### AGREEMENT BETWEEN TOWNSHIP MANAGER & DEPARTMENT HEADS OF MOUNT HOLLY TOWNSHIP

On October 1, 1990, the Township Manager, (subject to approval by Township Council), and the full-time Department Heads of Mount Holly Township, (subject to ratification by all Department Heads of Mount Holly Township), agreed to the following items:

The Department Heads Association shall consist of and represent the following positions:

> Director of Neighborhood Preservation Treasurer Tax Collector Public Works Director Public Works Foreman Public Works Assistant Foreman Construction Official Township Clerk Recreation Superintendent

Township Manager's Secretary/Deputy Clerk

- The Treasurer, Tax Collector, Township Clerk, Recreation Superintendent, Construction Official, Director of Neighborhood Preservation and Township Manager's Secretary/Deputy Clerk, shall enjoy all of the rights and benefits of the White Collar Unit, except as provided herein.
- The Public Works Director, Foreman and Assistant Foreman shall enjoy all of the rights and benefits of the Blue Collar Unit, except as provided herein.
- It is agreed upon that no part-time workers are covered under this contract even though they may have been in the past.
- This Agreement shall cover a thirty-six (36) month period, from January 1, 1991 through December 31, 1993.
- During 1991 Department Heads shall have their salaries increased by 6.5% over the current year, or 1990 salary.
- During 1992 Department Heads shall have their salaries increased by 6% over 1991 salary.
- 8.) During 1993 Department Heads shall have their salaries increased by 6% over the 1992 salary.
- The attached schedule of grades and steps shall be made part of this Agreement and shall be the grades and steps at which Department Heads are paid.
- During the term of the Agreement, all Department Heads shall receive four (4) personal days per year.

- 11.) On or about December 1 of 1991, each full-time Department Head shall receive a bonus payment of \$450.00, for 1992 \$550.00 and 1993 \$650.00.
- 12.) Each full-time Department Head shall receive a medical reimbursement allowance of \$600.00 during the term of this contract. However, Department Heads may elect to take dental coverage in lieu of this \$600.00 payment. Notice must be given to the Finance Director no later than December 1 of each year of this contract for the upcoming year.
- 13.) A certificate from the employee's physician will be in any event required if the employee is absent due to illness for more than four (4) consecutive days, more than six (6) days in a two week period, or uses more than a total of fifteen (15) days sick leave in any calendar year.
- 14.) At retirement, each full-time Department Head shall receive payment for one-half of unused sick leave up to a maximum of sixty-two (62) days.
- 15.) The vacation schedule for those in this contract is as follows:

### FOR 1991 - 1992 - 1993

0	- 1 year	one day per month
1	- 5 years	16 days
6	- 10 years	19 days
11	- 20 years	24 days
21	plus years	29 days

- 16.) Longevity payments will be included into the base pay for pension purposes for 1991, 1992 and 1993. Longevity, for those hired after January 1, 1991 shall be at the rate of Step A \$500.00, Step B \$1,000.00, Step C \$1,500.00. However the rates of A, B, and C are to be applied based on years of service and not years at top step. Therefore longevity Step A begins after completion of ten (10) years of service, Step B after completion of fifteen (15) years and Step C after completion of twenty (20) years of service. \*
- 17.) This constitutes the full and complete agreement by both parties which shall not be changed and for which negotiations shall not be reopened when negotiations with other bargaining units are concluded.

John L. Madden, Mayor

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bepartment head committee

Department Head Committee

### **ADDENDUM**

### AGREEMENT BETWEEN TOWNSHIP MANAGER AND DEPARTMENT HEADS OF MOUNT HOLLY TOWNSHIP

### Longevity \*

In order that employees who have remained at the maximum pay rate of a grade for a number of years without a salary adjustment, may receive some compensation beyond that fixed for the pay grade, the following three step LONGEVITY PAY PLAN is hereby adopted for those hired before January 1, 1991.

When an employee has remained at the maximum pay rate of one or more grades for forty-eight (48) months of service, longevity increment "A" of the attached pay plan computed at 5% of the maximum pay for a given grade shall be paid in addition to the maximum established rate of the grade. The additional longevity increment "B", computed at 10%, shall be paid when an employee has been in the maximum pay rate of one or more grades for one hundred eight (108) months of service. The final longevity increment "C", computed at 15%, shall be paid when an employee has been in the maximum pay rate of one or more grades for one hundred sixty-eight (168) months of service.

State

### ORDINANCE NO. 1991-3

AN ORDINANCE ESTABLISHING THE RATE OF COMPENSATION, SALARY OR WAGE OF SELECTED EMPLOYEES OF THE TOWNSHIP OF MOUNT HOLLY

BE IT ORDAINED by the Township Council of the Township of Mount Holly, County of Burlington and State of New Jersey as follows:

SECTION 1. Effective Date. The salaries provided for hereing shall be those in effect for contract year 1991, which runs from January 1, 1991 until December 31, 1991, contract year 1992 which runs from January 1, 1992 until December 31, 1992 and for contract year 1993 which runs from January 1, 1993 until December 31, 1993.

SECTION 2. Annual Rate of Compensation. The annual rate of compensation, salary or wage and the minimum and maximum amounts thereof for the following grades of officers, positions and employees of the Township of Mount Holly are hereby fixed and determined as set forth in the following schedule.

SCHEDULE OF SALARIES
SUPERVISORY, MANAGERIAL AND NON-UNION PERSONNEL

		19	91	Longevity	
Grade	Minimum	Maximum	A	B	C
1M	\$10,022	\$12,790	\$ 640	\$1,279	\$1,919
2M	12,662	16,161	808	1,616	2,424
3M	16,605	21,192	1,060	2,119	3,179
4M	16,865	21,524	1,076	2,152	3,229
8M	18,677	23,838	1,192	2,384	3,576
9M	19,299	24,630	1,232	2,463	3,695
12M	23,350	29,801	1,490	2,980	4,470
13M	24,427	31,174	1,559	3,117	4,676
15M	26,739	34,127	1,706	3,413	5,119
17M	29,705	37,910	1,896	3,791	5,687
18M	31,461	40,153	2,008	4,015	6,023
20M	33,745	43,067	2,153	4,307	6,460
21M	35,388	45,165	2,258	4,517	6,775

		199	2		
Grade	Minimum	Maximum	A	Longevity B	С
1M	\$10,623	\$13,557	\$ 678	\$1,356	\$2,034
2M	13,422	17,131	857	1,713	2,570
3M	17,601	22,464	1,123	2,246 .	3,370
4M	17,877	22,815	1,141	2,282	3,422
8M	19,798	25,268	1,263	2,527	3,790
9M	20,457	26,108	1,305	2,611	3,916
12M	24,751	31,589	1,579	3,159	4,738
13M	25,893	33,044	1,652	3,304	4,957
15M	28,343	36,175	1,809	3,618	5,426
17M	31,487	40,185	2,009	4,019	6,028
18M	33,349	42,562	2,128	4,256	6,384
20M	35,770	45,651	2,283	4,565	6,848
21M	37,511	47,875	2,393	4,789	7,181
		199	3		
Grade	Minimum	Maximum	A	В	C
1M	\$11,260	\$14,370	\$ 719	\$1,437	\$2,156
2M	14,227	18,159	908	1,816	2,723
3M	18,657	23,812	1,191	2,381	3,572
4 M	18,950	24,184	1,209	2,418	3,628
8M	20,986	26,784	1,339	2,678	4,018
9M	21,684	27,674	1,384	2,767	4,151
12M	26,236	33,484	1,674	3,348	5,023
13M	27,447	35,027	1,751	3,503	5,254
15M	30,044	38,346	1,917	3,835	5,752
17M	33,376	42,596	2,130	4,260	6,389
18M	35,350	45,116	2,256	4,512	6,767
20M	37,916	48,390	2,420	4,839	7,259
21M	39,762	50,748	2,537	5,075	7,612

Section 3. Classification. For the purpose of this Ordinance the following officers, positions and employees are classified according to and assigned to the following grades, which are hereby established.

Grad	le
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1M	Administrative Aide
3M	Clerk Stenographer
8M	Downtown Coordinator
9M	Secretary to Manager
12M	Township Clerk
13M	Tax Collector, Treasurer, Assistant Foreman
15M	Public Works Foreman
17M	Construction Official
20M	Public Works Superintendent

Section 4. Administrative Guide. The administration of the above Salary Ordinance for Supervisory, Managerial and Non-Union Personnel shall conform to the 1991 Agreement between the Township of Mount Holly and members of the Township of Mount Holly Department Heads' Association.

Section 5. This Ordinance shall take effect twenty (20) days after its final passage and publication according to law.

JOAN L. BOAS, CLERK

	22	,022	2 662	2,662	6,605	6.865	8.677	9.299	3,350	4,427	26,739	9,705	1,461	33,745	35,388
14,658       15,391       16,161         19,222       20,183       21,192         19,523       20,499       21,524         21,622       22,703       23,838         22,341       23,458       24,630         27,030       28,382       29,801         28,276       29,690       31,174         30,954       32,502       34,127         34,386       36,105       37,910         36,420       38,241       40,153         39,064       41,017       43,067         40,966       43,014       45,165	10,523	10,523	13.295	13,295	17,435	17,708	19.611	20,264	24,517	25,648	28,076	31,190	33,034	35,432	37,157
15,391 16,161 20,183 21,192 20,499 21,524 22,703 23,838 23,458 24,630 28,382 29,801 29,690 31,174 32,502 34,127 36,105 37,910 38,241 40,153 41,017 43,067 43,014 45,165	11,049	11,049	13.960	13,960	18,307	18,583	20,592	21,277	25,743	26,930	29,480	32,749	34,686	37,204	39,015
16,161 21,192 21,524 21,524 23,838 24,630 29,801 31,174 31,177 37,910 40,153 43,067 45,165	11,601	11,601	14,658	14,658	19,222	19,523	21,622	22,341	27,030	28,276	30,954	34,386	36,420	39,064	40,966
	12,181 15,391	12,181	15,391	15,391	20,183	20,499	22,703	23,458	28,382	29,690	32,502	36,105	38,241	41,017	43,014
1,060 1,060 1,190 1,190 1,230 1,490 1,550 1,700 2,000 2,250	12,790	12,790	16,161	16,161	21,192	21,524	23,838	24,630	29,801	31,174	34,127	37,910	40,153	43,067	45,165
	640 808	640	808	808	1,060	1,076	1,192	1,232	1,490	1,559	1,706	1,896	2,008	2,153	2,258
1,616 2,119 2,152 2,384 2,463 2,980 3,117 3,413 3,791 4,015 4,307	1,279	1,279	1,616	1,616	2,119	2,152	2,384	2,463	2,980	3,117	3,413	3,791	4,015	4,307	4,517

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ž	10.623	11,154	11,712	12,297	12,912	13,557	678	1,356
) M (	13.422	14.093	14,798	15,537	16,314	17,131	857	1,713
	17 601	18 481	19 405	20.375	21,394	22,464	1,123	2,246
1	11,001	10,101	.,,		: :	1	1 3 4 3	ر د د د د
44	17,877	18,770	19,709	20,694	21,729	22,815	1,141	2,282
2	19.798	20,788	21,828	22,919	24,065	25,268	1,263	2,527
20	20.457	21,480	22,554	23,681	24,865	26,108	1,305	2,611
1 2 1	24 751	25.988	27,288	28,652	30,085	31,589	1,579	3,159
	25 803	27.187	28.546	29,973	31,471	33,044	1,652	3,304
1 6 6	מ מ מ	29 761	31.249	32.811	34,452	36,175	1,809	3,618
176	31 487	33,061	34.714	36,449	38,271	40,185	2,009	4,019
196	22 749	35.016	36.767	38,605	40,535	42,562	2,128	4,256
304	35,770	37.558	39,436	41,408	43,478	45,651	2,283	4,565
21M	37,511	39,386	41,356	43,424	45,595	47,875	2,393	4,789

	i k	214	실 !	A !			124	13%	153	174	181	2014	21 <b>M</b>
>	11,260	14.227	18.657	18.950	20.986	21.684	26.236	27.447	30.044	33.376	35,350	37.916	39,762
<b>3</b>	11,823	14,939	19,590	19,896	22.035	22,769	27,547	28,818	31,547	35,045	37,117	39,811	41,749
C	12,415	15,686	20,569	20,892	23,138	23,907	28,925	30,259	33,124	36,797	38,973	41,802	43,837
ם	13,035	16,469	21,598	21,936	24,294	25,102	30,371	31,771	34,780	38,636	40,921	43,892	46,029
B	13,687	17,293	22,678	23,033	25,509	26,357	31,890	33,359	36,519	40,567	42,967	46,087	48,331
ידי	14,370	18,159	23,812	24,184	26,784	27,674	33,484	35,027	38,346	42,596	45,116	48,390	50,748
A	719	908	1,191	1,209	1,339	1,384	1,674	1,751	1,917	2,130	2,256	2,420	2,537
В	1,437	1,816	2,381	2,418	2,678	2,767	3,348	3,503	3,835	4,260	4,512	4,839	5,075
C	2,156	2,723	3,572	3,628	4,018	4,151	5,023	5,254	5,752	6,389	6,767	7,259	7,612

### RESOLUTION NO. 1991- 20

A RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN THE TOWNSHIP OF MOUNT HOLLY AND THE MOUNT HOLLY DEPARTMENT HEADS/SUPERVISORY/NON-UNION ASSOCIATION RELATIVE TO THE TERMS AND CONDITIONS OF EMPLOYMENT

WHEREAS, the Department Heads/Supervisory/Non-union
Association employed by Mount Holly Township did designate "The
Department Head Committee" to represent them for the purpose of
collective negotiations; and

WHEREAS, the Township did negotiate concerning the terms and conditions of employment with said Committee and, having reached agreement as to the terms and conditions of employment, such agreement has been embodied in writing in the form and containing the substance of the Agreement annexed to and made part of this Resolution.

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

- That the Township shall enter into the Agreement referred to above and does approve the form and substance thereof.
- 2. That the Mayor and Township Clerk are hereby authorized and directed to execute said Agreement in the name of the Township and affix thereto the Township's seal.
- 3. That this Resolution and Agreement shall become effective in accordance with its terms, upon execution thereof by the duly authorized representatives designated by said Association for that purpose.
- 4. That upon execution of said Agreement by said Association the Township and proper officers and employees of the Township shall take all necessary steps to implement the provisions of said Agreement.
- 5. That upon execution of said Agreement by the Township and the said Association, the Township shall file with the New Jersey Public Employment Relations Commission a copy of said Agreement.

I, JOAN L. BOAS, CLERK OF THE TOWNSHIP CF MOUNT HOLLY CER, FY THAT THE ABOVE IS A TOWN OF DAY OF

JOAN L. BOAS, CLERK

21M	20M	18M	17M	15M	13M	12M	M6	<b>8</b> 1	41	314	2M	IM.	
35,388	33,745	31,461	29,705	26,739	24,427	23,350	19,299	18,677	16,865	16,605	12,662	10,022	A
37,157	35,432	33,034	31,190	28,076	25,648	24,517	20,264	19,611	17,708	17,435	13,295	10,523	В
39,015	37,204	34,686	32,749	29,480	26,930	25,743	21,277	20,592	18,583	18,307	13,960	11,049	c
40,966	39,064	36,420	34,386	30,954	28,276	27,030	22,341	21,622	19,523	19,222	14,658	11,601	D
43,014	41,017	38,241	36,105	32,502	29,690	28,382	23,458	22,703	20,499	20,183	15,391	12,181	R
45,165	43,067	40,153	37,910	34,127	31,174	29,801	24,630	23,838	21,524	21,192	16,161	12,790	75
2,258	2,153	2,008	1,896	1,706	1,559	1,490	1,232	1,192	1,076	1,060	808	640	A
4,517	4,307	4,015	3,791	3,413	3,117	2,980	2,463	2,384	2,152	2,119	1,616	1,279	В
6,775	6,460	6,023	5,687	5,119	4,676	4,470	3,695	3,576	3,229	3,179	2,424	1,919	C

21M	3	M	7M	5M	3M	2M	Me	M8	4M	3M	2M	H	
37,511	35,770	33,349	31,487	28,343	25,893	24,751	20,457	19,798	17,877	17,601	13,422	10,623	>
39,386	37,558	35,016	33,061	29,761	27,187	25,988	21,480	20,788	18,770	18,481	14,093	11,154	В
41,356	39,436	36,767	34,714	31,249	28,546	27,288	22,554	21,828	19,709	19,405	14,798	11,712	C
43,424	41,408	38,605	36,449	32,811	29,973	28,652	23,681	22,919	20,694	20,375	15,537	12,297	D
45,595	43,478	40,535	38,271	34,452	31,471	30,085	24,865	24,065	21,729	21,394	16,314	12,912	N
47,875	45,651	42,562	40,185	36,175	33,044	31,589	26,108	25,268	22,815	22,464	17,131	13,557	*8
2,393	2,283	2,128	2,009	1,809	1,652	1,579	1,305	1,263	1,141	1,123	857	678	A
4,789	4,565	4,256	4,019	3,618	3,304	3,159	2,611	2,527	2,282	2,246	1,713	1,356	B
7,181	6,848	6,384	6,028	5,426	4,957	4,738	3,916	3,790	3,422	3,370	2,570	2,034	C

21M	20M	18M	17M	15M	13M	12M	M6	8M	414	314	2M	TH.	
39,762	37,916	35,350	33,376	30,044	27,447	26,236	21,684	20,986	18,950	18,657	14,227	11,260	A
41,749	39,811	37,117	35,045	31,547	28,818	27,547	22,769	22,035	19,896	19,590	14,939	11,823	83
43,837	41,802	38,973	36,797	33,124	30,259	28,925	23,907	23,138	20,892	20,569	15,686	12,415	C
46,029	43,892	40,921	38,636	34,780	31,771	30,371	25,102	24,294	21,936	21,598	16,469	13,035	D
48,331	46,087	42,967	40,567	36,519	33,359	31,890	26,357	25,509	23,033	22,678	17,293	13,687	ы
50,748	48,390	45,116	42,596	38,346	35,027	33,484	27,674	26,784	24,184	23,812	18,159	14,370	rzj
2,537	2,420	2,256	2,130	1,917	1,751	1,674	1,384	1,339	1,209	1,191	908	719	A
5,075	4,839	4,512	4,260	3,835	3,503	3,348	2,767	2,678	2,418	2,381	1,816	1,437	83
7,612	7,259	6,767	6,389	5,752	5,254	5,023	4,151	4,018	3,628	3,572	2,723	2,156	C