	450	4
Superintendent of Housing & Inspections	1	4-30S	22,800	24,600	450	4
Superintendent of Rec.	1	2-40RS	32,266	34,066	450	4
Supervising Engin. Aide	1	1-30ES	27,400	29,200	450	4
Supervising Prin.Planner	1	1-30AS	25,500	27,300	450	4
Supervisor of Adm. Service	1	1-30ADS	29,200	31,000	450	4
Supervisor of Data Processing Programming	1	1-40SDP	26,000	27,800	450	4
Supervisor of License Insp	1	3-30LIS	23,600	25,400	450	4
Supervisor of Public Bldgs Markets & Docks	1	1-40PBS	34,033	35,833	450	4
Supervisor of Water & Sewage/Billing & Collect	1	13-30WSS	20,000	21,800	450	4
Treasurer, Public Employees Retirement System	1	11-30S	20,700	22,500	450	4
Welfare Inves. Supervisor	1	15-30S	19,500	21,300	450	4
Building Maintenance Worker Foreman M/W	2	2-40SPB	21,250	23,500	450	5
Chief Emergency Medical Technician	1	1-40EMS	25,250	27,500	450	5

Supervising Emergency Medical Technician	5	4-40EMS	19,750	22,000	450	5
Building Subcode Official	1	1-30SBS	25,000	26,800	450	4
Elect. Subcode Official	1	1-30SES	25,000	26,800	450	4
Plumbing Subcode Official	1	1-30SPS	25,000	26,800	450	4

APPENDIX "A-4"
CITY HALL SUPERVISORS--KEY PERSONNEL
SALARY SCHEDULE

EFFECTIVE APRIL 1, 1987:

<u>Title</u>	<u>T/O</u>	<u>Range</u>	<u>Min.</u>	<u>Max.</u>	<u>Inc.</u>	<u>Step</u>
Assistant Business Adm.	1	1-30CSAB	29,700	31,500	450	4
Assistant Chief Clerk (Accounts & Control)	1	15-30S	20,000	21,800	450	4
Assistant Chief Clerk (Water Utility)	1	14-30S	20,300	22,100	450	4
Assistant Construction Official	1	1-30ACS	29,700	31,500	450	4
Assistant Coordinator for Federal & State Aid	1	6-30S	22,700	24,500	450	4
Assistant Municipal Comptroller	1	5-30S	23,000	24,800	450	4
Assistant Municipal Eng.	1	1-30CS	28,200	30,000	450	4
Assistant Municipal Treas	1	5-30S	23,000	24,800	450	4
Assistant Welfare Director	1	9-30S	21,800	23,600	450	4
Auditor	1	1-30S	26,200	28,000	450	4
Chief Asst Assessor	1	5-30S	23,000	24,800	450	4
Chief Elect. Inspector	1	6-30S	22,700	24,500	450	4
Chief Clerk (Accounts & Control)	1	9-30S	21,800	23,600	450	4
Chief Clerk (Health, Welfare & Housing)	1	12-30S	20,900	22,700	450	4
Chief Clerk (Violations) *	1	5-30S	23,000	24,800	450	4
Chief Clerk (Water Utility)	1	1-30S	26,200	28,000	450	4
Chief Loan Advisor	1	9-30S	21,800	23,600	450	4
Chief Plumbing Inspector	1	6-30S	22,700	24,500	450	4
Chief Sanitary Inspector-- Ind. Hygiene and Air Pollution Control	1	1-30S	26,200	28,000	450	4

Code Enforcement Officer	1	1-30CS	28,200	30,000	450	4
Coordinator of Federal & State Aid	1	5-30S	23,000	24,800	450	4
Coordinator of Housing	1	4-30CHS	23,200	25,000	450	4
Deputy Municipal Clerk **	1	3-30S	23,800	25,600	450	4
Deputy Municipal Court Clk*1	1	13-30S	20,600	22,400	450	4
Director of Data Process.	1	1-40S	34,700	36,500	450	4
Director of Public Health Nursing Service	1	3-30DPHS	24,100	25,900	450	4
Executive Assistant	1	6-30S	22,700	24,500	450	4
Executive Assistant in the Industrial Comm. *	1	1-30EAS	26,400	28,200	450	4
Executive Director Human Rights Comm.	1	15-30S	20,000	21,800	450	4
Field Representative Housing Rehabilitation	1	6-30S	22,700	24,500	450	4
Health Officer	1	1-30CSHO	28,700	30,500	450	4
Insurance Manager	1	11-30S	21,200	23,000	450	4
Market Supervisor	1	1-40MS	30,400	32,200	450	4
Municipal Comptroller	1	1-30MCS	29,700	31,500	450	4
Municipal Court Clerk *	1	4-30S	23,300	25,100	450	4
Municipal Superintendent of Weights & Measures	1	6-30S	22,700	24,500	450	4
Personnel Officer	1	1-30S	26,200	28,000	450	4
Principal Engineer	1	2-30S	24,600	26,400	450	4
Principal Planner	1	10-30S	21,500	23,300	450	4
Public Health Nurse Supervisor	2	10-30PHNS	21,400	23,200	450	4
Purchasing Agent	1	1-30S	26,200	28,000	450	4
Recreation Supervisor Recreation Centers	1	13-30RS	20,500	22,300	450	4

Recreation Supervisor Men & Boys Activities	1	13-30RS	20,500	22,300	450	4
Recreation Supervisor Girls & Womens Act.	1	13-30RS	20,500	22,300	450	4
Registrar of Vital Stats.	1	7-30S	22,400	24,200	450	4
Senior Engineer	1	9-30S	21,800	23,600	450	4
Senior Planner	5	11-30PS	21,100	22,900	450	4
Senior Public Works Insp.	1	15-30S	20,000	21,800	450	4
Superintendent of Housing & Inspections	1	4-30S	23,300	25,100	450	4
Superintendent of Rec.	1	2-40RS	32,766	34,566	450	4
Supervising Engin. Aide	1	1-30ES	27,900	29,700	450	4
Supervising Prin.Planner	1	1-30AS	26,000	27,800	450	4
Supervisor of Adm. Service	1	1-30ADS	29,700	31,500	450	4
Supervisor of Data Processing Programming	1	1-40SDP	26,500	28,300	450	4
Supervisor of License Insp	1	3-30LIS	24,100	25,900	450	4
Supervisor of Public Bldgs Markets & Docks	1	1-40PBS	34,533	36,333	450	4
Supervisor of Water & Sewage/Billing & Collect	1	13-30WSS	20,500	22,300	450	4
Treasurer, Public Employees Retirement System	1	11-30S	21,200	23,000	450	4
Welfare Inves. Supervisor	1	15-30S	20,000	21,800	450	4
Building Maintenance Worker Foreman M/W	2	2-40SPB	21,750	24,000	450	5
Chief Emergency Medical Technician	1	1-40EMS	25,750	28,000	450	5

Supervising Emergency Medical Technician	5	4-40EMS	20,250	22,500	450	5
Building Subcode Official	1	1-30SBS	25,500	27,300	450	4
Elect. Subcode Official	1	1-30SES	25,500	27,300	450	4
Plumbing Subcode Official	1	1-30SPS	25,500	27,300	450	4

APPENDIX "A-5"
CITY HALL SUPERVISORS--KEY PERSONNEL
SALARY SCHEDULE

EFFECTIVE OCTOBER 1, 1987:

<u>Title</u>	<u>T/O</u>	<u>Range</u>	<u>Min.</u>	<u>Max.</u>	<u>Inc.</u>	<u>Step</u>
Assistant Business Adm.	1	1-30CSAB	30,200	32,000	450	4
Assistant Chief Clerk (Accounts & Control)	1	15-30S	20,500	22,300	450	4
Assistant Chief Clerk (Water Utility)	1	14-30S	20,800	22,600	450	4
Assistant Construction Official	1	1-30ACS	30,200	32,000	450	4
Assistant Coordinator for Federal & State Aid	1	6-30S	23,200	25,000	450	4
Assistant Municipal Comptroller	1	5-30S	23,500	25,300	450	4
Assistant Municipal Eng.	1	1-30CS	28,700	30,500	450	4
Assistant Municipal Treas	1	5-30S	23,500	25,300	450	4
Assistant Welfare Director	1	9-30S	22,300	24,100	450	4
Auditor	1	1-30S	26,700	28,500	450	4
Chief Asst Assessor	1	5-30S	23,500	25,300	450	4
Chief Elect. Inspector	1	6-30S	23,200	25,000	450	4
Chief Clerk (Accounts & Control)	1	9-30S	22,300	24,100	450	4
Chief Clerk (Health, Welfare & Housing)	1	12-30S	21,400	23,200	450	4
Chief Clerk (Violations) *	1	5-30S	23,500	25,300	450	4
Chief Clerk (Water Utility)	1	1-30S	26,700	28,500	450	4
Chief Loan Advisor	1	9-30S	22,300	24,100	450	4
Chief Plumbing Inspector	1	6-30S	23,200	25,000	450	4
Chief Sanitary Inspector-- Ind. Hygiene and Air Pollution Control	1	1-30S	26,700	28,500	450	4

Code Enforcement Officer	1	1-30CS	28,700	30,500	450	4
Coordinator of Federal & State Aid	1	5-30S	23,500	25,300	450	4
Coordinator of Housing	1	4-30CHS	23,700	25,500	450	4
Deputy Municipal Clerk **	1	3-30S	24,300	26,100	450	4
Deputy Municipal Court Clk*1	1	13-30S	21,100	22,900	450	4
Director of Data Process.	1	1-40S	35,200	37,000	450	4
Director of Public Health Nursing Service	1	3-30DPHS	24,600	26,400	450	4
Executive Assistant	1	6-30S	23,200	25,000	450	4
Executive Assistant in the Industrial Comm. *	1	1-30EAS	26,900	28,700	450	4
Executive Director Human Rights Comm.	1	15-30S	20,500	22,300	450	4
Field Representative Housing Rehabilitation	1	6-30S	23,200	25,000	450	4
Health Officer	1	1-30CSHO	29,200	31,000	450	4
Insurance Manager	1	11-30S	21,700	23,500	450	4
Market Supervisor	1	1-40MS	30,900	32,700	450	4
Municipal Comptroller	1	1-30MCS	30,200	32,000	450	4
Municipal Court Clerk *	1	4-30S	23,800	25,600	450	4
Municipal Superintendent of Weights & Measures	1	6-30S	23,200	25,000	450	4
Personnel Officer	1	1-30S	26,700	28,500	450	4
Principal Engineer	1	2-30S	25,100	26,900	450	4
Principal Planner	1	10-30S	22,000	23,800	450	4
Public Health Nurse Supervisor	2	10-30PHNS	21,900	23,700	450	4
Purchasing Agent	1	1-30S	26,700	28,500	450	4
Recreation Supervisor Recreation Centers	1	13-30RS	21,000	22,800	450	4

Recreation Supervisor Men & Boys Activities	1	13-30RS	21,000	22,800	450	4
Recreation Supervisor Girls & Womens Act.	1	13-30RS	21,000	22,800	450	4
Registrar of Vital Stats.	1	7-30S	22,900	24,700	450	4
Senior Engineer	1	9-30S	22,300	24,100	450	4
Senior Planner	5	11-30PS	21,600	23,400	450	4
Senior Public Works Insp.	1	15-30S	20,500	22,300	450	4
Superintendent of Housing & Inspections	1	4-30S	23,800	25,600	450	4
Superintendent of Rec.	1	2-40RS	33,266	35,066	450	4
Supervising Engin. Aide	1	1-30ES	28,400	30,200	450	4
Supervising Prin.Planner	1	1-30AS	26,500	28,300	450	4
Supervisor of Adm. Service	1	1-30ADS	30,200	32,000	450	4
Supervisor of Data Processing Programming	1	1-40SDP	27,000	28,800	450	4
Supervisor of License Insp	1	3-30LIS	24,600	26,400	450	4
Supervisor of Public Bldgs Markets & Docks	1	1-40PBS	35,033	36,833	450	4
Supervisor of Water & Sewage/Billing & Collect	1	13-30WSS	21,000	22,800	450	4
Treasurer, Public Employees Retirement System	1	11-30S	21,700	23,500	450	4
Welfare Inves. Supervisor	1	15-30S	20,500	22,300	450	4
Building Maintenance Worker Foreman M/W	2	2-40SPB	22,250	24,500	450	5
Chief Emergency Medical Technician	1	1-40EMS	26,250	28,500	450	5

Supervising Emergency Medical Technician	5	4-40EMS	20,750	23,000	450	5
Building Subcode Official	1	1-30SBS	26,000	27,800	450	4
Elect. Subcode Official	1	1-30SES	26,000	27,800	450	4
Plumbing Subcode Official	1	1-30SPS	26,000	27,800	450	4

Notes: * Ordinance is required to be adopted by City Council.
 ** Resolution is required to be adopted by City Council.
 All others are by Executive Order of the Mayor.

ARTICLE XXVI-A

UNIFORM AND CLOTHING MAINTENANCE ALLOWANCE

1. The City shall pay to each Supervising Emergency Medical Technician under this Agreement a clothing maintenance allowance of \$125.00. To qualify for payment, the Supervising Emergency Medical Technician must be actively employed as of April 1st of the year payment is to be made. Said payment will be made the second pay period of April, or as soon as possible thereafter.

2. On a replacement basis, the City will provide each Supervising Medical Technician under this Agreement with the following clothing for work purposes which shall be of good quality and in good condition: One windbreaker, one winter coat, three long sleeve shirts (winter shirts), three short sleeve shirts (summer shirts), four pairs of pants and rain gear, including rain boots, rain jacket and rain hood. Clothing which is damaged as a result of job related activities shall be replaced by the City at its expense. Clothing that is lost or damaged because of the employee's negligence shall be replaced at the employee's expense.

3. Building Maintenance Foremen, who are employed by the City as of April 1, 1986, will receive \$200.00 as clothing allowance for the year 1986.

Payment will be made the second pay period of April 1986. Building Maintenance Foremen covered by this Agreement, who are employed by the City as of April 1, 1987, will receive \$200.00 as clothing allowance for the year 1987.

Payment will be made the second pay period of April 1987.

ARTICLE XXVII

JURY DUTY

1. An employee who is called to Jury Duty shall immediately notify his supervisor.

2. An employee who is excused from Jury Duty service on any day shall report for work on such day.

3. An employee shall not be required to report back for work on any day he is in attendance at Court for Jury Duty service, regardless of the employee's shift.

4. The employer retains the right to request that the employee be excused from Jury Duty because he is required on the job.

ARTICLE XXVIII

APPROPRIATION OF FUNDS

All wages and other financial benefits accruing to supervisors covered by this Agreement shall be specifically subject to the appropriation of adequate and necessary funds therefore by the Elizabeth City Council in its annual municipal budget or as otherwise allowed by law.

ARTICLE XXIX

EMBODIMENT OF AGREEMENT

This document constitutes the sole and complete agreement between the parties and embodies all the terms and conditions governing the employment of employees in the unit. The parties acknowledge that they have had the opportunity to present and discuss proposals on any subject which is (or may be) subject to collective bargaining. Any prior commitment or agreement between the City and the Association or any individual employee covered by this Agreement is hereby superseded.

ARTICLE XXX

TRAVEL ALLOWANCE

All employees covered by this Agreement who are required to use privately-owned automobiles in the performance of their daily duties shall be reimbursed for such use at the rate of eighteen (18) cents per mile.

The use of all privately-owned automobiles must be authorized by the Director in charge or his designee.

ARTICLE XXXI

TERM OF AGREEMENT

1. This Agreement shall be in full force and effect from April 1, 1986 through and including the 31st day of March, 1988. If either party wishes to terminate, amend or otherwise modify the terms and conditions set forth herein at the time of the expiration, he must notify the party in writing not less than sixty (60) days prior to such expiration date.

2. The Agreement shall remain in full force and effect on a day-to-day basis during collective negotiations between the parties extending beyond the date of expiration set forth herein, unless and until either party serves the other with written notice of termination by registered mail in which event the agreement shall terminate five (5) days following receipt of such notice.

CITY OF ELIZABETH, NEW JERSEY

BY: Thomas G. Dunn
THOMAS G. DUNN, Mayor

ATTEST:

John J. Dwyer
JOHN J. DWYER, City Clerk

CITY OF ELIZABETH

APPROVED
AS TO FORM
<i>F.W.</i>
PHYSICAL
DESCRIPTION
TERMS & CONDITIONS
<i>J.S.D.</i>
EXPIRATION

CITY HALL SUPERVISORS ASSOCIATION

BY: Thomas Malanga
THOMAS MALANGA, President
Carmine R. Valiante
CARMINE R. VALIANTE, Vice President