

**RESOLUTION R:143-2016**

**RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP  
OF MONROE AUTHORIZING THE RENEWAL OF A COLLECTIVE  
BARGAINING AGREEMENT BETWEEN THE TOWNSHIP OF MONROE AND  
UNITED FOOD & COMMERCIAL WORKERS UNION, LOCAL 1360 FROM  
JANUARY 1, 2015 THROUGH DECEMBER 31, 2017**

**WHEREAS**, United Food & Commercial Workers Union, Local 1360 currently provides services for the Department of Public Works; and

**WHEREAS**, the Township Council of the Township of Monroe and the Mayor have negotiated a written Collective Bargaining Agreement between the Township of Monroe and United Food & Commercial Workers Union, Local 1360; and

**WHEREAS**, after due deliberation and consultation, the Township Council of the Township of Monroe has determined it is in the interest of the residents of the Township of Monroe that the Collective Bargaining Agreement negotiated between the Township of Monroe and United Food & Commercial Workers Union, Local 1360 be authorized.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Monroe that the Mayor is hereby authorized to execute the Collective Bargaining Agreement between UFCW Local 1360 and the Township of Monroe from January 1, 2015 through December 31, 2017.

**ADOPTED** at a meeting of the Township Council of the Township of Monroe on July 11, 2016.

**TOWNSHIP OF MONROE**

  
\_\_\_\_\_  
**CNCL. PRES., CODY D. MILLER**

**ATTEST:**

  
\_\_\_\_\_  
**TWP. CLERK, SUSAN McCORMICK, RMC  
OR DEPUTY CLERK, SHARON WRIGHT, RMC**

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JANUARY 1, 2015 THROUGH DECEMBER 31, 2017**

**CERTIFICATION OF CLERK**

The foregoing resolution was duly adopted at a regular meeting of the Township Council of the Township of Monroe held on the 11<sup>th</sup> day of July 2016 at the Municipal Building, 125 Virginia Avenue, Williamstown, New Jersey 08094.

*Susan McCormick*

**TWP. CLERK, SUSAN McCORMICK, RMC  
OR DEPUTY CLERK, SHARON WRIGHT, RMC**

**ROLL CALL VOTE**

	Aye	Nay	Abstain	Absent
Cncl. Bryson	✓			
Cncl. Caligiuri	✓			
Cncl. Dilks				✓
Cncl. DiLucia	✓			
Cncl. Heffner	✓			
Cncl. McIlvaine	✓			
Cncl. Pres. Miller	✓			
<b>TALLY:</b>	<b>6</b>			<b>1</b>

**AGREEMENT**  
by and between  
**Monroe Township**  
and  
**United Food & Commercial Workers Union Local 1360**

**EFFECTIVE DATE: January 1, 2015**  
**EXPIRATION DATE: December 31, 2017**

This Union contract, negotiated for you by UFCW Local 1360, carefully explains in detail all of the terms and conditions of your employment and your many rights and benefits as a Union member.

You should read this agreement carefully because it is important for you to be fully aware of all these protections and benefits and to understand how they help you on the job.

When all of the provisions of this contract are observed, you receive the full measure of benefit you are entitled to in return for your hours of labor.

In addition to providing job security, this contract has an efficient grievance procedure for the orderly and fair settlement of any problem you may encounter in the course of your employment.

If you have any questions regarding the rights or benefits under this agreement, please ask your Shop Steward or Union Business Representative for assistance.

Also feel free to call or visit the Union Office. Remember, help is always as close to you as your telephone.

Sincerely and Fraternaly,

Sam Ferraino, President

FOR ASSISTANCE WITH PROBLEMS  
ON-OR-OFF-THE-JOB CALL

NJ 1-888-YES-1360  
856-767-4001

## TABLE OF CONTENTS

<u>Article</u>		<u>Page</u>
I	Purpose.....	1
II	Recognition .....	1
III	Dues Check-off & Agency Shop .....	1
IV	Grievance and Arbitration Procedure .....	2
V	Seniority .....	4
VI	Management Rights .....	4
VII	Leave of Absence Without Pay .....	5
VIII	Union Activities .....	6
IX	Union Stewards, Enforcement of Standards .....	7
X	Hours and Overtime .....	7
XI	Call In Time.....	8
XII	Sick Leave .....	8
XIII	Disability Leave and Workers Compensation Benefits.....	10
XIV	Holidays .....	12
XV	Personal Days .....	12
XVI	Vacations.....	13
XVII	Health and Welfare.....	14
XVIII	Longevity .....	16
XIX	Bereavement Leave .....	16
XX	Military Leave .....	17
XXI	Clothing Allowance.....	17
XXII	Miscellaneous.....	18
XXIII	Retirement .....	18
XXIV	Rates of Pay .....	18
XXV	Service Records .....	19
XXVI	No-Strike Clause .....	20
XXVII	Separability.....	20
XXVIII	Duration of Agreement.....	20
	Appendix "A".....	

**THIS AGREEMENT** is made and entered into this 1<sup>st</sup> day of January 2015, by and between **MONROE TOWNSHIP** (hereinafter referred to as "**Employer**" or "**Township**") and **UNITED FOOD AND COMMERCIAL WORKERS UNION, Local 1360**, (hereinafter referred to as "**Union**") chartered by UNITED FOOD AND COMMERCIAL WORKERS INTERNATIONAL UNION affiliated with AFL-CIO, CLC.

## **ARTICLE I PURPOSE**

The Employer actively participated in joint negotiations through its authorized negotiating representative and with the Union, which negotiations have resulted in this Labor Agreement establishing mutually satisfactory conditions of employment, as more particularly hereinafter set forth.

## **ARTICLE II RECOGNITION**

The Employer recognizes the Union as the exclusive representative of all full-time and regular part-time white collar and blue collar employees except police, confidential, managerial executives, professionals, craft employees and supervisors.

This Agreement shall be applicable to the classifications set forth in Appendix A and such additional classifications as the parties may agree to in the future. It is understood that upon exceeding four (4) months, any temporary or seasonal positions shall be deemed permanent and shall be included in the unit. However, any employee hired to replace a permanent employee on a leave of absence for union business pursuant to Article VII (Section A.5.) shall be deemed a temporary employee for the duration of the permanent employee's leave of absence. The parties agree that non-bargaining unit employees may not be used in a manner which undermines the bargaining unit or its contractual rights.

Whenever a new job classification is established, the Township will notify the Union of its position regarding inclusion of said title in the bargaining unit and, if mutually agreeable, shall enter into negotiations with respect to salary and other terms and conditions of employment as may pertain specifically to such classification. Any dispute over inclusion of a title shall be resolved by PERC.

## **ARTICLE III DUES CHECK-OFF & AGENCY SHOP**

- A. The Employer agrees to check-off initiation fees and regular Union dues, upon presentation to it, of a lawful check-off authorization, executed by the employee.
- B. The Union shall certify to the Employer, the amount of regular Union dues to be deducted, pursuant to the check-off authorization.

- C. Said deductions shall be on a bi-weekly basis and remitted to the Union on a monthly basis.
- D. The Township agrees to deduct the representation fee in lieu of dues from the earnings of those employees who elect not to become members of the Union and transmit the fee to the Union as the majority representative. The representation fee shall be eighty-five (85%) percent of the regular Union membership dues, fees and assessments and notice of said amount shall be furnished to the Township in writing by the majority representative. The Union agrees to establish and maintain a demand and return system in accordance with the provisions of State law.
- E. Payment of dues or the representation fee in lieu of dues, shall commence on the 30th day following the beginning of an employee's employment in a position in the contractual bargaining unit or on the 10th day following re-entry into the contractual bargaining unit in a position included in the bargaining unit.
- F. The Employer agrees to deduct authorized Credit union payments from the wages of employees upon receipt of proper written authorization from an employee and to remit the same to the Credit Union consistent with the payroll procedures of the Employer.

**ARTICLE IV  
GRIEVANCE AND ARBITRATION PROCEDURE**

- A. A "Grievance" shall be any difference of opinion, controversy or dispute arising between the parties hereto relating to the alleged violation of, interpretation or application of any of the provisions of this Agreement.
- B. A grievance to be considered in this procedure must be initiated by the employee within fourteen (14) working days from the time the employee knew or should have known of its occurrence.
- C. Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved employee to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step.
- D. It is understood that employees shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Township until such grievance has been fully determined.

### **LEVEL ONE: INFORMAL PRESENTATION**

An employee with a grievance shall first discuss it with his immediate supervisor/foreman, either directly or through the Union's designated representative with the objective of resolving the matter informally.

### **LEVEL TWO: DIRECTOR**

If the grievance is not settled through Level One, the same shall within five (5) working days of the submission at Level One, be reduced in writing by the employee and submitted to his/her Director, or any person designated by him/her and the answer to such grievance shall be made in writing, with a copy to the Union within five (5) working days of submission.

### **LEVEL THREE: BUSINESS ADMINISTRATOR**

If the grievance is not settled through Level Two, then the aggrieved shall have the right within five (5) working days of the receipt of the answer at Level Two, to submit such grievance to the Business Administrator. A written answer to such grievance shall be served upon the individual, with a copy to the Union, within ten (10) calendar days after submission.

### **LEVEL FOUR: MAYOR**

If the grievance is not settled through Level Three, then the aggrieved shall have the right within five (5) working days of the receipt of the answer at Level Three, to submit such grievance to the Mayor. A written answer to such grievance shall be served upon the individual, with a copy to the Union, within twelve (12) calendar days after submission.

### **LEVEL FIVE: ARBITRATION**

1. If the aggrieved is not satisfied with the disposition of the grievance at Level Four, the aggrieved may proceed to arbitration by giving written notice thereof to the Mayor within thirty (30) calendar days after the decision at Level Four. The Union shall make the final decision to proceed to arbitration.
2. The Mayor and the Union shall attempt to agree upon a mutually acceptable Arbitrator and secure a commitment from said Arbitrator to serve. If within twenty (20) working days after written notice of intention to proceed to arbitration, the parties are unable to agree upon an arbitrator, a request for a list of arbitrators shall be made to the American Arbitration Association. The parties shall then be bound by the rules and procedures of the American Arbitration Association.

3. The Arbitrator shall limit himself to the Agreement and the issues submitted to him and he shall consider nothing else. He can add nothing to, nor subtract anything from the Agreement between the parties or any policies of the Township. The decision of the Arbitrator shall be final and binding on the parties. The decision shall be rendered within thirty (30) days of the completion of the Arbitrator's hearing. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process.
4. The cost for the services of the Arbitrator and the cost of the hearing room, shall be shared equally between the parties.

#### **ARTICLE V SENIORITY**

- A. Seniority is defined as the employee's accumulated length of service with the Township. Seniority lists shall be established by the Township one (1) time each year and submitted to the Local Union.
  1. When a position becomes available it shall be posted prior to recruiting from outside.
- B. Employees returning from military service shall have their wages and classification determined by the then existing law provided they apply for work within the required period in the Veteran's Reemployment Rights Act requirements. Said job restoration shall be consistent with the then current Veterans Reemployment Rights Act.
- C.
  1. In the case of lay-off, due to lack of work, of an employee, seniority shall be the determining factor.
  2. The Employer shall give sixty (60) days' notice to the Union and the employee of an intended layoff.

#### **ARTICLE VI MANAGEMENT RIGHTS**

- A. The Township hereby retains and reserves unto itself without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the Laws and Constitution of the State of New Jersey and of the United States, foregoing, the following rights:
  1. The executive, management and administrative control of the Township Government and its properties and facilities, and the activities of its employees.



2. To hire all employees, and subject to the provisions of law, to determine their qualifications and conditions for continued employment, or assignment and to promote and transfer employees.
3. To suspend, demote, discharge or take other disciplinary action for good and just cause according to law, subject to the grievance procedure.

**ARTICLE VII  
LEAVE OF ABSENCE WITHOUT PAY**

A. The Township of Monroe may grant the privilege of a leave of absence without pay for an appropriate reason to a permanent employee for a period not to exceed six (6) months at any one time.

1. A request for leave of absence shall be submitted to the immediate supervisor at least two (2) weeks prior to the anticipated start of the leave, except in case of emergencies. The supervisor shall forward his recommendation to the department head who in turn will forward his recommendation to the Business Administrator.
2. Such leaves of absence may be renewed for an additional period not to exceed six (6) months, only by formal action of the Mayor, with the approval of the governing body. No further renewal may be granted, except upon the approval by the Department of Personnel for reasons as established by Commission Regulations.
3. Notice of all leaves of absence without pay, and renewals of such leave, shall be forwarded forthwith to the New Jersey Department of Personnel.
4. During any such leave, health benefits shall be made available to the employee at the election of the employee and at the employee's expense pursuant to COBRA, except for leave taken pursuant to the FMLA.
5. Employees who are appointed or elected to a Union position shall be granted a leave of absence upon proper written notice from the employee and/or the Union at least two (2) weeks prior to the leave, where practicable. During any such Union leave, health benefits shall be made available to the employee at the election of the employee and at the employee's expense or the Union's expense on behalf of the employee pursuant to COBRA. At the end of the leave of absence, the employee may elect to return to employment with the Township without loss of seniority, at their former wage rate, plus any increase or less any reduction that may have become effective during the employee's leave of absence. Any time spent on a leave of absence under this subsection shall be considered as time worked for purposes of seniority, entitlement to vacation, personal holidays and

other terms and conditions of employment. No such benefits shall accrue during the employee's leave of absence at the Employer's expense provided however that the Union may pay to the Employer the value of the benefits that would have accrued during the leave of absence so as to entitle the employee to the benefit thereof. Any employee who is hired to replace an employee on a Union leave of absence shall be deemed a temporary employee for the duration of the employee's Union leave of absence.

B. Family and Medical Leave

Pursuant to New Jersey Family Leave Act (FLA) and/or the federal Family and Medical Leave Act (FMLA), eligible employees with at least one (1) year of service and who have worked the required number of hours (1,000 hours over the previous 12 months for the NJFLA; 1,250 hours over the previous 12 months for the FMLA) shall enjoy all rights and benefits under those laws, including continued health benefits for a period of twelve (12) weeks while on leave. Eligible employees shall consult the Township's Family Medical Leave Policy for applicable procedures, entitlement and rules related to such leave. To the extent permissible by law, any such leave taken under FMLA or NJFLA shall run concurrently to any sick leave as long as such leave also qualifies for family medical leave under state or federal law. This shall not apply to disability leave, which shall run consecutive to leave under the FMLA. Upon the exhaustion of all sick leave during a leave taken under FMLA or NJFLA, the employees may use, but are not required to use, any available personal or vacation leave.

**ARTICLE VIII  
UNION ACTIVITIES**

- A. There shall be no discrimination against any employee because of their Union membership or activities. Neither shall there be any discrimination in employment because of race, color, creed, age or sex.
- B. Bulletin boards on the Employer's premises may be used by the Union, provided any notices posted thereon are first approved by the Employer's Personnel Department. The requirement shall not apply to Union meeting notices, which contain only time, place and date of meeting.
- C. Shop Stewards shall be permitted to handle Union representation matters during working hours without loss of pay up to a maximum of one hour per week, or such additional time as may be necessary and mutually agreed to between the Township and the Union. Union officials will continue the practice of notifying their supervisor prior to taking time off for Union activity.

**ARTICLE IX**  
**UNION STEWARDS, ENFORCEMENT OF STANDARDS**

- A. The Union will use its best efforts to secure as stewards a high caliber of employee, who shall be required to conform to the standards and qualifications required by the Union.
- B. The Union shall furnish the Employer with a complete list of the Stewards, which list shall be supplemented from time to time as necessary.
- C. The Union shall enforce the rules and regulations of the Employer and through advice, instruction and example, maintain the highest standards of work.

**ARTICLE X**  
**HOURS AND OVERTIME**

- A. The basic work week before overtime shall be forty (40) hours.
- B. All hours worked in excess of forty (40) hours per week shall be compensated at the rate of one and one-half (1 ½) times the employee's hourly rate. All hours worked by full-time employees on Saturdays shall be compensated at the rate of one and one-half (1 ½) times the employee's regular hourly rate. All hours worked by full-time employees on Sundays shall be compensated at double (2) times the employee's hourly rate. All hours worked by full-time employees on the holidays set forth in Article XIII of this Agreement shall be compensated at one and one-half (1 ½) times the employee's regular hourly rate, in addition to which the employee shall receive eight (8) hours of holiday pay at the employee's straight-time rate. Paid time off, vacation, sick, holiday and personal time shall count as hours worked. All overtime must be approved by the employee's supervisor or the supervisor's designee.
- C. All employees shall be entitled to a thirty (30) minute duty free lunch. It is understood that foregoing one's lunch break does not mean the employee is permitted to leave work early, unless authorized by the employee's supervisor.
- D. Determination of the starting time of daily and weekly work schedules and the number of hours of work, shall be made by the Employer; provided, however, that the Employer shall post in each department, no later than 12:00 noon on Friday, the work schedule of the employees in that department, for the following work week. These schedules shall contain daily starting and quitting times and designate the day or days off.
- E. Each employee shall be entitled to one fifteen (15) minutes break for each half-day of work. It is understood that foregoing one's break does not mean the employee is permitted to leave work early, unless authorized by the employee's supervisor.
- F. Overtime shall at all times first be offered, by seniority and on a rotating basis, to

qualified volunteers within the Division where the overtime exists. If there are insufficient qualified volunteers within the Division, overtime will then be offered, by seniority and on a rotating basis, to qualified volunteers who work in the Department where the overtime exists. If there are insufficient volunteers within the Department, overtime will then be offered, by seniority and on a rotating basis, to qualified employees Township-wide. If there are insufficient qualified volunteers Township-wide, then qualified employees within the Division where the overtime exists may be called in to work the overtime in reverse order of seniority. If there are insufficient qualified employees from the Division to fill the overtime needs, then qualified employees within the Department where the overtime exists may be called in to work the overtime in reverse order of seniority. Where there are no volunteers employees may decline to work the overtime for good cause only. Seniority lists will be established which will list those employees who are interested in overtime. Employees can add or withdraw their names on a monthly basis. No employee shall be permitted to authorize their own overtime.

- G. Overtime shall be paid to employees in cash in the pay period in which it was earned. Where departmental budgetary constraints exist, overtime may be paid in compensatory time at the appropriate rate.
- H. Public Works and Parks and Recreation employees shall be compensated at double (2) times the employee's hourly rate for all hours worked in excess of twelve (12) continuous hours. Paid time-off, vacation, sick, holiday and personal time shall not count as hours worked under this paragraph, except on Sundays.

#### **ARTICLE XI CALL IN TIME**

- A. Any employee who is requested by the Township and must return to work during periods other than his/her regularly scheduled shift, shall be guaranteed not less than two (2) hours call in pay, regardless of the number of hours actually worked. This will be compensated at time and a half (1 ½) for hours worked in excess of forty (40).
- B. Employees who are required by the Township to remain on call beyond their basic work week shall receive, on an annual basis, a lump sum payment, not on base, of \$250.00. Said payment shall be made at the end of each year, for the preceding year and shall be prorated, if the affected employee works less than full year for the Township.

#### **ARTICLE XII SICK LEAVE**

- A. Sick leave is hereby defined to mean the absence of an employee from duty because of personal illness or other health conditions that prevents the employee from doing the usual duties of the employee's position.

- B. A full time or regular part-time employee who is unable to perform his or her assigned duties because of personal illness, injury or other health condition, shall be entitled to receive sick leave with pay. Sick leave may also be used to enable an employee to obtain care or treatment of a health condition or for the care of an ill immediate family member. The "immediate family" shall mean father, mother, wife, husband, child, brother, sister, including those with step relationships or any member of employee's immediate household living with the employee. When sick leave is used for the sole purpose of attending medical appointments the employee shall be required to produce a note from the medical provider confirming that the employee attended the appointment.
- C. All full-time employees shall be afforded paid sick leave on the basis of one (1) working day per month up to the end of the first year, and (15) working days of paid sick leave for each calendar year thereafter. Part-time employees shall be entitled to paid sick days on a pro rata basis.
- D. An employee commences earning sick leave from the day of hiring and as long as he/she is actively working or being compensated for vacation, personal leave or sick time.
- E. Sick leave benefits do not accumulate during any leave of absence, or disciplinary action which exceeds thirty (30) days.
- F. Sick leave may be taken in hourly increments.
- G. Sick leave not taken by an employee in any one (1) year shall then accumulate from year to year without limit.
- H. Upon completion of five (5) years, an employee will have the option to sell back up to eight (8) days at one hundred (100%) percent accumulated unused sick leave for that year provided that the employee has accumulated and reserved a minimum of sixty (60) days of unused sick leave, and the employee notifies the Township, in writing, of his/her intent to buy back the sick leave by November 1st. The request is to be approved by the Township by December 1st, and payment will be received by December 14th.
- I. An employee who retires with a minimum of fifteen (15) years of service with the Township shall be paid for seventy five (75%) of his/her unused/accumulated sick time at the employee's rate of pay up to a maximum of \$10,000. For the purposes of this Article, retirement is defined as eligibility for pension benefits under PERS.
- J. If an employee dies while in the active employment of the Township, his/her estate shall be paid seventy five percent (75%) of all accumulated but unused sick time up to a maximum of \$10,000.
- K. Any employee who is absent for reasons that entitle him/her to sick leave shall notify his supervisor promptly, but not later than one (1) hour before the employee's usual starting

time, except in cases of emergency, where the employee is unable to do so. In the absence of the supervisor, employees shall contact the Department Head or Human Resources Department or may leave a message on a voice-mail number designated by the Township. Failure to follow the notification procedure could result in the denial of sick leave for that absence and/or other disciplinary action. The following conditions apply:

1. Employees are required to produce a doctor's certificate verifying the need for sick leave when the employee is absent from work for three (3) or more consecutive days. Failure to produce a doctor's certificate may be cause for denial of sick leave.
  2. The Township reserves the right to have an employee examined by a physician appointed and paid for by the Township in order to verify the employee's fitness to return to duty. In such cases the employee will have the right to be examined by his/her own physician to verify fitness to return to duty. Where the physicians' opinions conflict, the employee shall be examined by an independent physician mutually selected by the Union and the Township whose opinion shall be binding on the parties. The Township shall bear the costs of the examinations and written opinions, if any.
- L. In the event sick leave is not approved or the employee has exhausted his/her accumulated sick leave, the absence may be without pay or charged to employee's vacation at the Township's discretion. An employee who is charged with vacation time under this subparagraph, and who subsequently has insufficient vacation time to cover a scheduled and approved vacation, will be entitled to take vacation without pay.

**ARTICLE XIII  
DISABILITY LEAVE AND WORKER'S COMPENSATION BENEFITS**

A. Disability Leave

For the purpose of this article a disability is hereby defined as an illness or non-work related injury in which an employee who is under a physician's care is deemed through medical diagnosis as unable to perform the essential functions of their job duties. Any leave taken pursuant to this Section shall be deemed to run consecutive to and subject to the terms of provisions of the Family and Medical Leave Act and the New Jersey Family Leave Act and the Township's Family Leave Policy.

1. Effective December 31, 2011, an eligible employee who is disabled as defined in this Article shall be granted disability benefits pursuant to the following schedule:

<b>At Least Years</b>	<b>Less Than Years</b>	<b>Full Salary Weeks</b>	<b>One-Half Salary Coverage Weeks</b>	<b>Total Weekly Coverage Weeks</b>
2	3	4	7	11
3	4	4	12	16
4	5	4	17	21
5	6	8	18	26
6	7	8	23	31
7	8	8	28	36
8	9	8	33	41
9	10	12	34	46
10	15	12	40	52
15	20	14	38	52
20	25	16	36	52
25	30	18	34	52
30 & over		20	32	52

2. A disability entitling an employee to the above benefits is defined as eight (8) calendar days of continuous absence from employment. An employee who is on disability and uses all of the "seventy-five percent (75%) salary weeks" must utilize all accrued sick leave days before being placed on one-half salary under the disability schedule.
3. When disability leave benefits set forth in the above schedule are used for any period of time an employee must return to work for a minimum of six (6) months before the employee is eligible to receive disability leave benefits again, except where the need for disability leave arises out of the same disabling condition, or, unless approved by Township Council. All requests for disability leave benefits arising from any disabling condition which occurs prior to the expiration of the six (6) month period under this subparagraph shall be submitted to Township Council for approval.
4. Employees shall be subject to a payroll deduction of \$5.00 per pay period up to a maximum of \$120.00 annually for disability leave provided under this section. All deductions shall be taken on a pre-tax basis subject to State and Federal Law.
5. An employee who accepts or performs other work for pay during a disability leave

without the prior written consent of the Township may be dismissed by the Township. The Township's consent will not be unreasonably withheld.

6. An employee may supplement their seventy-five percent (75%) disability entitlement pay with accrued sick leave at twenty-five percent (25%) to achieve a total of one hundred percent (100%) pay.
7. An employee may supplement their seventy-five percent (75%) disability entitlement pay with accrued sick leave at twenty-five percent (25%) to achieve a total of one hundred percent (100%) pay.

**B. Worker's Compensation Benefits**

1. Employees absent due to work-related illness or injury shall be compensated at one hundred percent (100%) of their applicable rate.

**ARTICLE XIV  
HOLIDAYS**

- A. During the time of this Agreement, the following holidays or the days observed as such, shall be celebrated:

New Year's Day	Martin Luther King Day	President's Day
Good Friday	Memorial Day	General Election Day
Veteran's Day	Labor Day	Easter Monday
Christmas Day	Thanksgiving Day	Fourth of July
	Friday after Thanksgiving	

For all holidays listed in this Paragraph and in accordance with Paragraph C: Full-time employees shall receive eight (8) hours of holiday pay at their regular rate of pay.

- B. Holidays which fall on a Saturday, shall be celebrated on the preceding Friday. Holidays that fall on Sunday shall be celebrated on the following Monday.
- C. In order to be eligible for holiday pay, the employee must work his/ her scheduled work day before and his/her scheduled work day after such holiday unless the employee is on an approved paid leave. An employee who calls out sick for the work period or day immediately prior to or after a holiday shall not be eligible to receive holiday pay unless the employee provides a physician's note for the absence.

**ARTICLE XV  
PERSONAL DAYS**

- A. All full-time employees with at least ninety (90) days of service shall be entitled to two



(2) paid personal days within each calendar year. Full-time employees shall receive eight (8) hours of pay for each personal day at their regular rate of pay.

- B. No employee shall be required to state a reason when requesting a personal leave day. However, personal days are not to be used in conjunction with vacation. Personal days must be requested from the appropriate department head forty eight (48) hours in advance unless an emergency exists.
- C. Personal days shall not be used before or after a holiday, except in emergency cases.
- D. Personal days shall not accumulate from year to year.

## **ARTICLE XVI VACATIONS**

- A. All full-time employees shall be entitled to annual vacation, with pay, in accordance with the following schedule:

Employees hired prior to January 1, 1996:

1. From zero (0) to one (1) year of service, one (1) working vacation days per month.
2. After completing one (1) year of service but less than three (3) years, twelve (12) vacation days.
3. After completing three (3) years of service but less than ten (10) years, fifteen (15) vacation days.
4. After completing ten (10) years of service but less than fifteen (15) years, twenty (20) vacation days.
5. After completing fifteen (15) years of service but less than twenty (20) years, twenty-five (25) vacation days.
6. After completing twenty (20) years of service or more, thirty (30) vacation days.

Employees hired on or after January 1, 1996:

1. From zero (0) to one (1) year, one (1) working day vacation per month.
2. After completing one (1) year of service but less than five (5) years, twelve (12) vacation days.

3. After completing five (5) years of service but less than ten (10) years, fifteen (15) vacation days.
  4. Effective January 1, 2016 - After completing ten (10) years of service but less than twenty (20) years, twenty (20) vacation days.
  5. Effective January 1, 2016 - After completing twenty (20) or more years of service, twenty-five (25) vacation days.
- B. Vacations shall be credited to all employees' accounts on a calendar year basis. When an employee's vacation entitlement increases on their anniversary date, they shall be entitled to all additional days for that calendar year without proration. If an employee leaves the employment of the Township, for any reason, prior to July 1, the employee shall be entitled to vacation on a prorated basis. Employees leaving the employment of the Township after July 1, shall be entitled to their full vacation entitlement for that year.
- C. Full-time employees shall receive eight (8) hours of pay for each vacation day at their regular rate of pay. Part-time employees shall be entitled to vacation leave with pay on a pro-rata basis in accordance with the above schedules.

**ARTICLE XVII  
HEALTH AND WELFARE**

- A. The Employer agrees to provide medical, dental and prescription plan coverage to full-time employees and their eligible dependents whose regular work schedule is at least thirty (30) hours per week.
1. Effective April 1, 2016, the NJ Director 10 Plan, with the Co-Insurance Prescription Plan, offered by the Township shall be the base plan for all covered employees. Employees shall continue to be responsible to pay, on a pre-tax basis, the premium sharing contributions listed in P.L. 2011, Chapter 78. Employees may select alternative benefit plans available to Township employees; where an alternative plan has a higher premium than the base plan, the employee selecting the plan shall be required to pay the additional premium cost above the base plan in addition to any premium sharing requirement from the base plan.
  2. The Township retains the right to change the medical and/or prescription plans during the term of this Agreement as long as it maintains equal to or better benefit levels and coverage under the plan(s), with deductibles, co-payments for all doctor's visits and other services, and retail and mail order prescriptions, identical to or lower than those under the NJ Direct 10 Plan.
  3. The Township agrees to provide all employees and eligible dependents covered by this Agreement with a dental plan at the same benefit level existing in the Dental Plan in

effect under the parties' January 1, 2012 through December 31, 2014 contract, with any employee treatment co-payments or other related out-of-pocket costs identical to or lower than those under that contract.

- B. Flexible Spending Account: Effective January 1, 2017, the Township shall provide a flexible spending account (FSA) to permit employees to voluntarily set aside, on a pre-tax basis, a portion of their earnings to pay for qualified medical and dental expenses not otherwise covered by their health benefits plan, pursuant to Section 125 of the Internal Revenue Code, 26 U.S.C. §125.
- C. The Township shall make payments to eligible employees who agree in writing to waive their medical benefits, pursuant to a cafeteria plan authorized by Section 125 of the Internal Revenue Code. The following terms shall apply:
1. In order to be eligible, employees must show proof of other current medical coverage through a spouse's employer or other source.
  2. Any employee choosing not to accept the Township health insurance plan must provide written notice to the Human Resources Department of their decision to waive insurance benefits by November 30<sup>th</sup> of the current year to take effect on January 1<sup>st</sup> of the following year. This option must be initiated yearly.
  3. Payments in the amount of Two Hundred Dollars (\$200.00) shall be made on a monthly basis so long as the waiver remains in effect, beginning with the month the benefit ceases.
- D. The Township agrees to provide every employee whose regular work schedule is at least thirty (30) hours per week a life insurance policy in the amount of \$15,000.00.
- E. Retiree Benefits: Pursuant to Resolution 62-93, the Township of Monroe has agreed to pay the premium for medical benefits for employees and their eligible dependents, as defined by the plan, who have retired or will retire after serving twenty-five (25) years or more in the service of Monroe Township or who retire under a disability retirement.

Employees with twenty (20) years or more of service as of June 28, 2011 in a pension system administered by the State of New Jersey shall not be subject to the provisions of P.L.2011c.78 as applied in this contract. Employees with less than twenty (20) years of service as of June 28, 2011 in a pension system administered by the State of New Jersey shall be subject to the provisions of P.L.2011c78 as applied in this contract. Applicable premium sharing shall be calculated based on a retiree's annual pension benefit and premium cost.

Employees who retire by December 31, 2017, with twenty-five (25) years or more in the service of Monroe Township, shall be reimbursed for any difference in employee's out-

of-pocket monies (treatment co-payments and other related out of pocket expenses) paid under the base plan effective April 1, 2016 and the Horizon Blue Cross and Blue Shield Plan in effect under the parties' January 1, 2012 through December 31, 2014 Agreement. Reimbursement on out of pocket expenses under this subparagraph shall not include employee insurance premium contributions.

### **ARTICLE XVIII LONGEVITY**

Monroe Township sets forth the following longevity program, which shall be effective January 1, 1987:

Employees hired prior to January 1, 1996:

1. After the completion of five (5) years of service, each employee shall be entitled to two (2%) percent per annum of his/her hourly base pay.
2. After the completion of ten (10) years of service, each employee shall be entitled to four (4%) percent per annum of his/her hourly base pay.
3. After the completion of fifteen (15) years of service, each employee shall be entitled to six (6%) percent per annum of his/ her hourly base pay.
4. After the completion of twenty (20) years of service, each employee shall be entitled to eight (8%) percent per annum of his/her hourly base pay.
5. Effective January 1, 1997, longevity will be rolled into employee's wage rate for all purposes except that it will not be included as part of the base wage rate for the purpose of calculating wage increases for the remaining term of the Agreement.

### **ARTICLE XIX BEREAVEMENT LEAVE**

All full-time employees upon application for permission shall be entitled to five (5) workdays off, with full pay, at the time of death in the employee's immediate family. The "immediate family" shall mean father, step-father, mother, step-mother, wife, husband, child, step-child, brother, step-brother, sister, step-sister, including those with step relationships of any member of employee's immediate household living with the employee. All full-time current employees shall be entitled to two (2) days off, with full pay, at the time of death of the employee's grandparents, step-grandparents, great-grandparents, step-great-grandparents, nephews, nieces, uncles, aunts, father-in-law, mother-in-law, brother-in-law or sister-in-law. Reasonable documentation shall be produced by the employee if requested by the Township. The failure to provide reasonable documentation upon request may subject to the employee the loss of pay for the absent days of work.

**ARTICLE XX  
MILITARY LEAVE**

Employees in the military service, including the New Jersey National Guard or the United States Armed Forces Reserves, shall be entitled to leave as required by law.

**ARTICLE XXI  
CLOTHING ALLOWANCE**

- A. The township will provide the uniforms for Emergency Medical Technicians (EMTs).
- B. Safety work boots are required as part of the uniform for regular full time Public Works employees. The township will provide an annual allowance of one hundred dollars (\$100.00) payable in November of each year for the purpose of purchasing the required work boots. This allowance will be received in a separate check upon furnishing a receipt.
- C. Those employees who, as a requisite of employment, are required by the Township to wear specified uniforms which are furnished by the Township, shall either have those uniforms maintained by the Township or shall receive, on a yearly basis, prorated for length of service if applicable, a cleaning and maintenance allowance of \$500.

The Township will provide winter coats, as needed, to the Public Works department. The employees will be responsible for laundering said coats.

The Township will provide the following for EMTs:

FT	PT	CALL-INS
5 Long Sleeve Shirts	3 Long Sleeve Shirts	2 Long Sleeve Shirts
5 Short Sleeve Shirts	3 Short Sleeve Shirts	2 Short Sleeve Shirts
5 Pair Pants	3 Pair Pants	2 Pair Pants
1 Pair Boots or Shoes	1 Pair Boots or Shoes	1 Pair Boots or Shoes
1 Belt as needed	1 Belt as needed	
Jacket: Winter/Spring and Raincoat as needed	Jacket: Winter/Spring and Raincoat as needed	Belt, Jacket, Raincoat as needed

- D. There shall be no cleaning allowance during a thirty (30) days or more absence.
- E. Those full-time employees who, as a requisite of employment, are required to wear specified uniforms shall be assigned foul weather gear (raincoats, gloves and rubber boots) and provided with replacement gear when damaged.
- F. Those full-time employees who, as a requisite of employment, are required to wear

specified uniforms shall be provided with summer wear uniform shorts for appropriate weather to be worn at the discretion of the employer which discretion shall be exercised consistent with workplace safety rules and regulations as established by the New Jersey Department of Labor, the Joint Insurance Fund (JIF) and/or OSHA.

**ARTICLE XXII  
MISCELLANEOUS**

- A. Public Works employees shall be scheduled to work the hours of 6:30 a.m. to 2:30 p.m. between Memorial Day and Labor Day.
- B. Emergency Medical Technicians (EMT) will all share rotating shifts.
- C. Effective January 1, 1997, employees will be allowed to attend State courses at Township's expense, which pertain to their specific job with the approval of their Supervisor, Director and Business Administrator.

**ARTICLE XXIII  
RETIREMENT**

Any employee who chooses to retire must notify the Township no later than 60 days prior to the date of retirement. An employee who gives notice of retirement shall receive a lump sum payment for any and all accrued sick time and/or other benefits to which the employee may be entitled to within thirty (30) days after the retirement date.

**ARTICLE XXIV  
RATES OF PAY**

- A. Salary increases shall be paid according to the following schedule:
  - 1. Effective on and retroactive to January 1, 2015, each employee shall receive an increase of four percent (4%) in their hourly rate of pay.
  - 2. Effective on and retroactive to January 1, 2016, each employee shall receive an increase of four percent (4%) in their hourly rate of pay.
  - 3. Effective January 1, 2017, each employee will receive an increase of four (4%) in their hourly rate of pay.
  - 4. For the term of this contract, employees hired into the position of "Laborer 1" and "Truck Driver" on or after March 14, 2016, their starting hourly rates of pay shall remain frozen at the starting hourly rates in effect for those positions on December 31, 2014. Effective January 1, 2017, those employees held at the 2014 rate shall be entitled to the percentage rate of increase listed in subparagraph 3. above. This

subparagraph 4. shall apply only to employees who were hired by the Township after March 14, 2016; it shall not apply to employees who were hired prior to March 14, 2016, but who bid into the Laborer 1 or Truck Driver positions after March 14, 2016.

5. Retroactive payments shall be made as soon as practicable, but no later than thirty (30) days after March 14, 2016. Employees hired after January 1, 2015, but before retroactive monies are paid, shall be paid retroactive monies back to their dates of hire.
  
- B. Employees shall advance one step on each anniversary date of employment until they reach Step 5.
  
- C. For promotional purposes, the Township will hire from within if the employee has the ability and qualifications to do the job. When promoted the employee will move to the appropriate step on the new title range which will be closest to their current wage rate without suffering any loss of pay. Seniority will be used as a tie breaker where all ability and qualifications are substantially equal.
  
- D. Vacant and new bargaining unit jobs shall be posted a minimum of 10 calendar days before the position is filled.
  
- E. Employees will be paid on a bi-weekly basis.
  
- F. An employee who is required to work in a higher paid job classification than his/her own for five (5) consecutive days or more, or ten (10) cumulative days within a twelve (12) month period, spending at least fifty (50%) percent of his/her time in activities under the higher paid job, shall be paid at the contractual rate of pay for the higher classification at the step which elevates their pay and most closely matches their current pay without decrease beginning on the fifth (5<sup>th</sup>), or tenth (10<sup>th</sup>) day as applicable.
  1. No employee shall be authorized to work in a higher classification without the advance written authorization from the Administrator. No employee shall be paid for work in a higher classification in the absence of said prior written authorization from the Administrator.

#### **ARTICLE XXV SERVICE RECORDS**

Employees covered by this Agreement shall be entitled to inspect their service records upon request and by appointment.

**ARTICLE XXVI  
NO-STRIKE CLAUSE**

The Union will not cause nor will any member of the bargaining unit take part in, any strike, work stoppage or slow-down during the term of this Agreement.

**ARTICLE XXVII  
SEPARABILITY**

If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions covered in this Agreement shall continue in full force and effect.

**ARTICLE XXVIII  
DURATION OF AGREEMENT**

This Agreement shall be effective as of January 1, 2015, and shall continue in effect until December 31, 2017, subject only to the Union's right to negotiate over a successor Agreement. This Agreement shall not be extended orally, and it is expressly understood, that it shall expire on the date indicated, unless it is extended in writing.

IN WITNESS WHEREOF, the parties hereto, have caused this Agreement, to be signed by their respective representatives.

U.F.C.W. Local 1360

By: 

Dated: 6-30-16

MONROE TOWNSHIP

By: 

Dated: 7/17/16



UFCW Local 1360  
2015 - 2017 Rate Schedule

JOB TITLE	YEAR	Step 1	Step 2	Step 3	Step 4	Step 5
Account Clerk	2015	15.84	16.66	17.53	18.45	19.28
	2016	16.47	17.33	18.24	19.19	20.05
	2017	17.13	18.02	18.97	19.96	20.85
Account Clerk (Sr)	2015	17.70	18.60	19.50	20.42	21.34
	2016	18.41	19.34	20.28	21.23	22.19
	2017	19.15	20.11	21.09	22.08	23.08
Account Clerk (Pr)	2015	18.90	19.83	20.80	21.73	22.69
	2016	19.65	20.63	21.63	22.59	23.60
	2017	20.44	21.45	22.50	23.50	24.54
Administrative Clerk	2015	19.96	20.82	21.84	22.88	23.92
	2016	20.76	21.65	22.71	23.80	24.88
	2017	21.59	22.52	23.62	24.75	25.87
Bldg Maintenance Worker	2015	15.82	16.60	17.41	18.18	19.00
	2016	16.45	17.26	18.11	18.91	19.76
	2017	17.11	17.95	18.83	19.66	20.55
Call Taker (Receptionist)	2015	13.51	14.12	14.79	15.45	16.16
	2016	14.05	14.69	15.38	16.07	16.81
	2017	14.61	15.28	16.00	16.72	17.48
Clerk 1	2015	15.84	16.66	17.53	18.45	19.28
	2016	16.47	17.33	18.24	19.19	20.05
	2017	17.13	18.02	18.97	19.96	20.85
Clerk 2	2015	16.45	17.31	18.21	19.16	20.02
	2016	17.11	18.00	18.94	19.92	20.82
	2017	17.80	18.72	19.70	20.72	21.65
Clerk 3	2015	17.47	18.46	19.35	20.23	21.09
	2016	18.17	19.20	20.13	21.04	21.93
	2017	18.90	19.97	20.93	21.88	22.81
Clerk 4	2015	18.10	18.72	19.80	20.49	22.51
	2016	18.82	19.47	20.59	21.31	23.41
	2017	19.57	20.25	21.42	22.16	24.34

**UFCW Local 1360**  
**2015 - 2017 Rate Schedule**

JOB TITLE	YEAR	Step 1	Step 2	Step 3	Step 4	Step 5
Computer Service Technician	2015	18.20	18.98	19.76	20.59	22.52
	2016	18.93	19.74	20.55	21.42	23.42
	2017	19.69	20.53	21.37	22.27	24.35
Deputy Court Administrator	2015	18.63	19.59	20.55	21.53	22.51
	2016	19.37	20.38	21.37	22.39	23.41
	2017	20.15	21.19	22.23	23.28	24.34
Emergency Medical Technician	2015	16.67	17.53	18.41	19.25	20.11
	2016	17.34	18.24	19.14	20.02	20.92
	2017	18.03	18.96	19.91	20.82	21.75
Emergency Medical Technician (Sr)	2015	17.45	18.36	19.27	20.16	21.03
	2016	18.15	19.09	20.04	20.96	21.87
	2017	18.88	19.85	20.84	21.80	22.74
Equipment Operator	2015	19.50	20.52	21.56	22.56	23.58
	2016	20.28	21.34	22.42	23.46	24.52
	2017	21.09	22.19	23.32	24.40	25.50
Equipment Operator - Welder	2015	19.78	20.80	21.85	22.87	23.93
	2016	20.57	21.63	22.72	23.78	24.89
	2017	21.39	22.50	23.63	24.74	25.88
Keyboarding Clerk 1	2015	14.48	15.14	15.86	16.58	17.27
	2016	15.06	15.75	16.49	17.24	17.97
	2017	15.66	16.38	17.15	17.93	18.68
Keyboarding Clerk 2	2015	15.13	15.90	16.62	17.37	18.15
	2016	15.74	16.54	17.28	18.06	18.87
	2017	16.37	17.20	17.98	18.79	19.63
Keyboarding Clerk 3	2015	16.76	18.09	18.96	19.83	20.73
	2016	17.44	18.81	19.72	20.63	21.56
	2017	18.13	19.56	20.51	21.45	22.42
Laborer 1 (Hired prior to March 1, 2016)	2015	18.96	19.90	20.90	21.88	22.84
	2016	19.72	20.69	21.74	22.76	23.75
	2017	20.51	21.52	22.61	23.67	24.70

**UFCW Local 1360  
2015 - 2017 Rate Schedule**

JOB TITLE	YEAR	Step 1	Step 2	Step 3	Step 4	Step 5
Laborer 1 (Hired after to March 1, 2016)	2015	18.23	19.13	20.10	21.04	21.96
	2016	18.23	19.13	20.10	21.04	21.96
	2017	18.96	19.90	20.90	21.88	22.84
Maintenance Repairer	2015	18.41	19.35	20.29	21.29	22.22
	2016	19.14	20.13	21.10	22.14	23.11
	2017	19.91	20.93	21.95	23.03	24.04
Maintenance Repairer (Sr)	2015	19.35	20.43	21.50	22.57	23.65
	2016	20.13	21.24	22.36	23.47	24.60
	2017	20.93	22.09	23.25	24.41	25.58
Mechanic	2015	19.86	20.91	21.98	22.98	24.04
	2016	20.66	21.75	22.85	23.90	25.01
	2017	21.48	22.62	23.77	24.86	26.01
Mechanic (Sr)	2015	20.26	21.44	22.65	23.84	25.02
	2016	21.07	22.30	23.56	24.79	26.02
	2017	21.91	23.19	24.50	25.78	27.06
Mechanic (Welder)	2015	20.16	21.23	22.30	23.33	24.40
	2016	20.96	22.08	23.19	24.26	25.37
	2017	21.80	22.96	24.12	25.23	26.39
Omnibus Driver	2015	18.41	19.36	20.30	21.30	22.25
	2016	19.14	20.14	21.11	22.15	23.14
	2017	19.91	20.94	21.96	23.04	24.06
Parks & Recreation Worker	2015	12.80	13.41	14.07	14.71	15.37
	2016	13.31	13.94	14.63	15.29	15.99
	2017	13.85	14.50	15.22	15.91	16.63
Parks & Recreation Asst Supervisor	2015	15.70	16.47	17.21	17.98	18.71
	2016	16.33	17.13	17.90	18.70	19.46
	2017	16.99	17.82	18.62	19.45	20.24
Payroll Clerk	2015	15.84	16.66	17.53	18.45	19.28
	2016	16.47	17.33	18.24	19.19	20.05
	2017	17.13	18.02	18.97	19.96	20.85

UFCW Local 1360  
2015 - 2017 Rate Schedule

JOB TITLE	YEAR	Step 1	Step 2	Step 3	Step 4	Step 5
Payroll Clerk (Sr)	2015	18.20	19.16	20.12	21.04	21.99
	2016	18.93	19.92	20.93	21.88	22.87
	2017	19.69	20.72	21.77	22.76	23.78
Payroll Clerk (Pr)	2015	18.98	20.07	21.08	21.62	22.59
	2016	19.74	20.87	21.92	22.49	23.49
	2017	20.53	21.71	22.80	23.39	24.43
Records Support Technician 1	2015	15.84	16.66	17.53	18.45	19.28
	2016	16.47	17.33	18.24	19.19	20.05
	2017	17.13	18.02	18.97	19.96	20.85
Records Support Technician 2	2015	16.62	17.46	18.37	19.20	20.30
	2016	17.28	18.16	19.10	19.97	21.11
	2017	17.98	18.89	19.87	20.76	21.96
Records Support Technician 3	2015	18.20	19.16	20.12	21.04	21.99
	2016	18.93	19.92	20.93	21.88	22.87
	2017	19.69	20.72	21.77	22.76	23.78
Records Support Technician 4	2015	18.72	19.81	20.82	21.36	22.57
	2016	19.47	20.60	21.65	22.22	23.47
	2017	20.25	21.43	22.52	23.10	24.41
Secretarial Assistant	2015	19.33	20.33	21.35	22.35	23.37
	2016	20.11	21.15	22.21	23.24	24.30
	2017	20.91	21.99	23.09	24.17	25.28
School Traffic Guard	2015	13.32	13.97	14.61	15.20	15.90
	2016	13.86	14.53	15.20	15.81	16.54
	2017	14.41	15.11	15.80	16.45	17.20
Truck Driver (Hired prior to March 1, 2016)	2015	19.33	20.33	21.35	22.35	23.37
	2016	20.11	21.15	22.21	23.24	24.30
	2017	20.91	21.99	23.09	24.17	25.28
Truck Driver (Hired after to March 1, 2016)	2015	18.59	19.55	20.53	21.49	22.47
	2016	18.59	19.55	20.53	21.49	22.47
	2017	19.33	20.33	21.35	22.35	23.37
Violations Clerk	2015	16.76	18.09	18.96	19.83	20.73
	2016	17.44	18.81	19.72	20.63	21.56
	2017	18.13	19.56	20.51	21.45	22.42

Prepared for the Township of Monroe - Benefits Comparison

NJ DIRECT 10 Plan administrated by Horizon BCBSNJ		Direct Access Design 8 administrated by Horizon BCBSNJ		Census Active - 155	
	IN-NETWORK	OUT-OF-NETWORK	IN-NETWORK	OUT-OF-NETWORK	
<b>PLAN DESIGN</b>					
Referrals Needed?	NO	NO	NO	NO	
Deductibles (Individual)	None	\$100 per calendar year	None	\$100 per calendar year	
Deductibles (Family Maximum)	None	\$250 per calendar year	None	\$200 per calendar year	
Maximum Out-Of-Pocket (Individual)	\$400 per calendar year (coinsurance and copays only)	\$2,000 per calendar year (coinsurance only)	\$400 per calendar year (coinsurance and copays only)	\$2,000 per calendar year (deductible, coinsurance and copays)	
Maximum Out-Of-Pocket (Family)	\$1,000 per calendar year (coinsurance and copays only)	\$5,000 per calendar year (coinsurance only)	\$800 per calendar year (coinsurance and copays only)	\$4,000 per calendar year (deductible, coinsurance and copays)	
Maximum Plan Covered Expenses Annual / Lifetime	Unlimited	Unlimited	Unlimited	\$5,000,000	Note - not sure a lifetime maximum this is allowed any longer due to ACA Reform laws.
<b>HOSPITAL BASED SERVICES</b>					
Hospital Pre-Admission Testing	100%	80% after deductible	100%	70% after deductible	
Hospital Inpatient	100%	80% after \$200 per admission deductible.	100%	70% after deductible	
Physician (Surgery)	100%	80% after deductible	100%	70% after deductible	
Assistant Surgeon	100%	80% after deductible	100%	70% after deductible	
Emergency Room	100% after \$50 copayment. 100% after \$25 copayment for children age 19 and under or for any physician referral to ER. (copayment waived if admitted).	100% after \$50 copayment. 100% after \$25 copayment for children age 19 and under or for any physician referral to ER. (copayment waived if admitted).	100% after \$25 copayment	100% after \$25 copayment	
<b>OTHER INPATIENT</b>					
Skilled Nursing Facility	100% up to 120 days per calendar year (days combined in-network and out-of-network)	80% after deductible for up to 60 days per calendar year (days combined in-network and out-of-network)	100% up to unlimited days per calendar year	70% after deductible for up to 240 days per calendar year	
Alcohol Abuse (Inpatient)	100%	80% after deductible	100%	70% after deductible	
Substance Abuse (Inpatient)	100%	80% after deductible	100%	70% after deductible	
Mental Health (Inpatient)	100% up to 25 days per calendar year; balance covered at 90%. Biologically based covered like any other illness.	50 days per calendar year at 50% after deductible	100%	70% after deductible	
<b>OUTPATIENT MENTAL HEALTH &amp; SUBSTANCE ABUSE</b>					
Alcohol Abuse (Outpatient)	100%	80% after deductible	100%	70% after deductible	
Substance Abuse (Outpatient)	100%	80% after deductible	100%	70% after deductible	
Mental Health (Outpatient)	Biologically based mental illness covered at 100% after \$10 copayment in office setting	80% after deductible	Biologically based mental illness covered at 100% after \$10 copayment in office setting	70% after deductible	

## Prepared for the Township of Monroe - Benefits Comparison

NJ DIRECT 10 Plan administrated by Horizon BCBSNJ

Direct Access Design 8 administrated by Horizon BCBSNJ

Census

Active - 155

	IN-NETWORK	OUT-OF-NETWORK	IN-NETWORK	OUT-OF-NETWORK	
<b>OTHER SERVICES</b>					
Acupuncture	100 % for pain management only	80% after deductible	\$10 Co-Pay - 100% Coinsurance	70% after deductible	
Adult Immunizations	100% coverage (not covered for travel and/or job related)	80% after deductible for children only and must be 12 months old or under.	100% coverage (not covered for travel and/or job related)	70% coverage (deductible does not apply)	
Allergy testing	100% after \$10 copayment per visit	80% after deductible	100% after \$10 copayment per visit	70% after deductible	
Ambulance	90%	80% after deductible	100%	70% after deductible	
Annual Mammogram (Women age 40 and over)	100%	80% after deductible	100%	70% after deductible	
Annual OB / GYN exam	100%	80% after deductible	100%	70% after deductible	
Chiropractic	100% after \$10 per visit for up to 30 visits per calendar year (combined in-network and out-of-network). <b>NO Medical review required</b>	80% after deductible for up to 30 visits per calendar year (combined in-network and out-of-network). <b>NO Medical Review required.</b>	100% after \$10 per visit for up to 30 visits per calendar year (combined in-network and out-of-network). <b>Medical review required</b>	70% after deductible for up to 30 visits per calendar year (combined in-network and out-of-network). <b>Medical Review required.</b>	
Durable Medical Equipment	90%	80% after deductible	100%	70% after deductible	
Hearing Aids	Includes only hearing aid for child under 15 -- \$1,000 limit per ear every 24 months	80% after deductible. Includes only hearing aid for child under 15 -- \$1,000 limit per ear every 24 months	Includes only hearing aid for child under 15 -- \$1,000 limit per ear every 24 months	70% after deductible. Includes only hearing aid for child under 15 -- \$1,000 limit per ear every 24 months	
Home Health Care	100%. Services and supplies covered with pre-approval; prior inpatient hospital stay not required; nursing home care or custodial care not covered. Unlimited visits per calendar year.	80% after deductible. Services and supplies covered with pre-approval; prior inpatient hospital stay not required; nursing home care or custodial care not covered. Unlimited visits per calendar year.	100% coverage. Unlimited visits per calendar year.	70% after deductible. Unlimited visits per calendar year.	
Hospice	100%	80% after deductible	100%	70% after deductible	
Infertility Services (Must be Pre-Authorized)	100%. Covered as per NJ State Mandate.	80% after deductible. Covered as per NJ State Mandate.	100%. Covered as per NJ State Mandate.	70% after deductible. Covered as per NJ State Mandate.	
Maternity	\$10 copayment for first prenatal office visit then 100% covered	80% after deductible	\$10 copayment for first prenatal office visit then 100% covered	70% after deductible	
Nutritional Counseling	100%. Limit 3 visits per calendar year	Not covered	100%. Limit 3 visits per calendar year	70% after deductible	
Organ Transplants	100%	80% after deductible	100%	70% after deductible	
Orthotics	90%	80% after deductible	100%	70% after deductible	
Physical / Speech/ Occupational Therapy	100% after \$10 copayment per visit. No visit limit.	80% after deductible. No visit limit.	100% after \$10 copayment per visit. No visit limit.	70% after deductible. No visit limit.	
Physician (Office Visits)	100% after \$10 copayment per visit	80% after deductible	100% after \$10 copayment per visit	70% after deductible	
Private Duty Nursing	90% for outpatient coverage. Inpatient not covered	80% after deductible	100% for outpatient coverage. Inpatient not covered. Unlimited visits per calendar year.	70% after deductible. Unlimited visits per calendar year.	
Prostate Screen	100%	Not covered	100%	70% (deductible does not apply)	
Prosthetic devices	90%	80% after deductible	100%	70% after deductible	
Radiation / Chemotherapy Outpatient	100%	80% after deductible	100%	70% after deductible	

Prepared for the Township of Monroe - Benefits Comparison

NJ DIRECT 10 Plan administrated by Horizon BCBSNJ	Direct Access Design 8 administrated by Horizon BCBSNJ
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Census

Active - 155

	IN-NETWORK	OUT-OF-NETWORK	IN-NETWORK	OUT-OF-NETWORK	
Routine Vision Exam	100% coverage after \$10 copay. One exam per calendar year. Discount Program only for contact lenses and eyeglasses.	Not covered. Discount Program only for contact lenses and eyeglasses.	100% coverage after \$10 copay. One exam per calendar year. \$70 coverage of vision hardware every two years. Discount Program also available for contact lenses and eyeglasses.	70% after deductible. One exam per calendar year. \$70 coverage of vision hardware every two years. Discount Program also available for contact lenses and eyeglasses.	
Routine Well Care Preventive Care	100%	80% after deductible includes annual pap smear, annual GYN exam, annual mammogram, and immunizations for children under 12 months only	100%	70% after deductible includes annual pap smear, annual GYN exam, annual mammogram, and immunizations for children under 12 months only	
Specialist (Office Visits)	100% after \$10 copayment per visit	80% after deductible	100% after \$10 copayment per visit	70% after deductible	
Well Baby/Well Child Care/Childhood Immunizations	100%	80% coverage after deductible for immunizations for children under 12 months only	100%	70% coverage after deductible for immunizations for children under 12 months only	
X-rays/ Lab Tests	100%	80% after deductible	100%	70% after deductible	
Prescription Drug Copayments					
Retail: Generic 30 Day	10% Co-Insurance	20% Co-Insurance after Deductible	\$10.00	-	
Retail: Preferred Brand 30-Day	10% Co-Insurance	20% Co-Insurance after Deductible	\$10.00		
Retail: Non-Preferred Brand 30-Day	10% Co-Insurance	20% Co-Insurance after Deductible	\$10.00		
Mail: Generic 90-Day	10% Co-Insurance		\$0.00		
Mail: Preferred Brand 90 Day	10% Co-Insurance		\$0.00		
Mail: Non-Preferred Brand 90-Day	10% Co-Insurance		\$0.00		