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A G R E E M E N T

Between

CITY OF CLIFTON
PASSAIC COUNTY, NEW JERSEY

and

PBA LOCAL # 36

January 1, 1988 through December 31, 1989

LOCCKE & CORREIA P.A.
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PREAMBLE

A. THIS AGREEMENT made this 28 day of December, 1988, by and between the CITY OF CLIFTON, in the County of Passaic, New Jersey, a Municipal Corporation of the State of New Jersey, hereinafter referred to as the "City," and P.B.A. LOCAL No. 36, hereinafter referred to as the "Association".

B. It is the purpose of this Agreement to promote and insure harmonious relations between the City and the Association for the mutual interests of the parties hereto, and the citizens of the City of Clifton, in accord with the intent of the New Jersey Public Employment Relations Act.

ARTICLE I

RECOGNITION

The City recognizes the Association for the purposes of collective negotiations as the exclusive representative of the salaried and sworn Patrolmen of the Police Department of the City of Clifton, excluding Superior Officers and all other Employees of the City. References to males shall include females.

ARTICLE II

DUES CHECK-OFF

A. The City agrees to deduct from the salaries of its Employees covered by this Agreement dues which said Employees individually, voluntarily, and in writing authorize the City to deduct. Such deductions shall be made in compliance with Chapter 233, New Jersey Public Laws of 1969, N.J.S.A. (R.S.) 52:14-15.9e.

B. If during the life of this Agreement there shall be any change in the rate of membership dues, the Association shall furnish the City written notice thirty (30) calendar days prior to the effective date of such change.

C. The Association will provide the necessary "check-off authorization" form and the Association will secure the signatures of its members on the forms and deliver the signed forms to the City.

D. The Association will indemnify, defend, and save the City harmless against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken by the City in reliance upon the salary deduction authorization forms submitted by the Association to the City, unless such actions taken by the City is not in strict compliance with the Authorization Forms submitted.

B. The City shall remit to the Association, on a quarter annual basis, all monies collected by the dues check-off system.

ARTICLE III

MUNICIPAL MANAGEMENT

A. The City 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:

1. The executive management and administrative control of the City Government and its properties and facilities and the on-duty activities of its Employees according to law.
2. To hire all Employees, to determine their qualifications and conditions for continued employment, or assignment, and to promote and transfer Employees, subject to the provisions of law.
3. To take any disciplinary actions, including discharge, for good and just cause according to law.

B. The exercise of the foregoing powers, rights, authority, duties, and responsibilities of the City, the adoption

of policies, rules, regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of this Agreement, and only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of New Jersey and of the United States and Ordinances of the City of Clifton.

1. The City agrees to pass the necessary ordinances in order to fully implement the terms of this Agreement within sixty (60) days after the date of the signing of this Agreement by the parties thereto and the City agrees fully to implement the said ordinances within forty-five (45) days after their adoption. The City further agrees that failure to do either will constitute a material breach of this Agreement unless such failure is the result of a written law, directive or order emanating from the executive, legislative or judicial branches of governmental authority at the County, State, or Federal level or of an Act of God which renders such performance impossible.

C. Nothing contained herein shall be construed to deny or restrict the City of its rights, responsibilities, and

authority under R.S. 40, R.S. 40A, R.S. 11 and R.S. 11A, or any other National, State, County or Local laws or Ordinances.

ARTICLE IV

MAINTENANCE OF OPERATIONS

A. The Association covenants and agrees that during the term of this Agreement, the Association will not cause, authorize, or support, any strike (i.e., the concerted failure to report for duty, or willful absence of an Employee from his position, or stoppage of work or abstinence in whole or in part, from the full, faithful and proper performance of the Employee's duties of employment) work stoppage, slowdown, walkout, or other job action against the City. In the event the Association or any Association member takes part in any strike, or activity aforementioned, the Association agrees that such action will constitute a material breach of this Agreement, as to any parties taking part therein.

B. The Association agrees that it will take or cause to be taken reasonable and prompt procedures and actions to prevent its members from participating in any strike, work stoppage, slowdown, or other activity aforementioned. The Association actions will include publicly disavowing such activities and ordering all such members who participate in such activities to cease and desist from same immediately and to return to work along with other steps, if any, as may be necessary.

C. In the event of a strike, slowdown, walkout,

or job action, it is covenanted and agreed that participation in any such activity by an Association member shall be deemed grounds for disciplinary action, including possible termination of employment of such Employee or Employees.

D. Nothing contained herein shall be construed to limit or restrict the City or the Association in their right to seek and obtain such judicial relief as they may be entitled to have in law or in equity for injunction or damages, or both, in the event of a breach by the Association, its members or the City.

ARTICLE V

GRIEVANCE PROCEDURE

A. The term "grievance" as used herein means any controversy arising over the interpretation, application or violation of this Agreement and of those policies, agreements, or administrative decisions which affect the terms and conditions of employment of Employees covered under this Agreement and may be raised by an individual, a group of individuals, the Association at request of and on behalf of an individual or group of individuals, or the City.

B. The following constitutes the sole and exclusive method for resolving grievances between the parties over this Agreement, with the exception of the City-initiated grievances, which will proceed in accordance with Paragraph C and shall be followed in its entirety unless any step is waived by mutual consent.

STEP ONE:

The grievant shall institute action under provisions hereof within fifteen (15) calendar days after the event giving rise to the grievance has occurred. The grievance must be in writing and delivered to the grievant's Division or Bureau Commanding Officer or his designee, within the aforesaid fifteen (15) calendar days. The grievant prior to filing a written grievance may make an effort to settle his grievance informally, by discussion with any Superior Officer who is subordinate to the grievant's Division or Bureau

Commanding Officer.

The Commanding Officer or his designee shall, after receipt of the written grievance, have ten (10) calendar days to file a written response to the grievant.

STEP TWO:

In the event that the grievance is not resolved to the satisfaction of the grievant at STEP ONE above and involves an alleged violation of this Agreement only, the same written grievance may be filed with the Chief of Police or his designee, within seven (7) calendar days of the grievant receiving the written response from the Division or Bureau Commander or his designee as described in STEP ONE above, or upon failure to receive a written response, within seven (7) calendar days after the expiration of the response time structure in STEP ONE above.

STEP THREE:

If such grievance is not resolved to the satisfaction of the grievant at STEP TWO above, the grievant shall within seven (7) calendar days after receipt of the written response from the Chief or his designee or upon failure to receive a written response, within seven (7) calendar days after the expiration of the response time structure in STEP TWO above, submit the same written grievance to the City Manager or his designee. The City Manager or his designee, shall hold a hearing on such grievance within twenty (20) calendar days after submission and shall have seven (7) calendar days thereafter to render his written decision and reasons with respect thereto. The grievant and a representative of the Association, and/or counsel may, at the option of the grievant, attend such hearing. The City Manager or his designee shall submit a copy of his decision to the grievant and the Association. Failure to hold a hearing or submit an answer in writing within the time structure shall move the grievance to STEP FOUR.

STEP FOUR:

If the grievance is not resolved to the satisfaction of the grievant at STEP THREE above, the grievant may submit the grievance to final and binding arbitration pursuant to the rules of the New Jersey Public Employment Relations Commission within fifteen (15) calendar days after the decision at STEP THREE has been received by the grievant or upon failure to receive a written response, within fifteen (15) calendar days after the expiration of the response time structure in STEP THREE.

1. The parties agree to direct the Arbitrator to decide, as a preliminary question, whether he has jurisdiction to hear and decide the matter in dispute.

2. The Arbitrator shall be bound by the provisions of this Agreement and will restrict his opinion to the application of the facts presented to him involving the arbitration. The Arbitrator shall in no way have the authority to add to, modify, detract from or alter in any way the provisions of this Agreement or any amendments or supplements thereto. The decision of the Arbitrator shall be final and binding, consistent with applicable law and the Award must be in writing with the appropriate factual and legal arguments and conclusions.

3. The cost for the service of the Arbitrator shall be borne equally by the City and the Association. Any other expenses, including but not limited to the presentation of the witnesses, shall be paid by the party incurring same.

4. No arbitration hearing shall be held until the expiration of at least thirty (30) calendar days after the decision rendered at STEP THREE. In the event the grievant elects to pursue remedies available through the New Jersey State Department of Personnel, the grievance shall be canceled and the matter withdrawn from arbitration.

5. The Arbitrator shall only be permitted to hear one (1) grievance on only one (1) issue per arbitration. No multiple grievance arbitrations will be permitted unless by written consent of

the City and the Association prior to the commencement of the arbitration. Notwithstanding any other Grievance Procedure provision, grievants or grievance issues on the same or similar issue(s) may proceed to a single arbitration proceeding.

C. The City may institute action under the provisions of this Article within twelve (12) calendar days after the event giving rise to the grievance has occurred. Such grievance shall be in writing and filed directly with the Association and an earnest effort shall be made to settle the difference between the City and the Association. If such grievance is not resolved, the City's remedies shall be in accordance with STEP FOUR above.

D. Grievance conferences and hearings shall be held at either the Police Department or City Hall. Provided prior permission has been secured from the Chief, or his designee, a representative from the Association whose presence is required to resolve grievances, shall be released from work without loss of regular straight time pay for the purpose of participating in such a grievance resolution and further provided that there shall be no interference with the operation of the City.

E. The time limits expressed herein shall be strictly adhered to by both parties. If any grievance has not been submitted within the time limits specified then the grievance shall be deemed to have been abandoned. If any

grievance is not processed to the next succeeding step in the Grievance Procedure within the time limits prescribed thereunder, then the disposition of the grievance at the last preceding step shall be deemed to be conclusive. If a decision is not rendered within the time limits prescribed for a decision at any step in the Grievance Procedure, then the grievance shall be deemed to have been denied. Nothing herein shall prevent the parties from mutually agreeing to extend or contract the time limits for processing the grievance at any step in the Grievance Procedure.

ARTICLE VI

PERSONNEL FILES

A. The Employer agrees to permit each Employee full inspection and examination without restriction of his personnel file at least twice during each calendar year upon written request by the Employee. The inspection shall take place during the Employee's off-duty hours and in a private location provided by the Employer at reasonable hours during the day. The Employer may require that such inspection and examination take place in the presence of the Chief of Police or his designee and the Employee may, at his option, have a third party present during such inspection. The Employee shall be permitted to copy all documents contained in his personnel file.

B. All documents included in an Employee's personnel file will be initialed and dated. Such initialing and dating will be done by the person inserting the document in the Employee's personnel file. Any document found in the Employee's personnel file which has not been dated and initialed by the person inserting the document, as required by this Section shall be immediately removed by the Employee. The Employee shall notify the Chief of Police, of the document being removed.

C. An Employee may file a written comment concerning any document in his file within fourteen (14) calendar days after his inspection of the file.

D. At no cost to the Employee, said Employee may make duplicate copies relating to any grievance, departmental charges, or criminal charges to aid in his defense.

ARTICLE VII

DEPARTMENTAL INVESTIGATIONS

A. In an effort to insure that departmental investigations are conducted in a manner which is conducive to good order and discipline, the following rules are hereby adopted:

1. The interrogation of a member of the force shall be at a reasonable hour, preferably when the member of the force is on duty, unless the exigencies of the investigation dictate otherwise.
2. The interrogations shall take place at a location designated by the Chief of Police. Usually it will be at Police Headquarters or the location where the incident allegedly occurred. Anything hereinbefore set forth to the contrary notwithstanding, such interrogation will not be held at the home of a member of the Association unless the prevailing circumstances make it impossible to hold such interrogation anywhere else.
3. The member of the force shall be informed of the nature of the investigation before any interrogation commences. Sufficient information to reasonably apprise the member of the allegations should be provided. If the member of the force is being interrogated as a witness only, he should be so informed at the initial contact. No party being investigated shall be required to furnish a written reply to a charge unless the charge is first reduced to writing by the Chief or his designee and a copy delivered to the party under investigation.
4. The questioning shall be reasonable in length. Thirty (30) minutes time shall be provided for personal necessities, meals, telephone calls and rest periods at the end of every two (2)

hours.

5. The member of the force shall not be subject to any offensive language, nor shall he be threatened with transfer, dismissal, reprisal or other disciplinary punishment. No promise of reward shall be made as an inducement to answering questions.

6. During every stage of the proceedings, the Department shall afford an opportunity for a member of the force, if he so requests, to consult with a counsel and/or his Association representative before being questioned concerning a violation of the Rules and Regulations during the interrogation of a member of the force, which shall not delay the interrogation one (1) hour for consultation with his Association representative, nor more than two (2) hours for consultation with his attorney.

ARTICLE VIII

TRAVEL OUT OF THE CITY

When a member of the Association is required to travel out of the City on municipal business, a municipal vehicle will be provided by the City for such travel. Any such member shall receive reimbursement for verified parking costs and toll fees.

ARTICLE IX

HOLIDAYS

A. The following five (5) holidays shall be recognized:

1. New Year's Day
2. Martin Luther King Day
3. Easter
4. July 4th (Independence Day)
5. Christmas

B. Compensatory time shall be granted for those five (5) holidays which shall be taken at the Employee's request, if possible, from thirty (30) days before the actual holiday to thirty (30) days after the actual holiday, but, in any event, during the calendar year in which the holiday occurs subject to the needs of the Department.

1. If, due to illness or injury, the Employee is unable to utilize any of his five (5) holidays in accordance with Section B, he shall be allowed to carry them over to the next calendar year.
 - a. It shall be the responsibility of the Employee to notify the Chief of Police by December 1st, of the Employee's intent to utilize the

provisions of Section B(1), above.

2. If the Employee returns to work prior to the end of the year in which the holidays are due, the Employer may schedule those unused holidays to satisfy the provisions of Section B of this Article.

C. Additionally, during the term of this Agreement, all Employees covered by this Agreement shall receive one (1) day's pay at time and one-half (1½) for each of the following eight additional holidays.

- | | |
|--------------------------|---------------------|
| 1. Lincoln's Birthday | 5. Labor Day |
| 2. Washington's Birthday | 6. Columbus Day |
| 3. Good Friday | 7. Veterans Day |
| 4. Memorial Day | 8. Thanksgiving Day |

D. Holiday pay shall not be deducted from an Employee's pay unless said Employee shall have so requested such deduction in writing on a form to be provided by and filed with the City Treasurer on or before December 1st of the year next requested. Such request may not be changed or revoked during the year for which it is made.

E. Payment for these holidays shall be made no later than the second pay period in November.

F. An additional two (2) compensatory days at straight time will be granted to all covered Employees of said PBA of the City of Clifton, which compensatory time shall be in lieu of compensatory time for any and all holidays (other than or

In addition to those holidays enumerated in Paragraphs A and C hereof above) which may be granted during the year by the Municipal Council or the City's Administration to any Employees other than the members of the PBA. If the said two (2) compensatory days are not taken during the calendar year these two (2) days will be accrued until taken.

ARTICLE X

A. DEATH IN IMMEDIATE FAMILY

1. Employees covered by this Agreement shall be granted a leave of absence without loss of regular pay, for a death in the immediate family for a period not to exceed four (4) consecutive calendar days, one of which shall be the day of death or the day of the funeral of the deceased, at the discretion of the bereaved Employee.

2. The immediate family, for the purpose of this Article, is defined as spouse, parent, child, father-in-law, mother-in-law, brother, sister, step-brother, step-sister or any other relative residing in the Employee's household.

B. DEATH IN NON-IMMEDIATE FAMILY

1. Employees covered by this Agreement shall be granted a leave of absence without loss of regular pay for a death in the non-immediate family for the day of the funeral.

2. Non-immediate family, for the purpose of this Article is defined as Grandparents and Grandchildren.

C. Reasonable verification of the death may be required by the City.

D. It is the intention of this Article that an Employee will suffer no loss of regular pay for the time period specified above. In the event, however, the Employee is already receiving payment in the form of vacation pay or other compensation from the City, bereavement leave will not be granted.

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ARTICLE XI

PERSONAL DAYS

A. Each full time Employee covered by this Agreement may receive two (2) personal days at eight (8) hours straight time during each year of this Agreement. Request for such personal days will be made in writing to the City's Manager at least five (5) calendar days in advance and a written response to the Employee will be made within two (2) calendar days following receipt of such request.

B. It is the specific intent of the parties that personal days shall not be used to extend vacation periods.

C. Personal days will be accrued until taken.

ARTICLE XII

FALSE ARREST INSURANCE

A. The City agrees to provide, for the term of this Agreement, False Arrest Insurance with coverage not less than provided during 1978, covering its Employees who are covered by this Agreement during the performance of their duties.

B. A copy of said insurance policy including all riders and amendments will be supplied to the Association President or his representative upon reasonable request.

C. The City reserves the right to change insurance carriers so long as not less coverage is provided. The Association President shall be notified in writing with thirty (30) days in the event of a change in insurance carrier.

ARTICLE XIII

BULLETIN BOARDS

The City shall permit the PBA reasonable use of all Bulletin Boards located in the respective Police facilities for posting notice concerning PBA business and activities.

ARTICLE XIV

NON-DISCRIMINATION

A. There shall be no discrimination by the City or the Association against an Employee on account of race, color, creed, religion, sex or national origin.

B. There shall be no discrimination, interference, restraint or coercion by the City or any of its representatives against any of the Employees covered under this Agreement because of their membership or non-membership in the Association or because of any lawful activities by such Employees on behalf of the Association. The Association, its members and agents, shall not discriminate against, interfere with, restrain or coerce any Employees covered under this Agreement who are not members of the Association.

ARTICLE XV

OVERTIME

A. The City agrees that overtime, at the rate of time and one-half ($1\frac{1}{2}$) shall be given to all Employees covered by this Agreement in compensatory time for all hours worked in excess of the regular work day, consisting of eight (8) consecutive hours.

B. It is recognized that Employees may be required, for the purpose of roll call or muster at the commencement of a tour, to report in advance of the tour starting time. In accordance with this recognition, no additional pay or compensatory time shall be given for a ten (10) minute period prior to the commencement of a tour, or for a twenty (20) minute period at the termination of a tour. In the event an Employee is required to report earlier than the ten (10) minutes prior to the commencement of a tour, or to remain beyond twenty (20) minutes after the end of a tour, the Employee shall be given overtime, at the rate of time and one-half ($1\frac{1}{2}$) for all time worked in excess of the work day of eight (8) consecutive hours of his just completed eight (8) hour tour of duty.

C. All overtime earned under this Article shall be given as compensatory time on a one and one-half ($1\frac{1}{2}$) for one (1) basis. That is, for each hour of overtime worked, the Employee shall receive one and one-half ($1\frac{1}{2}$) hours of

compensatory time. Upon the prior written approval of the Chief of Police or his designee and subject to the needs of the Department, the Employee's preference as to when such compensatory time may be taken will be observed wherever possible.

D. Off duty Police action shall be compensated in accordance with the Agreement from the commencement of the Employee's involvement in the incident.

ARTICLE XVI

RECALL

A. All **Employees covered** by this Agreement who are recalled shall receive overtime **compensation** as follows:

1. When the time actually **spent** is two (2) hours or less, the Employee shall receive two (2) hours of overtime **compensation** at the time and one-half ($1\frac{1}{2}$) rate. (Three (3) hours of straight time.)
2. When the time actually spent on recall exceeds two (2) hours, the Employee shall receive compensation for all time worked **at** the overtime rate, however, the Employee be compensated with no less than four (4) hours of overtime at the time and one-half ($1\frac{1}{2}$) rate. (Six (6) hours of straight time.)

B. To qualify for recall compensation in **Section A** above, the recall must not be contiguous to the Employee's shift. If the Employee is called in and his hours are contiguous with his shift, he will be **compensated** for all time prior to his shift at the overtime rate of time and one-half ($1\frac{1}{2}$).

1. When the recalled Employee has concluded the specificity of his recall and its conclusion is prior

to the Employee's regular shift, the Employer shall not extend the recall so as to have it run contiguously with the Employee's regular shift, in an effort to avoid the provisions of this Article.

ARTICLE XVII

VACATIONS

A. In order to promote proper and efficient Police operations, both parties to this Agreement, agree that the scheduling of vacations must be left to the City, but the following conditions shall be observed in such scheduling.

1. In assigning vacation periods, preference shall be based on Departmental seniority.
2. Any two (2) Employees of the same rank who are assigned within the same Division, may exchange vacation time upon written notice to the Chief of Police thirty (30) days in advance of the commencement of the earliest of the two (2) vacations.
3. Any Employee may take vacation in single day blocks.

B. Employees shall take vacation at the scheduled time and during the current calendar year, in which the vacation is earned.

1. Only one (1) vacation period may be taken between May 1st and September 30th.
(a) After all Employees have had an opportunity to take their one (1) period of vacation between the above

dates, additional vacation leave may be requested by the Employee for this period.

2. Employee's vacation submission schedule:

(a) January 1st through April 30th - should be submitted to the Chief's office by December 1st of the preceding year.

(b) May 1st through September 30th - should be submitted to the Chief's office by March 1st.

(c) October 1st through December 31st - must be submitted to the Chief's office by September 15th.

C. Any unused vacation resulting from pressures of work, as determined by the City, may be carried forward into the next succeeding year only, and will be scheduled according to the guidelines set forth in this Article.

D. If an Employee's starting date falls between January 1st and June 30th, inclusive, of a given year, his anniversary date for the purpose of this Article shall be deemed to be January 1st of that year. When an Employee's starting date falls between July 1st and December 31st, inclusive, of a given year, his anniversary date for purposes of this Article shall be deemed to be July 1st of that year.

E. Vacation Schedule

YEARS	1st	2-5	6-10	11-15	16-20	21-25	25+
DAYS	12	15	20	21	22	23	24

ARTICLE XVIII

COURT TIME

A. Whenever any Employee is required to appear in court during his off-duty time in any action or legal proceeding arising out of or incidental to the performance of his duties, said Employee shall receive compensatory time in one of the following manners:

- (1) When the time actually spent in court is two (2) hours or less, the Employee shall receive two (2) hours of overtime compensation at time and one-half (1½) rate (three (3) hours of straight time).
- (2) When the time actually spent in Court exceeds two (2) hours, the Employee shall receive compensation for all time worked, at the overtime rate, however, the Employee shall be compensated with no less than four (4) hours of overtime compensation at the time and one-half (1½) rate (six (6) hours of straight time).
- (3) When the time actually spend in court is contiguous with the Employee's regular shift, he shall be compensated at the regular time and one-half (1½) rate.
(a) The Employer shall not extend any Court time so as to have it run contiguously with the Employee's regular shift, in an effort to avoid the provisions of this Article.

B. 1. Time cards must be punched at the beginning and end of overtime period.

2. Overtime reports must be forwarded complete

with all required information.

3. The Employees overtime Court appearance must be scheduled by the Court, and not by the Employee.

4. Schools and meetings, when held on off-duty time, will be compensated at the same rate as Court appearances when assigned as a duty task, unless the school or sponsor of such meeting referred to herein furnishes a letter stating that residency is required at such school or meeting. This does not include formal education (college) for which monetary compensation is paid for credits earned. Furthermore, no compensatory time will be earned or granted while attending a school where residency is required.

ARTICLE XIX

CONDUCTING PBA BUSINESS ON EMPLOYER'S TIME

A. The City agrees to grant the necessary time off without loss of pay to a maximum of three (3) members of the PBA selected as delegates or alternates, and the PBA President, to attend any State or National Convention of the New Jersey Policemen's Benevolent Association as provided under applicable New Jersey Statutes.

B. The City agrees to grant, if necessary, the required time off, not to exceed three (3) hours per man, per meeting, without loss of pay, to the Association President, Secretary and State Delegate, to attend regular monthly meetings of the PBA Local No. 36.

C. The President and the Association Delegate or recording secretary shall be excused from his tour of duty on the day of a regular or executive meeting of the New Jersey State PBA and the Passaic County Conference for the purpose of attending such.

D. Members of the Association, not to exceed three (3), shall be excused from duty to attend mutually scheduled contract negotiations and grievance meetings.

ARTICLE XX

COLLEGE INCENTIVE PAY

A. In addition to the salary noted in Article XXIII college incentive pay will be paid at the rate of Twenty (\$20.00) Dollars per course credit. Payment is conditioned upon the following:

1. Courses must lead to an Associate or Baccalaureate Degree in Police Science and the Employee must be "matriculated".
2. Courses must have been satisfactorily completed at a recognized institute of higher learning and must have been earned while an Employee of the City of Clifton.
3. Additional remuneration under this Article shall not exceed Three Hundred Thirty (\$330.00) Dollars in any given calendar year, nor exceed a total of Thirteen Hundred Twenty (\$1,320.00) Dollars.
4. Payment on a pro-rated basis will be included in the Employee's first regular pay day in September of each year retroactive to the completion of such credit hours provided there has been presented to the City Manager on or before July 15th of each year, a proper certification

from the institution attended by said member setting forth the number of credit hours completed or the conferring Baccalaureate or Associate Degree.

5. Courses must be taken during the Employee's off-duty hours.
6. Paragraphs 1, 2 and 5 shall not apply to those Employees enrolled and/or receiving reimbursement at the time of the signing of this Agreement.
7. If "special courses" are desired to be taken by an Employee, the Employee may request from the City special permission to take the course during on-duty hours, depending upon the needs of the Department and the availability of the course.

ARTICLE XXI

LONGEVITY

A. In addition to the salary noted in Article XXIII longevity pay will be paid as follows, as determined by employment anniversary date:

After five (5) years of service to tenth (10th) year inclusive..... $2\frac{1}{2}\%$ of Base Salary per annum

From eleventh (11th) year to fifteenth (15th) year inclusive..... 5% of Base Salary per annum

From sixteenth (16th) year to twentieth (20th) year inclusive..... $7\frac{1}{2}\%$ of Base Salary per annum

From twenty-first (21st) year to twenty-fifth (25th) year inclusive..... 10% of Base Salary per annum

From twenty-sixth (26th) year to retirement..... $12\frac{1}{2}\%$ of Base Salary per annum

B. If an Employee's starting date falls between January 1st and June 30th, inclusive, of a given year, his anniversary date for purposes of this Article shall be deemed to be January 1st of that year. When an Employee's starting date falls between July 1st and December 31st inclusive, of a given year, his anniversary date for purposes of this Article shall be deemed to be July 1st of that year.

C. For the purposes of this section, "service" is defined as employment within the and for the City of Clifton.

D. Longevity pay shall be paid at the same time and in the same manner as regular salary.

ARTICLE XXII

HOSPITALIZATION AND INSURANCE

A. The City shall continue to provide at no cost to the Employees comprehensive Blue Cross (with Drug Rider \$1.00 co-pay and Rider J 365 coverage) and Prevailing Fee Blue Shield (with P.F. Rider J 365 coverage) and Major Medical benefits as follows: Maximum benefits: \$250,000.00; Co-insurance percentage of 80% applicable to the first \$2,500.00 of qualifying expenses incurred; excess, if any, compensable at 100% deductible \$100.00, accumulation period calendar year; room limit; semiprivate; convalescent home confinement: 60 days; maximum benefit, in hospital care for mental illness: \$10,000.00; automatic restoration provision: \$2,500.00; which said Major Medical insurance coverage is more particularly described and delineated in that certain written proposal dated December 1, 1983 prepared for the City of Clifton and submitted by Allan R. Westerbeck on behalf of the Washington National Insurance Company as said proposal is amended and supplemented by letter dated January 17, 1975 from Stanley Kossoff to Charles F. Hahn, Inc., concerning City of Clifton group major medical coverage, copies of which proposal and letter are on file and available for inspection in the office of the City Clerk of the City of Clifton.

B. All health insurance coverages hereinabove in Paragraph A are hereby extended to cover, to the extent

hereinafter more particularly set forth, all dependent members of the immediate families of all of the Employees of the City of Clifton. Such insurance coverages shall be extended to cover, through the end of the calendar year during which each attains his or her twenty-third (23rd) birthday, all of the dependent members of the immediate families of the City's Employees who are full time students at a recognized, certified, secondary school or institution of higher learning pursuing a prescribed course of study at any school or institution for which course credits are given or who are "disabled" within the meaning of that term as defined at N.J.S.A. 54:1.2(d).

C. The City will continue to provide, at no cost to the Employee, for each member of the Department, the current group Dental Plan with no less coverage than is provided by N.J. Dental Service Plan, Inc. in their proposal dated February 26, 1979, more specifically, Program 1, including orthodontic benefits, for the term of this Agreement.

D. The City will provide a Ten Thousand (\$10,000.00) Dollar life insurance policy for all Employees covered by this Agreement under the age of seventy (70). For Employees seventy (70) and up, the amount of said life insurance shall be Two Thousand Five Hundred (\$2,500.00) Dollars; and a One Thousand (\$1,000.00) Dollar policy shall be provided to all retired Employees for the first five (5) years of retirement only.

E. The covered member shall receive at no cost

to the Employee, all insurance coverage as set forth in Paragraph A of the Article until his or her sixty-fifth (65) birthday if he or she becomes totally and permanently disabled for further duty as a Police Officer as the direct result of a "traumatic event occurring, during, and a result of the performance of duty" and is awarded an accidental disability retirement benefit by the Police and Firemen's Retirement System.

F. All health insurance coverages hereinabove in Paragraph A, B and C hereof are hereby extended to cover Employees from their fifty-fifth (55th) birthday to the sixty-fifth (65th) birthday. For any such Employee, who, being qualified for retirement benefits under any such system, shall have retired on or after January 1, 1984, in compliance with the requirements of the Police and Firemen's Retirement System established and maintained under the Laws of the State of New Jersey or who is also eligible for retirement under Senate Bill 3026 which has been enacted into law and who shall not, at the time of such retirement have yet attained the age of sixty-five (65) years, provided, however, that any such retired Employee otherwise qualified for such coverage in accordance with the terms of this paragraph shall not qualify therefore and shall not be so covered by the City while he or she is employed on a regular basis and such employment provides health insurance coverages not less than those specified in Paragraph A hereof above. Any Employee qualifying for the above coverage between the ages of fifty-five (55) and sixty (60) years during 1983 will

be eligible to pay to the City the annual premium for such insurance coverage on an annual basis until such Employee attains his or her sixtieth (60th) birthday, or is otherwise not eligible for such coverage under the terms of this paragraph. If an Employee retires prior to his or her fifty-fifth (55th) birthday, he will be eligible to pay to the City the annual premium for such insurance coverage on an annual basis until such Employee attains his or her fifty-fifth (55th) birthday, or is otherwise not eligible for such coverage under the terms of this paragraph. Subject to the rules of the carrier, this coverage may be obtained after age sixty-five (65) as well.

G. Any Employee qualified to pay the annual premiums to the City for insurance coverages listed in Paragraph F above, prior to age fifty-five (55), who does not elect to do so, shall not be eligible to have the City pay for such insurance coverage after age fifty-five (55).

H. The City may, at its option, change any of the foregoing plans or carriers so long as substantially similar coverage is provided.

I. Upon request by the PBA President, the City will make available copies of existing insurance contracts.

ARTICLE XXIII

DETECTIVE AND MISCELLANBOUS INCREMENTS

A. An Association member who is assigned on a permanent basis as a full time detective shall receive Three Hundred and Fifty (\$350.00) Dollars compensation per year, in addition to the salary noted in Schedule A.

B. An Association member who is assigned on a permanent basis as a full time member of the Police Tactical Squad or Bomb Squad shall receive Three Hundred (\$300.00) Dollars compensation per year, in addition to the salary noted in Schedule A.

C. An Association member who is assigned on a permanent basis as a full time member in Organizing and Training Pistol Practice shall receive One Hundred and Fifty (\$150.00) Dollars compensation per year, in addition to the salary noted in Schedule A.

D. An Association member who is assigned on a permanent basis and in charge of the Dog Census shall receive One Hundred and Fifty (\$150.00) Dollars compensation per year in addition to the salary noted in Schedule A.

E. An Association member who is assigned on a permanent basis the duties of training School Traffic Guards shall receive Three Hundred (\$300.00) Dollars compensation per year in addition to the salary noted in Schedule A.

F. An Association member who is assigned on a permanent basis as a full time member of the Patrol Division shall receive One Hundred and Fifty (\$150.00) Dollars compensation per year in addition to the salary noted in Schedule A.

G. Business cards, to be prepared at no cost to the City may be used by all personnel described in Paragraph A above and any permanent Association member assigned on a full time basis as Crime Prevention Officer and Rule 73 of the Rules and Regulations governing the Police Department, Clifton, New Jersey shall be amended accordingly.

ARTICLE XXIV

SALARIES

A. Employees covered under this Agreement will receive salary increases pursuant to Schedule A.

B. Senior Officer Differential

Effective July 1, 1988, there shall be implemented a Senior Officer Differential benefit. The Senior Officer Differential will be a base wage position on the salary schedule for persons of all ranks who have completed twenty (20) years of Police service.

Upon attaining Senior Officer status, the Employee would have his base rate of pay increased by one-half ($\frac{1}{2}$) the amount between his current pay and the next rank base pay.

For example, a Patrolman, upon completion of twenty (20) years of service, would receive a base rate of pay equal to Patrolman's base rate plus one-half ($\frac{1}{2}$) of the difference between Patrolman's base and Sergeant's base.

The Senior Officer Differential base rate of pay would be used for all computations based upon rate of pay.

ARTICLE XXV

CLOTHING ALLOWANCE

A. Each member of the Association shall receive a clothing allowance of Four Hundred (\$400.00) Dollars per year.

ARTICLE XXVI

PAYMENT FOR DISABILITY

A. The City agrees to pay Association members at their regular rate of pay during periods of disability due to illness or injury for a period of three (3) months from the date of such disability provided such Association member is incapable of performing his duties as a Police Officer and that such disability is established by the City Physician or his designee.

B. The City, at its option, and upon certification by the City Physician, or his designee, may extend the disability pay for no more than three (3) additional separate periods not exceeding three (3) months each; the City Physician, or his designee, must certify that the Association member is incapable of performing his duties as a Police Officer each time.

C. In the event any Employee is granted said disability pay, the City's sole obligation shall be to pay the Employee the difference between his regular salary and any compensation, disability or other payments received from other sources. At the City's option, the Employee shall either surrender and delivery any compensation disability or other payments to the City and receive his entire salary payment, or the City shall only pay the difference.

D. In the event the City Physician, or his designee, does not certify that the injury or illness can be

cured within one (1) year. no leave of absence shall be granted under this Article.

ARTICLE XXVII

SICK LEAVE AND TERMINAL LEAVE

A. Except as otherwise provided in this Article or by law, no sick leave is to be deemed earned or accumulated by members of the Association. However, solely and exclusively for the purpose of calculating the terminal leave benefit for which he or she is entitled, each member of the Association shall be deemed to have earned fifteen (15) sick days per year of service, which days shall be deemed to accumulate from year to year if not used.

B. Any leave taken in accordance with Article XXVI, Payment for Disability, shall utilize any accumulated sick days under Paragraph A of this Article. Whenever an Employee is injured in the line of duty, he shall not be charged with sick leave but shall be carried as "excused from duty."

C. A terminal leave benefit of fifty (50%) percent of the sick days earned but not taken, as amended below, shall be paid to each Employee upon condition that he elects an "ordinary service retirement" pursuant to then existing New Jersey Statutes. The term "ordinary service retirement" shall also encompass disability retirements of Employees pursuant to law.

D. Effective January 1, 1989, there shall be a sick leave cap of two hundred sixty (260) days accumulative for

purposes of terminal leave at fifty (50%) percent of the Employee's then current value at retirement (maximum of one hundred thirty (130) days). If an Employee has, as of December 31, 1988, a personal accumulation in excess of two hundred sixty (260) days, said Employee shall be entitled to use that higher number as the Employee's own personal cap. For example, if a hypothetical Employee currently has three hundred (300) days of accumulated sick time as of December 31, 1988, said Employee shall be entitled to a maximum cap for terminal benefit purposes of fifty (50%) percent of three hundred (300) days. If an Employee has two hundred sixty (260) or less days accumulated as of December 31, 1988, said Employee would be limited to the two hundred sixty (260) day cap for terminal leave compensation purposes. The terminal cap in no way limits the amount of sick days that an Employee may accumulate or use during the Police Officer's career. The sole limitation of the cap is to limit the amount of days that can be subject to the fifty (50%) percent formula for compensation purposes upon retirement.

Attendance Bonus: Effective January 1, 1989, at the end of each calendar year of this Agreement, any Employee who has accumulated more than two hundred sixty (260) or more sick days shall have the right to be paid an attendance payment equal to fifty (50%) percent of the sick days earned in and not used in that calendar year to a maximum of seven and one-half (7½) days. The attendance payment shall be made within one (1) month at the close of the calendar year in which it is earned. Any Employee

seeking to exercise his right to an attendance payment must make a request for same, in writing, on or before January 15th of the year following the year in which the attendance payment was earned.

E. The terminal leave benefit due any Employee may be paid to said Employee in either of the two (2) following manners which may be selected by said retiring Employee.

1. The total salary due such Employee for such terminal leave shall be paid in equal biweekly installments as shown and authorized by the City's regular payrolls approved for payment during the period of such terminal leave; or
2. The total salary due such Employee for such terminal leave shall be paid in a lump sum payment with the initial payment in the year in which the Employee retires, limited to the total salary funds available in Municipal Budget during the retirement year. The balance, if any, to be paid within sixty (60) days after the adoption of the Municipal Budget in the year following the year of retirement.
3. All retiring Employees accepting a lump sum payment will be entitled to the following:
 - a. All benefits negotiated during the Employee's retirement year; which

are permitted by contract or law to be retroactive.

b. Only earned and accumulated vacation days as of the date of retirement.

c. Employees who retire between January 1st and June 30th will receive one (1) personal day and one (1) compensatory day plus all the holidays occurring before date of retirement.

d. Employees who retire between July 1st and December 31st will receive two (2) personal days and two (2) compensatory days plus all holidays occurring before date of retirement.

F. In the event any Employee, while actively employed by the City, shall decease, then payment of fifty (50%) percent of accumulated sick leave which leave shall be earned or accumulated in accordance with this Article, shall be made to the Employee's spouse and/or children, if any.

ARTICLE XXVIII

PROMOTIONAL PROCEDURE

A. The position of persons currently on terminal leave status who have completed their active duty shall be filled by promotion forthwith in accordance with present promotional procedures.

B. Persons so promoted to positions technically occupied by officers on terminal leave status shall continue to receive the pay and benefits of their prior rank, unless and until one of the following events occurs, in which case they shall immediately receive from that point forward the pay and benefits of the newly promoted position:

1. The Employee on terminal leave status completes said Employees respective terminal leave.
2. The Mayor and Council of the City of Clifton provides the full compensation of the newly promoted rank position.

C. In the event either (1) or (2) above occurs, the Municipal Council will provide the funds in future years budget to cover the additional costs for the officers promoted.

D. The PBA and the promoted Employee hereby waives all rights to file any grievance, unfair labor practice,

or other action as a result of this Agreement.

ARTICLE XXIX

SEPARABILITY AND SAVINGS

If any provision of this Agreement or any application of this Agreement to any Employee or group of Employees is held invalid by operation of law or by a Court or other tribunal of competent jurisdiction, such provision shall be inoperative but all other provisions shall not be affected thereby and shall continue in full force and effect.

ARTICLE XXX

DEATH BENEFITS

The City will maintain in its annual budget the sum of Four Thousand (\$4,000.00) Dollars, out of which sum, shall be paid to the widow, if any, or, if none, to the estate of covered Employees, who have died during the term of this Agreement, in accordance with Article XXV, compensation for all unused compensation time, plus all overtime, holiday and vacation time. This compensation shall be computed at the wage rate at the time of accumulation.

ARTICLE XXXI

LEGAL COUNSEL

During the term of this contract, there may arise instances where the City provides, at the City's expense, legal counsel for the defense of a member or members of the Association in accordance with the provisions of N.J.S.A. 40A:14-155. In any such instance, the City agrees to furnish to the Association or the member or members thereof involved, a list of attorneys approved by the City to defend any such member or members. The member or members of the Association involved shall have the option of selecting from such list the attorney who shall handle his, her or their defense. During the term of this Agreement, the City agrees to add to such list any additional attorneys who shall agree to accept and be bound by the criteria covering compensation as established by the City for inclusion on such list. Said criteria covering compensation shall not be reduced during the term of this Agreement.

ARTICLE XXXII

RULES REVIEW COMMITTEE

There shall be appointed a joint committee composed of four (4) members, two (2) to be appointed by the City and two (2) by the Association, to review and make written recommendations regarding the Rules and Regulations governing the Police Department, Clifton, New Jersey.

ARTICLE XXXIII

POLICE DEPARTMENT SAFETY COMMITTEE

The parties hereby agree to establish a health and safety committee with jurisdiction over all matters of health and safety of the Employees covered by this Agreement. Such jurisdiction of this committee shall include, but not be limited, by the following: Police Department personnel, equipment, emergency equipment, Police Department vehicles, protective equipment, weapons, procedures, numbers of personnel required to accomplish specific tasks, departmental facilities, Police Officer, prisoner and public safety, and other related matters.

Said committee shall be comprised of an equal number of Employer representatives and PBA representatives. The committee shall have the right to make advisory recommendations to the City and the PBA. Said committee shall meet not less than once every two (2) months at a mutually convenient time and place. Any person may submit suggestions to the committee members either orally or in writing.

ARTICLE XXXIV

AGENCY SHOP

A. The City agrees to deduct the fair share fee from the earnings of those Employees who elect not to become members of the Association and transmit the fee to the majority representative.

B. The deduction shall commence for each Employee who elects not to become a member of the Association during the month following written notice from the Association of the amount of the fair share assessment. A copy of the written notice of the amount of the fair share assessment must also be furnished to the New Jersey Public Employment Relations Commission.

C. The fair share fee for services rendered by the Association shall be in an amount equal to the regular membership dues, initiation fees and assessments of the Association, less the cost of benefits financed through the dues and available only to members of the Association, but in no event shall the fee exceed eighty-five (85%) percent of the regular membership dues, fees and assessments.

D. The sum representing the fair share fee shall not reflect the costs of financial support of political causes of candidates, except to the extent that it is necessary for the Association to engage in lobbying activity designed to foster its

policy goals in collective negotiations and contract administration, and to secure for the Employees it represents, advances in wages, hours, and other conditions of employment which ordinarily cannot be secured through collective negotiations with the City.

E. Prior to January 1st and July 31st of each year, the Association shall provide advance written notice to the New Jersey Public Employment Relations commission, the City and to all Employees within the unit, of the fair share fee for services enumerated above.

F. The Association shall establish and maintain a procedure whereby any Employee can challenge the assessment as computed by the Association. This appeal procedure shall in no way involve the City or require the City to take any action other than to hold the fee in escrow pending resolution of the appeal.

G. The Association shall indemnify, defend and save the City harmless against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken by the City in reliance upon salary deduction authorization cards or the fair share assessment information as furnished by the Association to the City, or in reliance upon the official notification on the letterhead of the Association and signed by the President of the Association, advising of such changed deduction.

H. Membership in the Association is separate, apart and distinct from the assumption by one of the equal

obligations to the extent that he has received equal benefits. The Association is required under this Agreement to represent all of the Employees in the bargaining unit fairly and equally, without regard to Association membership. The terms of this Agreement have been made for all Employees in the bargaining unit, and not only for members in the Association and this Agreement has been executed by the City after it had satisfied itself that the Association is a proper majority representative.

ARTICLE XXXV

WORK SCHEDULES

A. A shift differential benefit of one (1) day off per month shall be permanently eliminated from the following categories of personnel:

1. Employees working a non-rotating steady tour which ends no later than 7:00 P.M. and has, as part of its schedule, at least one (1) weekend day off.
2. Employees working a non-rotating steady tour which ends later than 7:00 P.M. and which has, as part of its schedule, at least one (1) weekend day off.

B. Employees transferred into category (1), above, and those who are voluntarily transferred into category (2), above, shall receive no shift differential benefit; Employees who are involuntarily transferred into positions in category (2), above, shall retain the shift differential benefit.

C. It is understood that the City shall not unilaterally change the regular squad system without prior negotiations thereof; however, it is agreed that the Chief of Police, or his designee, shall have the right to make such adjustments in individual schedules as he shall deem necessary

during any emergency period or in accordance with current practices.

D. Nothing contained herein shall affect the City's right to staff the Police Department as it sees fit, change assignments and/or to transfer individuals in accordance with and subject to law.

ARTICLE XXXVI

PRINTING OF AGREEMENT

A. Within sixty (60) days after the signing of this Agreement, the parties agree to have printed not less than one hundred and fifty (150) copies of the Agreement in booklet form.

B. The cost of the printing of the Agreement shall be borne equally by the parties.

ARTICLE XXXVII

FULLY BARGAINED PROVISIONS

A. This Agreement represents and incorporates the complete and final understanding and settlement by the parties on all bargainable issues which were or could have been the subject of negotiations. During the term of this Agreement, neither party will be required to negotiate with respect to any such matter, whether or not covered by this Agreement, and whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement.

B. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing only executed by both parties.

ARTICLE XXXVIII

DURATION

This Agreement shall have a term from January 1, 1988 through December 31, 1989. This Agreement shall continue in full force and effect thereafter until a successor Agreement is executed.

IN WITNESS WHEREOF, the parties hereto have entered their hands and seals this 28 day of December, 1988.

CITY OF CLIPTON

Gloria J. Kolodziej
MAYOR

ATTEST:

Betty J. Lutz
City Clerk

PBA LOCAL #36

R. Vandenberg, Pres.

ATTEST:

John R. Zopf SGT.
Jeffrey Shorn
Secretary

SCHEDULE A

SALARIES

A. All Patrolmen hired prior to January 1, 1984

	<u>January 1, 1988</u>	<u>July 1, 1988</u>	<u>May 1, 1989</u>
STEP 1	\$21,944.31	\$22,822.08	\$22,822.08
STEP 2	28,358.00	29,492.32	31,804.52
STEP 3	29,962.75	31,161.26	33,604.30
STEP 4	31,567.33	32,830.02	35,403.89
STEP 5	33,171.96	34,498.84	37,203.55
STEP 6	34,776.53	36,167.59	39,003.13

B. All Patrolmen hired after January 1, 1984

	<u>January 1, 1988</u>	<u>July 1, 1988</u>	<u>May 1, 1989</u>
STEP 1	\$21,943.95	\$22,822.08	\$22,822.08
STEP 2	27,751.23	25,741.28	27,759.40
STEP 3	27,558.13	28,660.19	30,907.15
STEP 4	30,365.05	31,579.65	34,055.49
STEP 5	33,171.96	34,498.84	37,203.55
STEP 6	34,776.53	36,167.59	39,003.13

The above salaries include eight (8) paid holidays at the time and one-half (1½) rate pursuant to Article IX of this Agreement.

GUY PETIX
President

JOSEPH KLEIN
Vice President

JEFFREY SHOM
Recording Secretary

Police Men's Benevolent Association

Local No. 36

P.O. Box 1436

Clifton, N.J. 07015

A Branch of N.E. State P.B.A.

MICHAEL McLAUGHLIN
Treasurer

J. TUZZOLINO
Financial Secretary

GEORGE F. O'BRIEN
State Delegate

WILLIAM COOKE
Sgt. - At-Arms

Clifton P.B.A. Local 36 Salary Schedule for 1990 thru 1992

Patrolman in 6 steps:
Effective:

1-1-90	7-1-90	1-1-91	7-1-91	1-1-92	7-1-92
23,735	24,803	25,795	26,956	29,034	29,295
28,870	30,169	31,376	32,788	34,099	35,633
32,143	33,429	34,766	36,331	37,784	39,484
35,418	37,012	38,492	40,224	41,833	43,716
38,692	40,433	42,050	43,942	45,700	47,756
40,563	42,389	44,084	46,068	47,911	50,066

Sergeant: in 6 steps:

28,667	29,957	31,156	32,558	33,860	35,384
37,046	38,713	40,261	42,073	43,756	45,725
39,142	40,904	42,540	44,454	46,232	48,313
41,238	43,094	44,817	46,834	48,708	50,899
43,335	45,285	47,096	49,215	51,184	53,487
45,431	47,476	49,374	51,596	53,660	56,075

Lieutenant: in 6 steps:

37,923	39,629	41,214	43,069	44,792	46,808
40,515	42,338	44,031	46,013	47,853	50,006
43,107	45,046	46,848	48,956	50,915	53,206
45,699	47,755	49,665	51,900	53,976	56,405
48,301	50,475	52,493	54,856	57,050	59,617
50,882	53,173	55,299	57,788	60,100	62,805

Captain: in 6 steps:

41,806	43,688	45,435	47,780	49,379	51,601
44,843	46,861	48,735	50,928	52,965	55,348
47,879	50,034	52,035	54,377	56,552	59,097
50,916	53,207	55,335	57,825	60,138	62,844
53,952	56,380	58,635	61,274	63,725	66,593
56,988	59,553	61,935	64,722	67,312	70,341

Please note all Superior Officers are at top rate.