

Contract no. 1321

Revised
copy T
7/10/92 suggested to
Mr. Skerian

MEMORANDUM OF AGREEMENT

between

BOROUGH OF NEW MILFORD

and

UNITED BOROUGH EMPLOYEES

Jan 1, 1990 to Dec 31, 1993.

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MEMORANDUM OF AGREEMENT

THIS AGREEMENT, made this *10th* day of *April, 1992* by and between the BOROUGH OF NEW MILFORD, a body politic and corporate of the State of New Jersey, hereinafter referred to as "Employer" and UNITED BOROUGH EMPLOYEES, hereinafter referred to as the "Union" or "Association".

WHEREAS, the Employer and the Union recognize that it will be to the benefit of both to promote mutual understanding and foster a harmonious relationship between the parties to the end that continuous and efficient service will be rendered to and by both parties.

NOW, THEREFORE, it is agreed as follows:

I. EMPLOYEES' BASIC RIGHTS

Pursuant to Chapter 303. Public Laws, 1968, the Employer hereby agrees that every eligible employee shall have the right freely to organize, join and support the Union and its affiliates for the purpose of engaging in collective negotiations and other concerned activities for mutual aid and protection. As a body exercising governmental power under the Laws of the State of New Jersey, the Employer undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any employee covered by this Agreement in the enjoyment of any rights conferred by Chapter 303, Public Laws, 1968, or other Laws of New Jersey or the Constitution of New Jersey and of the United States; that it shall not discriminate against any such employee with respect of hours, wages or any terms or conditions of employment by reason of his/her membership in the Union and its affiliates, collective negotiations with the Employer or his/her institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment, as prescribed by the Statutes of the State of New Jersey.

II. ASSOCIATION RECOGNITION

(1) The Employer recognizes the Union as the exclusive representative, as certified on November 10, 1976 by the New Jersey Public Employment Relations Commission for the purpose of collective negotiations with respect to all negotiable items of employment of all white-collar employees employed by the Borough of New Milford excluding those classes as set forth on the certification notice.

(2) No employee shall be compelled to join the Union but shall have the option to voluntarily join said Union.

(3) The term "Employee" as used herein shall be defined to include the plural as well as the singular, and to include females as well as males.

III. EXCLUSIVITY OF UNION REPRESENTATION

The Employer agrees that it will not enter into any contract or memorandum of agreement with anyone but the recognized Union with regard to the categories of personnel covered by the said Memorandum of Agreement during the term of this Agreement.

IV. EXISTING LAW

The provisions of this Agreement shall be subject to and subordinate to, and shall not annul or modify existing applicable provisions of State or Federal Laws.

V. UNION REPRESENTATIVES

(1) The Employer recognizes the right of the Union to designate two (2) representatives for the enforcement of this Agreement. The Union shall furnish the Employer in writing the names of the representatives and notify the Employer of any changes.

(2) The authority of the representatives so designated by the Union shall be limited to, and shall not exceed, the following duties and activities;

(a) The presentation of grievances in accordance with the provisions of the collective bargaining agreement.

(b) The transmission of such messages and information which shall originate with, and are authorized by the Union or its officers.

(3) The designated Union representatives shall be granted time with pay during working hours to seek to settle grievances and to attend all meetings and conferences on Contract negotiations with Borough officials.

VI. MAINTENANCE OF WORK OPERATIONS

(1) The parties agree that there shall be no lockouts, strikes, work stoppages, job actions, or slowdowns during the life of this Agreement. No officer or representative of the Union shall authorize, instigate, or condone such activity.

(2) It is understood that violation of the provisions of this Article may subject any employee participating in or condoning such activity to disciplinary action by the Borough. Such disciplinary action may include termination of employment or any other appropriate lesser form of discipline subject to applicable provisions of state statute and other applicable provisions of this Agreement.

VII. PRESERVATION OF RIGHTS

(1) The Borough of New Milford hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it prior to the signing of this Agreement by the Laws and Constitution of the State of New Jersey and of the United States including, but without limiting the generality of the foregoing, the following rights:

(a) To the executive management and administrative control of the Borough Government and its properties and facilities and the activities of its employees;

(b) 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;

(c) To suspend, promote, demote, transfer, assign, reassign, discharge, or take any other disciplinary action for good and just cause according to law;

(2) Nothing contained herein shall be construed to deny or restrict the Borough of its rights, responsibilities and authority, under R.S. 11, 40 and 40A, or any other national, state, county or other applicable laws.

(3) The Borough of New Milford agrees that all benefits, term and conditions of employment relating to the status of employees, which benefits, terms and conditions of employment are not specifically set forth in this Memorandum of Agreement, shall be maintained at not less than the highest standards in effect at the time of the commencement of collective bargaining negotiations between the parties leading to the execution of this Memorandum of Agreement.

(4) Unless a contrary intent is expressed in this Memorandum of Agreement, all existing benefits, rights, duties, obligations and conditions of employment applicable to any employee pursuant to any rules, regulations, instruction, directive, memorandum, statute or otherwise shall not be limited, restricted, impaired, removed or abolished.

VIII. DATA FOR FUTURE BARGAINING

(1) The Borough agrees to make available to the Association all relevant data the Association may require to bargain collectively.

(2) The relevant data noted above shall include but shall not be limited to such items as salaries and benefits enjoyed by other Borough personnel, the cost of various insurance and other programs, information concerning overtime worked by Employees, the total number of sick leave days utilized by Employees, the total number of injuries on duty, the total length of time lost as a result of injuries on duty and other data similar nature.

IX. SALARIES

(1) The base annual salaries shall be set forth in Appendix "A". The employees shall receive a zero percent increase on their base annual salary of December 31, 1989 on January 1, 1990, an eight percent increase on their base annual salary of December 31, 1990 on January 1, 1991, an eight-and-one-half percent increase on their base annual salary of December 31, 1991 on January 1, 1992, a four percent increase on their base annual salary of December 31, 1992 on January 1, 1993 and a four percent increase on their base annual salary of June 30, 1993 on July 1, 1993.

(2) The base annual salary for 1991 shall be deemed to be retroactive to January 1, 1991, and any monies due employees by virtue of this clause shall be paid as soon after the execution of this Agreement as practicable.

(3) The parties further agree that:

(a) The Borough retains the right to hire new employees and do so at a rate it establishes.

(b) There is to be a 90 day probationary period for new employees, the Borough reserves the right to terminate for any cause within said period. There shall be no recourse by the employee or by the Union on its behalf to the grievance and arbitration procedure.

(c) At the end of the 90 day probationary period, employees shall receive all of the benefits of the union contract and shall be considered members of the unit, including the raise negotiated by the Union, all retroactive to the date of hire.

X. WORK DAY, WORK WEEK, AND OVERTIME

(1) The work day shall commence at 8:00 AM and shall continue until 4:00 PM during which period a 15 minute coffee break will be permitted between 8:00 AM and 12:00 Noon.

(2) Lunch hours shall be taken between 12:00 Noon and 2:00 PM in one-hour shifts.

(3) Work in excess of a normal day or normal week shall be overtime and shall be paid at the time and one-half rate.

(4) Police desk employees shall continue to work the same shifts and have the same meal periods and rest periods as presently exist.

(5) The present practice with employees having the option of retaining compensatory days in lieu of overtime pay at the time and one-half rate shall be maintained.

(6) "Compensated time off" may be accumulated up to 4 days, which overtime shall be thereafter taken within a reasonable period of time.

(7) Any office with more than one person on duty shall alternate lunch hours to the end that the office remains open at all times.

XI. HOURLY RATE

To compute the base hourly rate of an employee, the annual base salary shall be divided by 1820 hours.

XII. RECALL

(1) Any employee who is called back to work after having completed his/her regularly scheduled shift shall be compensated at his/her time and one-half rate and shall be guaranteed no less than one hour of work.

(2) The parties agree that when an employee is injured while traveling in response to or as a result of a recall and sustains injury during such period, the said injury shall be considered as an injury on duty for all purposes under this agreement.

XIII. LONGEVITY

Beginning on January 1, 1991, longevity shall be computed as follows:

After 4 years of uninterrupted service 3%;
After 8 years of uninterrupted service 4%;
After 12 years of uninterrupted service 5%;
After 16 years of uninterrupted service 6%;
After 20 years of uninterrupted service 7%;
After 24 years of uninterrupted service 8%.

XIV. UNIFORMS - Delete

XV. VACATIONS

(1) The existing vacation program and allowances shall be maintained during the term of this Agreement. [Remainder of section deleted.]

(2) When in any calendar year, the vacation or any part thereof is not granted by reason of pressure of municipal business, such vacation periods not exceeding two weeks and not granted shall accumulate and shall be granted during the next succeeding year only prior to June 15 or after September 15, or, by mutual agreement of the employee, may be compensated by money payment thereof.

(3) If any employee is on vacation and becomes sufficiently ill so as to require in-patient hospitalization, he/she may have such period of illness and post hospital recuperation period charged against available sick leave at his/her option upon proof of hospitalization and a physician's certificate.

(4) If any official holiday occurs during an employee's authorized vacation, he/she will be entitled to an additional vacation day in lieu of the holiday.

(5) Vacations shall be selected on a rotating seniority basis which shall be established by the Borough, subject to present practices.

(6) See Appendix "C" for vacation formula.

XVI. HOLIDAYS

(1) Effective January 1, 1990, all employees will be entitled to and will receive thirteen (13) holidays per year which, if worked, entitle the employee to time and one half for each such holiday.

(2) The holidays noted herein shall be as set forth in Appendix "B".

(3) In addition to the regular paid holidays heretofore set forth, the employees covered under this Agreement shall be entitled to such other holidays as may be declared from time to time by the Borough's governing body for any other Borough employees.

XVII. SICK LEAVE

(1) All permanent full time employees covered by this Agreement shall be granted sick leave with pay of one working day for every month of service during the first calendar year of hiring and fifteen (15) working days in each calendar year thereafter which shall accumulate from year to year.

(2) Sick leave with pay is hereby defined to mean a necessary absence from duty due to illness, injury or exposure to contagious disease and may include absence due to illness in the immediate family of the employee, or necessary attendance upon a member of the immediate family.

(3) To qualify for payment while absent on sick leave, each employee who will be absent from duty on sick leave shall so notify his/her supervisor at least one hour before the commencement of his/her schedule tour of duty. Said notice shall state the nature of the cause of the absence from duty. An employee who is absent without such notification shall be charged with an unpaid day for each day absent and will be subject to appropriate disciplinary action.

(4) An employee absent on sick leave may be required to submit a Doctor's note at the discretion of the management substantiating the illness if he/she is absent more than three (3) consecutive days.

(5) One-half (1/2) of a work day shall be the smallest unit to be considered by computing sick leave used.

(6) The employer shall make extra compensation to those employees who do not utilize their sick days by paying them on December 1 at their daily rate for one-half of the annual 15 day allotment not used in the period from December 1 to November 30 of the following year provided that the employee maintains a sick "bank" of 50 days for the entire period.

Once the sick "bank" requirement of 50 days is satisfied, the employee may choose the option of adding days to his/her "bank" up to the limit of 183 days (203 days for those with more than 20 years of service) or receiving payment as above. Option choice must be in writing to the Administrator no later than November 15.

XVIII. WORK INCURRED INJURY

(1) Where an employee covered under this Agreement suffers a work-connected injury or disability, the Borough shall continue such employee at full pay during the continuance of such employee's inability to work, for a period of up to one year. During this period of time, all temporary disability benefits accruing under the provisions of the Worker's Compensation Act shall be paid over to the Borough.

(2) The employee shall be required to present evidence by a certificate of a responsible physician that he/she is unable to work, and the Mayor and Council may reasonably require the said employee to present such certificates from time to time. The administration may require an examination by the Borough-appointed physician.

(3) In the event the employee contends that he/she is entitled to a period of disability beyond the period established by the treating physician, or a physician employed by the Borough, or by its insurance carrier, then, and in that event, the burden shall be upon the employee to

establish such additional period of disability by obtaining a judgment in the Division of Workers Compensation establishing such further period of disability and such findings by the Division of Workers Compensation, or by the final decision of the last reviewing court shall be binding upon the parties.

(4) For the purpose of this article, injury or illness incurred while the employee is attending a Borough sanctioned training program shall be considered in the line of duty.

(5) An injury on duty requiring time off for treatment, recuperation or rehabilitation, shall not be construed as sick leave or a sick leave occasion under the terms of the sick leave policy heretofore agreed upon between the parties.

XIX. BEREAVEMENT LEAVE

(1) All permanent full time and part-time employees covered by this agreement shall be entitled to five (5) days leave with pay upon the death of a member of his/her immediate family for a funeral.

(2) Immediate family shall include spouse, children, parents, brothers, sisters and grandparents of employee or spouse.

(3) Such funeral leave shall not be charged against the employee's vacation or sick leave.

(4) Any extension of absence under this Article, however, may be at the employee's option and with the consent of the department head, be charged against available vacation time, or be taken without pay for a reasonable period.

(5) In the case of unusual circumstances specifically covered in this Article, funeral leave may be granted or extended at the discretion of the Supervisor.

(3) The Borough agrees to provide each employee with a family dental plan, vision care plan and prescription drug plan requiring the employee to co-pay \$2.00 for each prescription drug. The Borough will provide to any employee who requests it, full information of these plans.

(4) Employees providing proof of coverage under a spouse's medical insurance may elect to receive one-half of the cost of such coverage to be paid quarterly (with deductions) and have their names removed from the insured list.

XXII. BULLETIN BOARD

(1) The Borough will supply one bulletin board for the use of the Association to be placed in a conspicuous location.

(2) The bulletin board shall be for the use of the Association for the posting of notices and bulletins pertaining to Association business and activities or matters dealing with the welfare of employees.

(3) No matter may be posted without receiving permission of the officially designated Association representative. Any bulletins deemed detrimental to operations may be rejected for posting by the Administrator. However, approval for posting shall not be unreasonably withheld.

XXIII. PERSONNEL FILES

(1) A separate personal history file shall be established and maintained for each employee covered by this Agreement. Personal history files are confidential records and shall be maintained in the office of the Borough Administrator or other suitable place.

(2) Any employee may by appointment review his personnel file. This appointment for review must be made through the designated Borough representative.

(3) Whenever a written complaint concerning an employee for his/her actions is to be placed in his/her personnel file, a copy shall be made available to him/her and he/she shall be given the opportunity to rebut it if he/she so desires, and he/she shall be permitted to place said rebuttal in his/her file.

(4) All personal history files will be carefully maintained and safeguarded permanently. Nothing placed in any file shall be removed therefrom.

XXIV. MILITARY LEAVE

Military leave for employees training or serving with the National Guard or the Armed Forces of the United States will be granted in accordance with the laws applying to such cases.

XXV. PENSION

(1) The Borough shall provide pension and retirement benefits to employees covered by this Agreement pursuant to the provisions of the statutes and laws of the State of New Jersey.

(2) The Borough will pay to the appropriate Retirement Fund all amounts which the Fund will accept on account of any payments made to employees pursuant to this Agreement.

(3) It is agreed that in the event that the parties have a dispute as to whether a payment should or should not be made to the appropriate Retirement Fund, then, and in that event, resolution of the said dispute shall be made by the appropriate fund and the parties to this Agreement agree to be bound thereby.

XXVI. GRIEVANCE PROCEDURE

(1) To provide for the expeditious and mutually satisfactory settlement of grievances arising with respect to complaints occurring under this Agreement, the following procedures shall be used. For the purposes of this

Agreement, the term "Grievance" means any complaint or any difference or dispute between the Borough and any employee with respect to the interpretation, application, or violation of any of the provisions of this Agreement.

(2) The procedure for settlement of grievances shall be as follows:

(A) Step One

In the event that any employee covered by this Agreement has a grievance, within four (4) working days of the occurrence of the event being grieved, the employee shall discuss it informally with his/her Supervisor. The Supervisor shall decide the grievance within four (4) working days after the grievance is first presented to him/her.

(B) Step Two

If no satisfactory resolution for the grievance is reached at Step One, then within four (4) working days, the grievance shall be presented in writing to the Borough Administrator. The Borough Administrator shall render a decision within five (5) working days after the grievance was presented to him/her.

(C) Step Three

If no satisfactory resolution of the grievance is reached at Step Two, then within five (5) working days, the grievance shall be presented in writing to the Mayor and Council. The Mayor and Council shall render a decision within fifteen (15) working days after the grievance was first presented to them.

(D) Arbitration

(1) If no satisfactory resolution of the grievance is reached at Step Three, then within ten (10) working days the grievance shall be referred to PERC for the selection of an Arbitrator, to decide the issue or issues. The decision of the Arbitrator shall be final and binding upon the parties.

(2) The Arbitrator shall have no authority to add to or subtract from the Agreement when interpreting same.

XXVII. DISCIPLINE

(1) An employee may be appropriately disciplined for violation of rules and regulations and may be discharged for good and just cause, all subject to and pursuant to applicable State law.

(2) All decisions concerning any form of discipline or the extent thereof may be appealed by the employee by filing a Notice of Arbitration with PERC within thirty (30) working days after being notified of the results of said discipline. The appointed Arbitrator shall have the power to review the facts and law and to make such findings, including modification of penalty as he/she shall deem proper. The award of the Arbitrator shall be final and binding upon the parties.

XXVIII. SAVINGS CLAUSE

(1) It is understood and agreed that if any portion of this Agreement or the application of this Agreement to any person or circumstances shall be invalid, the remainder of this Agreement or the application of such provisions to other persons or circumstances shall not be affected thereby.

(2) If any such provisions are so invalid, the Borough and the Association will meet for the purpose of negotiating changes made necessary by applicable law.

XXIX. PERSONAL DAYS

Each member of the unit is entitled to and shall receive three (3) personal days to be taken at their sole and individual discretion without reason but with appropriate notice.

XXX. TERMINAL LEAVE

Upon retirement, an employee will be entitled to a stipend according to the following schedule:

5 years service or less = 25% of sick bank, maximum 35 days.
6-10 years service = 35% of sick bank, maximum 75 days.
11-15 years service = 50% of sick bank, maximum 100 days.
16-20 years service = 60% of sick bank, maximum 140 days.
20 or more years = 75% of sick bank, 20 days added to sick bank, maximum 203 days.

XXXI. TERM OF CONTRACT

This contract shall be in effect from January 1, 1990 and shall terminate on December 31, 1993.

Attest:

[Handwritten Signature]

Borough of New Milford

[Handwritten Signature]

Attest:

[Handwritten Signature]

United Borough Employees

[Handwritten Signature]
[Handwritten Signature]

[Handwritten Initials]

SCHEDULE "A"

1990	POSITION	1991	1992	1993	1995
B A S E		B A S E	B A S E	B A S E	B A S E
		1/1/91	1/1/92	1/1/93	7/1/93
		%	%	%	%
\$21,523.51	COMPUTER ASSISTANT	\$23,245.39	\$25,021.25	\$26,230.10	\$27,279.30
\$23,600.00	ADMINISTRATIVE ASSISTANT/CHIEF	\$25,499.00	\$27,654.49	\$28,760.66	\$29,911.09
\$19,417.48	SECRETARY/BOROUGH CLERK	\$20,970.88	\$22,753.40	\$23,663.54	\$24,610.08
\$23,393.47	NURSE	\$25,265.16	\$27,412.70	\$28,509.21	\$29,649.58
\$20,440.53	RECORDS CLERK/POLICE	\$22,075.77	\$23,952.21	\$24,910.30	\$25,906.71
\$17,513.20	HEALTH COORDINATOR/REGISTRAR	\$18,914.26	\$20,521.97	\$21,342.85	\$22,196.56
\$16,900.00	ASSESSOR SECRETARY	\$18,252.00	\$19,803.42	\$20,595.56	\$21,419.38
\$15,900.00	COURT SECRETARY	\$17,172.00	\$18,631.62	\$19,376.88	\$20,151.96
\$15,379.00	CODE ENFORCEMENT CONTROLLER	\$16,609.32	\$18,021.11	\$18,741.96	\$19,491.65
\$11,700.00	COURT PART-TIME SECRETARY	\$12,636.00	\$13,710.06	\$14,258.46	\$14,828.80
\$18,000.00	DEPUTY COLLECTOR	\$19,440.00	\$21,092.40	\$21,936.10	\$22,813.54
\$18,000.00	COLLECTOR CLERK	\$18,000.00	\$19,530.00	\$20,311.20	\$21,123.65
\$10,725.00	COURT PART-TIME AIDE	\$10,725.00	\$10,725.00	\$11,154.00	\$11,600.16
\$232,492.39		\$248,793.78	\$269,029.63	\$279,790.81	\$290,982.45

Handwritten mark or signature.

APPENDIX "B"

1990-1993 Holidays

NEW YEAR'S DAY	LABOR DAY
LINCOLN'S BIRTHDAY	COLUMBUS DAY
WASHINGTON'S BIRTHDAY	ELECTION DAY
GOOD FRIDAY	VETERAN'S DAY
MEMORIAL DAY	THANKSGIVING DAY
INDEPENDENCE DAY	CHRISTMAS
MARTIN LUTHER KING DAY	

APPENDIX "C"

VACATIONS

The United Borough Employees (White Collar) shall receive vacation on the following basis:

Less than one year of service as of June 1st of any contract year; one day for each month of employment not to exceed ten (10) days.

- A. More than one year of service as of June 1st of any contract year: 10 days
- B. More than five years of service as of June 1st of any contract year: 15 days
- C. More than ten years of service as of June 1st of any contract year: 20 days
- D. More than fifteen years of service as of June 1st of any contract year: 25 days.

BOROUGH OF NEW MILFORD
BERGEN COUNTY, NEW JERSEY

RESOLUTION

OFFERED BY

John Negri

SECONDED BY

No. 92:37
[Signature] *[Signature]*

LABOR AGREEMENT BETWEEN THE UNITED BOROUGH EMPLOYEES
AND
THE BOROUGH OF NEW MILFORD

BE IT RESOLVED that the Mayor be authorized to sign the agreement between the United Borough Employees and the Borough of New Milford for the period January 1, 1990 through December 31, 1993.

Member	Aye	No	No Vote	Absent
R. O'NEILL	✓			
G. VINCI		✓		
H. CHERNIN	✓			
R. NESOFF	✓			
P. RUSGO	✓			
F. DeBARI	✓			
Mayor (tie)				
TOTAL				

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on **JAN 27 1992** 19.....

January 24, 1992

We hereby ratify the contract agreement submitted by Richard Gwin, Mediator, at the Mediation hearing held on Monday, January 13, 1992, a copy of which is attached.

UNITED BOROUGH EMPLOYEES

Judith Schrader
Henry Dixon
Robert Fells
Herraine McNastie
Kathleen Helms
Nitzy Ames
John P. Simons
Ann C. Sweeney
Morris D. Boekstein
Shirley L. Tenopir
John M. Parney
Margaret Fredrick

SCHEDULE "A"

1990	POSITION	1991	1992	1993	1993
B A S E		B A S E	B A S E	B A S E	B A S E
		1/1/91	1/1/92	1/1/93	7/1/93
		@ 8 %	@ 8 1/2 %	@ 4 %	@ 4 %
\$21,523.51	COMPUTER ASSISTANT	\$23,245.39	\$25,021.25	\$26,230.10	\$27,279.30
\$22,600.00	ADMINISTRATIVE ASSISTANT/CHIEF	\$25,488.00	\$27,654.48	\$28,760.66	\$29,911.09
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\$18,000.00	DEPUTY COLLECTOR	\$19,440.00	\$21,092.40	\$21,936.10	\$22,813.54
\$18,000.00	COLLECTOR CLERK	\$18,000.00	\$19,530.00	\$20,311.20	\$21,123.65
\$10,725.00	COURT PART-TIME AIDE	\$10,725.00	\$10,725.00	\$11,154.00	\$11,600.16

APPENDIX "B"

1990-1993 Holidays

NEW YEAR'S DAY

LABOR DAY

LINCOLN'S BIRTHDAY

COLUMBUS DAY

WASHINGTON'S BIRTHDAY

DAY AFTER THANKSGIVING

GOOD FRIDAY

VETERAN'S DAY

MEMORIAL DAY

THANKSGIVING DAY

INDEPENDENCE DAY

CHRISTMAS

MARTIN LUTHER KING DAY

APPENDIX "C"

VACATIONS

The United Borough Employees (White Collar) shall receive vacation on the following basis:

Less than one year of service as of June 1st of any contract year; one day for each month of employment not to exceed ten (10) days.

- A. More than one year of service as of June 1st of any contract year: 10 days
- B. More than five years of service as of June 1st of any contract year: 15 days
- C. More than ten years of service as of June 1st of any contract year: 20 days
- D. More than fifteen years of service as of June 1st of any contract year: 25 days.