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**AGREEMENT**

**Between**

**BOROUGH OF AVALON**

**CAPE MAY COUNTY, NEW JERSEY**

**and**

**UNITED INDEPENDENT UNION**

**a/w NATIONAL FEDERATION OF INDEPENDENT UNIONS**

**(Dispatchers Unit)**

**January 1, 1995 through December 31, 1997**

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PREAMBLE

This AGREEMENT entered into this                    day of                    ,  
199 , by and between the BOROUGH OF AVALON, in the County of Cape May,  
New Jersey, a municipal corporation of the State of New Jersey,  
hereinafter called the "BOROUGH," and UNITED INDEPENDENT UNION a/w  
NATIONAL FEDERATION OF INDEPENDENT UNIONS, hereinafter called the  
"UNION" represents the complete and final understanding on all the  
bargainable issues between the Borough and the Union.

ARTICLE I

RECOGNITION

In accordance with Certification of Representative issued by the  
Public Employment Relations Commission on December 20, 1991 under Docket  
No. RO-92-59, the Borough hereby recognizes the Union as the exclusive  
Collective Bargaining Agent for Police Dispatchers, Civilian Records  
Clerks, and Relief Dispatchers employed by the Borough of Avalon, but  
excluding all employees represented in other negotiations units,  
supervisors, confidential employees, managerial executives, professional  
and craft employees, police officers, fire fighters, and all other  
employees.

ARTICLE II

MANAGEMENT RIGHTS

A. The Borough hereby retains and reserves unto itself, without  
limitations, all powers, rights, authority, duties and responsibilities  
conferred upon and vested in it prior to and after 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. To the executive management and administrative control of the Borough Government and its properties and facilities and the activities of its employees.

2. To hire all employees and, subject to the provisions of law, to determine their qualifications and conditions for continued employment or assignment and to promote and transfer employees.

3. To suspend, demote, discharge or take other disciplinary action for good and just cause according to law.

4. To establish a code of rules and regulations for the operation of the Borough.

5. To determine the standards of performance of the employees.

6. To change, modify or promulgate policies, rules and regulations.

7. To maintain the efficiency of employees in the performance of their duties and to maintain the efficiency of its operations.

8. To relieve employees from duty because of lack of work, lack of funding, or legal cause, as permitted by law.

9. To determine the amount of overtime to be worked.

10. To determine the methods, means and personnel by which its operations are to be conducted.

11. To determine the content of work assignments.

12. To exercise complete control and discretion over the organization and the technology of performing its work.

B. The exercise of the foregoing powers, rights, authority, duties and responsibilities of the Borough, 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 then 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.

C. Nothing contained herein shall be construed to deny or restrict the Borough of its powers, rights, authority, duties and responsibilities under R.S. 40 and R.S. 11 or any other national, state, county or local laws or ordinances.

D. Any act taken by the Borough not specifically prohibited by this Agreement shall be deemed a management right, and shall be considered as if fully set forth herein.

### ARTICLE III

#### GRIEVANCE PROCEDURE

A. Purpose:

1. The purpose of this procedure is to secure, at the lowest possible level, an equitable solution to the problems which may arise affecting the terms and conditions of this Agreement. The parties agree that this procedure will be kept as informal as may be appropriate.

2. Nothing herein contained shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate member of the department supervisory staff and having the grievance adjusted without the intervention of the Union.

B. Definitions:

1. The term "Grievance" as used herein means any controversy arising from the interpretation, application or violation of policies, agreements, and administrative decisions which affect the terms and conditions of employment of an employee.

2. The term "work days" as used herein means calendar days, exclusive of weekends and holidays.

C. Procedure:

1. The following constitutes the sole and exclusive method for resolving grievances between the parties covered by this Agreement and shall be followed in its entirety unless any step is waived by mutual consent:

(a) Step One:

(1) An employee shall institute action under the provisions hereof by submitting his grievance in writing within three (3) working days of the occurrence of the grievance and an earnest effort shall be made to settle the differences between the aggrieved employee and his immediate supervisor for the purpose of resolving the matter informally. For Dispatchers the term immediate supervisor shall be defined as "Lieutenants of Police, Captains of Police and Chief of

Police." Failure to file a grievance in writing within said three (3) working days shall be deemed to constitute an abandonment of the grievance.

(b) Step Two:

(1) In the event the grievance has not been resolved at Step One, then within five (5) working days the matter may be submitted in writing to the Business Administrator. Failure to submit the grievance in writing to the Business Administrator within said five (5) working days shall be deemed to constitute an abandonment of the grievance.

(2) The Business Administrator shall review the matter and issue a written decision within ten (10) working days from the receipt of the complaint.

(c) Step Three:

In the event that the grievance has not been resolved at Step Two, an employee may within five (5) working days following receipt by him of the determination of the Business Administrator submit the matter to the Public Employment Relations Commission for binding arbitration. In the event that the employee shall elect to submit the grievance for binding arbitration, the following provisions shall apply:

(a) An arbitrator shall be selected pursuant to the rules of a Public Employment Relations Commission.

- (b) The arbitrator shall be bound by the parameters of the grievance definition stated above in this Paragraph B of this Article.
- (c) The decision of the arbitrator shall be final and binding upon the parties.
- (d) The cost of the services of the arbitrator shall be borne equally by the Borough and the Union. The arbitrator shall set forth the findings of fact and reasons for making the award within thirty (30) days after the conclusion of the arbitration hearing, unless otherwise agreed to by the parties.

Notwithstanding any procedures for the resolution of disputes, controversies or grievances established by any other statute, the grievance procedure herein established by this Agreement between the Employer and the Union shall be utilized for any dispute covered by the terms of this Agreement or affecting the employees covered hereunder.

Union Representation in Grievance Procedure:

1. The Shop Steward may be present and participate in the grievance procedure at Step 1.
2. The Business Agent of the local Union may participate in the grievance procedure at Step 2 and at all steps subsequent thereto.
3. The International Representative of the Union and any other Union personnel deemed appropriate by the Business Agent may participate in the grievance procedure at Step 3 and at all steps subsequent thereto.



4. At any meeting between a representative of the Borough and any employee in which discipline (including warnings which are to be included in the personnel file, suspension, demotion, discharge or withholding of wages because of tardiness or unauthorized absence) is to be announced, a Union representative may be present if the employee so requests.

#### ARTICLE IV

##### LEGAL REFERENCE

The provisions of this Agreement shall be subject to and subordinate to and shall not annul or modify existing applicable provisions of State and Local laws, except that any necessary amendments to existing ordinances to effect any changes agreed to in this Agreement shall be duly enacted by the Borough Council of the Borough of Avalon.

#### ARTICLE V

##### SENIORITY

A. Seniority standing shall be granted to all employees in the bargaining unit. This standing is to be determined on the basis of actual length of continuous service from the latest date of permanent employment with the Borough. Full time employees of the bargaining unit shall establish seniority by successfully completing the probationary period as set forth in this contract and thereafter their names shall be placed on the seniority list of their occupational classification on a bargaining unit-wide basis.

B. The Borough shall utilize experience, ability, aptitude, qualifications, attendance, and physical condition as the criteria for promotion of employees to job classification having a higher rate of pay. When all of the aforementioned factors combined are substantially equal in the judgment of management, seniority shall be a deciding factor.

C. Lay-offs, as the result of a reduction of force, shall begin with those employees having the least seniority in their occupational classification. For purposes of lay-off, probationary employees shall be terminated first in order of their date of latest continuous employment with the Borough.

D. In the exercise of seniority for lay-off, due consideration shall be given to experience, ability, aptitude, qualifications, attendance and physical condition to determine the ability to successfully perform the work required by job into which the employee will be "bumping." When, in the judgment of management, the employee is qualified to perform the duties of the position with minimal retraining, then the employee may "bump" to the position. If not qualified to "bump," then the employee will be terminated subject to rehire according to seniority in the inverse order of lay-off.

E. The Borough shall mail or hand deliver to the Union Business Representative at his office, which address shall be supplied to the Borough by the Union, copies of any documents pertaining to promotions or demotions of employees or creation or abolition of job titles. The Borough shall also post notification of all openings in job classifica-

tions covered by the within Agreement on the Union Bulletin Board at least ten (10) days prior to the filing of same.

## ARTICLE VI

### UNION REPRESENTATIVES

A. Accredited representatives of the Union may enter the Borough facilities or premises at reasonable hours for the purpose of observing working conditions or assisting in the adjustments of grievances. When the Union decides to have its representative enter the Borough facilities or premises, it shall request permission from the Business Administrator stating the reasons therefore and such permission will not be unreasonably withheld, provided there will be no interference with the normal operations of the business of the Borough Government or the normal duties of employees. There shall be no Union business transacted nor meetings held on Borough time or property.

B. One Shop Steward and one Assistant Shop Steward may be appointed to represent the Union in grievances with the Borough. Whenever changes to the Union are made by the election of a Shop Steward and/or Assistant Shop Steward, the names of the newly elected representatives shall be submitted, in writing, to the Business Administrator.

C. During negotiations, authorized representatives, not to exceed three (3), may be excused from their normal work duties to participate in collective negotiations sessions that are mutually scheduled to take place during their regularly scheduled work time and shall suffer no loss of regular pay thereby.

D. One (1) duly designated employee-representative of the Union will be allowed to attend up to one (1) International, State or Local Union meeting per month (up to an aggregate maximum of six (6) days per calendar year) with no loss in regular pay, and up to one (1) International, State or Local convention per calendar year, for up to three (3) days with no loss in regular pay. Employees so designated will provide reasonable notice to the Employer and such time off will be granted provided the Employer can schedule the relief Dispatcher and further provided that the Employer shall not be caused to expend overtime as a result of this clause.

## ARTICLE VII

### LEAVES OF ABSENCE

A. A leave of absence without pay may be granted for good cause to any employee for a period of up to six (6) months under the conditions set forth below. The leave may be extended for an additional period of time, not to exceed an additional six (6) months.

B. The request for an unpaid leave in accordance with this Article shall be submitted in writing at least thirty (30) days prior to the date upon which leave is requested to commence; however, in an emergency, the Business Administrator may waive the advance notice clause. Such request shall be directed to the Business Administrator and shall state the reasons for the leave. A request for leave to take another position shall not be granted.

C. An unpaid leave of absence for maternity may be granted for a period of up to six (6) weeks to any pregnant member of the bargaining unit. Disability payments shall be in accordance with the Borough's applicable insurance policy.

## ARTICLE VIII

### HOLIDAYS

A. The following days shall be recognized as holidays with pay for full-time Borough employees for the duration of this Agreement:

- |                           |  |
|---------------------------|--|
| 1. New Year's Day         | 9. Columbus day                          |
| 2. Martin Luther King Day | 10. General Election Day                 |
| 3. Lincoln's Birthday     | 11. Veteran's Day                        |
| 4. President's Day        | 12. Thanksgiving Day                     |
| 5. Good Friday            | 13. Friday following<br>Thanksgiving Day |
| 6. Memorial Day           | 14. Christmas Day                        |
| 7. Independence Day       | 15. Three Personal Holidays              |
| 8. Labor Day              |  |

B. Employees who work on the actual holidays noted above shall be paid at the rate of time and one-half for actual hours worked on the holiday, plus the straight time rate for hours not worked on the holiday. Holiday rate will only be paid for work performed on the stated holidays in the contract.

C. Personal holidays shall be taken at the discretion of the employee provided they do not interfere with the work schedule and meet with approval of the Division Head. Personal Leave Days are earned on

a pro-rated basis. New employees shall only receive one (1) Personal Leave Day for each four (4) full months of employment during their initial year of employment. Thereafter, at the beginning of each calendar year, in anticipation of continued employment, employees shall be credited with three (3) Personal Leave Days. An employee who leaves Borough service before the end of a calendar year shall have his or her Personal Leave Days pro-rated, based upon time earned. In the event that an employee of the Borough terminates employment for any reason, any unused Personal Days will be paid to the employee on a pro-rated basis. An employee shall reimburse the Borough for paid Personal Leave Days used in excess of his or her pro-rated entitlement.

D. Provided there is a civil defense emergency which closes county roads and/or state highways, making entry to the Borough impossible, employees scheduled to work on such emergency days shall not be docked pay or time.

E. Christmas and Thanksgiving days off shall be rotated among full-time Dispatchers by seniority.

## ARTICLE IX

### VACATIONS

A. The Borough will provide each full-time employee with an annual paid vacation in accordance with the following schedule:

<u>Years of Service</u>	<u>Number of Work Days</u>
0 - 1 (if hired prior to April 2)	7
2 - 10	14
11 - 20	21
21 and over	28

B. Vacation allowance must be taken during the current calendar year at such time as permitted or directed by the Business Administrator unless the Business Administrator determines that it cannot be taken because of pressure of work. Any unused vacation, as the result of the Business Administrator's decision, may be carried forward into the next succeeding year only.

C. Annual Vacation Leave with pay is earned on a pro-rated basis based upon an employee's service with the Borough. Initial year of hire vacation days must be earned before they can be used. Each year thereafter, each employee shall become entitled to his or her vacation leave as specified in Paragraph A above on January 1st of said year. An employee who leaves Borough service before end of calendar year shall have his or her vacation leave pro-rated based upon time earned. An employee shall reimburse the Borough for paid vacation leave days used in excess of his or her pro-rated entitlement. An employee who leaves Borough service shall only be paid for unused earned vacation leave. An employee who exhausts all paid vacation leave in any one (1) year shall not be credited with additional paid vacation leave until the beginning of the next calendar year. Vacation leave is not earned during the

period of time while employee is on suspension or on leave of absence without pay.

## ARTICLE X

### HOURS AND OVERTIME

A. The basic work week for police dispatchers shall consist of forty (40) hours per week, eight (8) hours per day. Personnel shall not be paid for time not worked due to lateness. All past departmental work policies will remain in effect.

B. All hours worked by the dispatchers over forty (40) hours per week shall be compensated at one and one-half times the straight time rate and be compensated by using compensatory time or paid time at the employee's option.

C. Employees called to work on their days off or called back to work after they have left the Borough premises on a regularly scheduled workday shall receive a minimum of two (2) hours' pay at the premium rate of time and one-half (1 1/2). The employer shall have the right to retain the employee on duty for the minimum time period.

D. If an employee is placed on a "stand-by" duty, he shall be compensated for such "stand-by" duty at compensatory time off at the straight time rate of pay.

E. If a Dispatcher is recalled to duty or he is held over his normal eight (8) hour tour at the request of his immediate supervisor, he shall be paid overtime in accordance with the following schedule.

1. 0 to 30 minutes, one-half hour overtime shall be paid.



30 to 60 minutes, one hour overtime shall be paid.

2. The second hour and each subsequent hour thereafter will be paid according to the following schedule:

0 to 20 minutes, one-half hour overtime shall be paid.

20 to 60 minutes, one hour overtime shall be paid.

The employer shall have the right to retain the employee on duty for the minimum time period.

F. This Article is subject to the provisions of the Fair Labor Standards Act.

G. The Borough shall reimburse Dispatchers for the cost of schooling required by the Borough after employee status is attained, and also for tolls to and from the school. For such required schooling, the Borough shall also compensate employees for travel time outside Cape May County up to two (2) hours each way, in either pay or compensatory time; the employee may request preference of pay or time, but the decision shall be up to the Borough.

H. Employees with receipts for meals eaten while attending required police/dispatcher schools will be reimbursed by the Borough from petty cash to a maximum of Five (\$5.00) Dollars per day upon receipt turn-in.

I. The Relief Dispatcher may be scheduled for such hours and at such times as may be determined by the Borough. The inclusion of Relief Dispatcher in this agreement is not a guarantee of employment for forty (40) hours per week. The Relief Dispatcher's hours shall be determined by the Borough in its absolute discretion. In the event that the Relief

Dispatcher works less than an average of forty (40) hours a week during a six (6) month calendar year period he/she shall be entitled to pro-rated Vacation, Holidays and Sick Leave Days. These days will be credited in advance at the beginning of each six (6) month calendar year period in anticipation of the Relief Dispatcher working the required hours. In the event the Relief Dispatcher does not work the required average hours, then the amount of eligible Vacation, Holidays, and Sick Leave Days shall be pro-rated during the succeeding six (6) month period. Upon termination of employment, all Vacation, Holidays, and Sick Leave Days shall be pro-rated for the final year of service. In the event the Relief Dispatcher works less than 20 hours per week or less than 1,040 hours per year, he/she shall not be entitled to the Health Benefits provided under Article XIII of this contract. The Emergency Relief Dispatcher is not covered by this contract.

J. During each shift, employees shall be afforded the opportunity to consume a lunch during a thirty (30) minute period and when practicable shall be permitted to leave the dispatch area and be replaced by another person as determined by the Sergeant/Senior Patrolman. In no case can an employee leave the premises and said employee may be required to return to work depending on need as determined by the Sergeant/Senior Patrolman.

ARTICLE XI

SICK LEAVE

A. Service Credit for Sick Leave

1. All employees shall be entitled to sick leave with pay specified hereunder.

2. Sick leave for purposes herein is defined to mean absence from work of an employee because of personal illness by reason of which such employee is unable to perform the usual duties of his position, exposure to contagious disease, or a short period of emergency attendance on a member of his immediate family critically ill and requiring the presence of such employee. For the purpose of these rules, "member of immediate family" is interpreted as meaning "father, mother, husband, wife, child, foster child, sister, brother, or relative of the employee residing in the employee's household."

B. Amount of Sick Leave

1. Each employee shall be entitled to twelve (12) days' sick leave in any one (1) year and may accumulate to a maximum of one hundred twenty (120) days. The leave is credited in advance at the beginning of the year in anticipation of continued employment for the full year. An employee who leaves employment for any reason during the calendar year shall reimburse the Borough for paid sick days used in excess of his or her pro-rated and accumulated entitlement. Any unused sick leave shall be paid to those employees who retire on a non-deferred basis after twenty-five (25) years of service with the Borough of Avalon, from the P.E.R.S., pursuant to the ordinary retirement provisions. Such unused

sick leave shall be paid at the rate of fifty (50%) percent of their current rate of pay, to a maximum of six-thousand five hundred (\$6,500.00) dollars total. Employees hired prior to January 1, 1988 shall be entitled to the benefits of this section with fifteen (15) years of service; all other provisions apply, however.

2. Employees who acquire permanent status shall accrue sick pay on the basis of one (1) day per month starting with the month following the date of permanent appointment for the year they obtain permanent status.

C. Reporting of Absence on Sick Leave

Absence without notice for five (5) consecutive days shall constitute a resignation not in good standing.

D. Verification of Sick Leave

1. An employee who shall be absent on sick leave for more than three (3) consecutive working days may be required to submit a physician's certificate to the Department Head providing acceptable medical evidence to substantiate the illness.

2. The Borough may require proof of illness in the form of a physician's certificate for illness of less than four (4) days whenever such requirement appears reasonable.

3. Employees must work their regularly scheduled workday before and their regularly scheduled workday after a holiday in order to be paid for the holiday.

4. Employees shall provide at least one (1) hour's notice of sick leave usage.

ARTICLE XII

FUNERAL LEAVE

A. Leave with pay not to exceed five (5) days shall be granted to an employee in the event of death of his immediate family. Funeral leave is to begin upon notice of death of employee's immediate family and to terminate not later than one day after interment. The term "immediate family" for the purpose of this Article shall include:

1. The employee's spouse, child, parent, brother or sister.
2. The child, parent, brother or sister of his spouse.
3. A relative living under the same roof.
4. Grandmother, Grandfather, Grandchild or Great Grandchildren.

B. In the event of the death of a stepmother, stepfather, sister-in-law, brother-in-law, aunt, uncle, great grandmother, great grandfather or great grandchildren, niece or nephew, said employee will be permitted to attend the funeral upon request to the employee's appropriate supervisor. The time off granted will be charged to time accumulated by the employee and not charged to funeral leave time off. This time off is not to exceed three (3) days.

C. In the event of a Baptism, First Communion, confirmation, graduation or marriage which requires the attendance of the employee during work time for a child or member of the immediate family, one (1) day shall be granted. In the event an employee has an active part in such ceremony, the employee may take the day off and have it charged to compensatory time.

ARTICLE XIII

HOSPITALIZATION AND INSURANCE

A. The Borough shall continue to provide each active employee, his spouse and eligible dependents with a health benefit program which includes the following:

1. Hospitalization-Surgical Benefit Plan.

A Hospitalization-Surgical Benefit Plan shall be provided containing coverages comparable to those provided at the date of the signing of this agreement.

2. Major Medical Coverage.

A Major Medical Expense Benefit Plan with coverage as more particularly set out on Exhibit "A" of this agreement.

3. A Prescription Insurance Plan.

The Borough shall provide each active employee, spouse and eligible dependent with a prescription drug insurance plan that is a Five (\$5.00) Dollar co-pay plan for brand name drugs and no co-pay provision requirement for generic drugs. This change shall occur as soon after execution of this agreement as is possible.

4. Dental Care Plan.

Dental Program comparable to the present plan as more particularly set out on Exhibit "B" of this Agreement.

5. Life Insurance.

The Borough shall provide term life insurance to each active employee and retired employee in an amount of not less than \$10,000.00.

B. The Borough shall provide Hospitalization-Surgical Benefit Plan and Major Medical coverage for the retiree after retirement until age 65 or until such time as the retiree is eligible for Medicare. This section shall apply to all employees who have at least twenty-five (25) years of service before actual non-deferred retirement and had qualified for their benefit before retirement. Employees hired prior to January 1, 1988 shall be entitled to the benefits of this section with fifteen (15) years of service; all other provisions apply, however.

C. The Borough may, at its option, change any of the existing insurance plans or carriers providing such benefits, so long as on balance comparable benefits are provided to the employees and their eligible dependents. The Borough further reserves the right, at its option, to self-insure any of such plans or coverages so long as on-balance comparable benefits are provided to the employees and their eligible dependents. Prior notice must be made to the employees of any change in the above described benefits.

D. Health insurance benefits will be provided in the event of a work related injury.

E. Employees who can certify other health care coverages through a spouse's employment may elect to opt-out of the Health Benefit Program coverages hereunder and receive a payment of \$500 per annum prorated for the period of time each year that coverage does not apply to the employee. Checks for opting out will be issued on or about December 1st of each year.

F. The Borough shall provide liability insurance coverage for employees acting in the course of their employment, including the operation of their private vehicles in the course of such employment.

G. The Borough shall supply to all employees necessary legal advice and counsel in defense of charges filed against them in performance of their duties, in accordance with applicable New Jersey Statutes.

The above does not apply for the defense of an Employee in a disciplinary proceeding instituted against him by the Borough or in criminal proceeding instituted as a result of a complaint on behalf of the Borough.

#### ARTICLE XIV

##### OPTION TO RETURN TIME FOR SALARY

An employee shall have the option upon proper notice to the Business Administrator prior to October first of receiving salary in lieu of vacation time. This shall apply for a maximum of five (5) working days. Payment is to be made in the first pay in December of the current year.



ARTICLE XV

SALARIES AND COMPENSATION

A. The existing Wage Guide is terminated as of December 31, 1994. There is no Wage Guide for employees under this Agreement.

B. Effective January 1, 1995, a Salary Range for Police Dispatchers shall be established at \$17,500 to \$27,400. Effective January 1, 1996, the maximum shall be increased to \$28,300 and effective January 1, 1997, the maximum shall be increased to \$29,200.

C. The annual base wages of all employees presently employed as of December 31, 1994, shall be increased as follows:

1/1/95	-	\$900
1/1/96	-	\$900
1/1/97	-	\$900

Current members of the bargaining unit shall receive annual compensation in accordance with Exhibit "C".

D. The Borough has the right to establish the starting salary of any new employee at any place within the Salary Range based upon the Borough's evaluation of the employee's prior experience, education and aptitude. New employees shall thereafter receive the annual across the board wage increase of \$900 on each January 1st thereafter during the term of this agreement ending December 31, 1997.

E. A job description of the duties of a Dispatcher appears at Exhibit "D" of this contract.

ARTICLE XVI

SEPARABILITY AND SAVINGS

If any provisions 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 XVII

BULLETIN BOARD

One bulletin board shall be made available by the Borough. This bulletin board may be utilized by the Union for the purpose of posting official Union announcements and other information related to the official business of the Union of a non-controversial nature. The department head or his representative may have removed from the bulletin board any material which does not conform with the intent and provisions of this Article.

ARTICLE XVIII

NON-DISCRIMINATION

A. There shall be no discrimination by the Borough or the Union against an employee on account of race, age, color, creed, sex, national origin or political affiliation.

B. All references to employees in this Agreement designate both sexes, and wherever the male gender is used, it shall be construed to include male and female employees.

C. There shall be no discrimination, interference, restraint, or coercion by the Borough or any of its representatives against any of the employees covered under this Agreement because of their membership or non-membership in the union or because of any lawful activities by such employee on behalf of the Union. The Union, 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 Union.

#### ARTICLE XIX

##### DEDUCTIONS FROM SALARY

A. The Borough agrees to deduct from the salaries of its employees subject to this Agreement dues for the Union. In addition, pursuant to Assembly Bill #688, enacted into law on or about February 28, 1980, effective July 1, 1980, the Borough agrees to deduct from the salaries of its employees subject to this Agreement but not members of the Union a representation fee in lieu of dues for services rendered by the majority representative, in an amount equal to 85% of the regular membership dues, fees and assessments paid by members of the Union less the cost of benefits financed through the dues and assessments and available to and benefiting only members of the Union. Such deductions shall be made in compliance with Chapter 310, Public Laws of 1967, N.J.S.A. (R.S. 52:14-15.9)(e)) as amended. Said monies together with

records of any corrections shall be transmitted to the Union Office by the fifteenth (15th) of each month following the monthly pay period in which deductions were made.

B. If during the life of this Agreement there shall be any change in the rate of membership dues, the Union shall furnish to the Borough written notice prior to the effective date of such change.

C. The Union will provide the necessary "check-off authorization" form and deliver the signed forms to the Borough Treasurer. The Union shall indemnify, defend and save the Borough 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 Borough in reliance upon salary deduction authorization cards submitted by the Union to the Borough, or due to any agency fees deducted by the Borough.

D. In the monthly report to the Union office specified in paragraph A above, the Borough shall provide, inter alia, the following:

1. An accurate list of all employees terminating their employment during the previous thirty (30) days.
2. A list of all employees commencing a leave of absence during the previous thirty (30) days.

## ARTICLE XX

### UNIFORMS

The Borough shall continue to furnish uniforms to police dispatchers as heretofore.

ARTICLE XXI

MILITARY LEAVE

Any employee called into the armed forces of the United States during national emergency or drafted shall be given all the protection of applicable laws and leave of absence shall be granted.

ARTICLE XXII

COMMENDATION AND HONORABLE MENTION

At the discretion of the Chief of Police, compensatory time for the following rewards shall be granted:

1. For Honorable Mention - one (1) day.
2. For Commendation - two (2) days.

ARTICLE XXIII

PROBATIONARY PERIOD

A. Every person hired or appointed shall be deemed to be a temporary employee and on probation in the position to which he is hired or appointed for a period of six (6) months. Prior to his completion of the probationary period, the employee shall be evaluated by the Department Head to determine whether he shall be granted permanent status or dismissed, or whether the probationary period should be extended. It is specifically understood that during the probationary period both the employee and the Union waive any rights to file a grievance or any other administrative action regarding such employee's discharge. If it is determined that the Department Head needs addition-

al time to evaluate an employee properly, the Borough may ask for up to a sixty (60) day extension of the probationary period. The Union shall not unreasonably deny such request.

#### ARTICLE XXIV

##### LONGEVITY PAY

In addition to salary, employees hired and made permanent before January 1, 1995 shall receive longevity pay to be computed at two percent (2%) of the employee's base pay for every four (4) years of service to a maximum of ten percent (10%). Longevity pay shall be computed from the original date of full time employment. Employees hired on or after January 1, 1995 shall not receive Longevity Pay.

#### ARTICLE XXV

##### FULLY BARGAINED PROVISIONS

The parties acknowledge that during the bargaining which preceded this Agreement each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and that the understandings and agreements arrived at by the parties, after the exercise of that right and opportunity, are set forth in this Agreement. Therefore, the Borough and the Union for the life of this Agreement each voluntarily and unqualifiedly waive the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to, or covered in this Agreement, or with

respect to any subject or matter not specifically referred to, or not settled, during bargaining, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement. Such matters shall not be subject to the grievance procedure.

#### ARTICLE XXVI

##### NO STRIKE PLEDGE

A. The Union covenants and agrees that during the term of this Agreement and during negotiations of a Successor Agreement, neither the Union nor any person acting in its behalf will cause, authorize or support, nor will any of its members take part in any strike, work stoppage, slowdown, walk-out or other job action against the Employer or any of its employees. The Union agrees that such action would constitute a material breach of this Agreement.

B. The Union agrees that it will take all reasonable actions to prevent its members from participating in a strike, work stoppage, slowdown or other activity aforementioned, including within twenty-four (24) hours of the actions publicly disavowing the action, and advising the Employer, in writing, that the Union did not call for or sanction the action. The union shall also notify the employees of its disapproval of the action and advise them, in writing, to immediately cease and return to work immediately.

C. Nothing contained in this Agreement shall be construed to limit or restrict the Employer in its right to seek and obtain such

judicial relief as it may be entitled to have in law or in equity for an injunction or damages, or both, in the event of such breach by the Union or any of its members.

ARTICLE XXVII

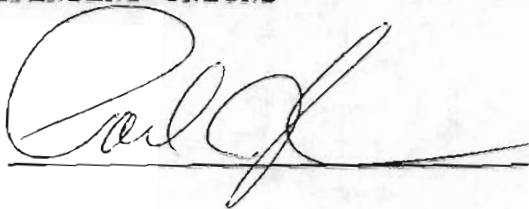
TERM AND RENEWAL

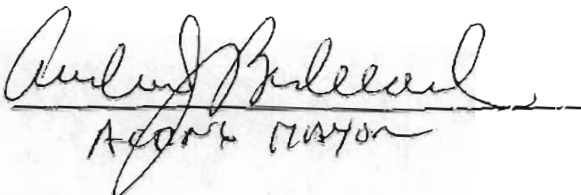
This Agreement shall be in full force and effect as of January 1, 1995, and shall remain in effect to and including December 31, 1997. This Agreement shall continue in full force and effect from year-to-year thereafter, unless one party or the other gives notice, in writing, at least one hundred twenty (120) days prior to the expiration date of this Agreement of a desire to change, modify or terminate this Agreement.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals at Avalon, New Jersey, on this 24<sup>TH</sup> day of ~~DECEMBER~~, 1994 .

UNITED INDEPENDENT UNION a/w  
NATIONAL FEDERATION OF  
INDEPENDENT UNIONS

BOROUGH OF AVALON, CAPE MAY COUNTY,  
NEW JERSEY

By: 

By:   
Audrey [unclear]

Attest: 

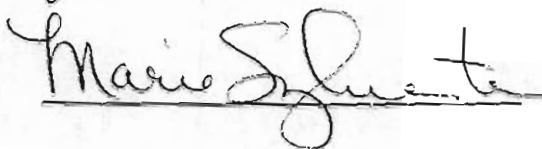
Attest: 



EXHIBIT "A"

MAJOR MEDICAL EXPENSE BENEFIT

Deductible: \$200 per person per calendar year.  
\$400 per family per calendar year.

Hospital Admission Deductible: A separate \$100 per person per hospital admission maximum of \$200 per calendar year.

Hospital Emergency Room: Covered only if life threatening condition or in need of immediate care.

Co-Insurance: When you or your Dependent pays 20% of those Covered Expenses until you have paid \$400 (\$800 per family) then this Plan pays 100% of Covered Expenses.

Maximum Benefit: \$1,000,000 per person Lifetime.

Maximum Benefit for Mental, Nervous, Drug Addiction, Tuberculosis & Contagious Diseases:

\$25,000 per person Lifetime Maximum for In- and Out-Patient services.

Calendar year Maximum (In-Patient) will be limited to 30 days.

The daily limit for out-of-hospital or Approved facility for a minimum of 4 hours and a maximum of 16 hours in any 24 hour period is 60 days.

The maximum amount of expenses paid for psychiatric visits for outpatient and out-of-hospital mental care is \$1,000 per calendar year.

GROUP TERM LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE

Group Term Life and Group Accidental Death and Dismemberment Insurance is provided in the principal amount of Ten Thousand (\$10,000.00) Dollars under a policy presently written by the Boston Mutual Life Insurance Company. A copy of the policy is on file at the office of the Borough Administrator.

EXHIBIT "B"

DENTAL EXPENSE BENEFIT

<u>Preventative Services:</u>	80% of Usual, Customary and Reasonable Charges
<u>Restorative Services:</u>	80% of Usual, Customary and Reasonable Charges
<u>Major Services:</u>	50% of Usual, Customary and Reasonable Charges
<u>Orthodontic Services*:</u>	50% of Usual, Customary and Reasonable Charges
<u>Deductible:</u>	\$25.00 per person per calendar year
<u>Maximum Benefit:</u>	\$1,000 per person per calendar year. \$1,000 per Lifetime for Orthodontia Services

\*Orthodontia Services only apply to Dependent Children less than 19 years of age.

EXHIBIT "C"

PAY RATES

- A. During the term of this Agreement, the following employees shall receive annual base wages as set forth below which shall become effective on January 1 of each year as follows:

	<u>1995</u>	<u>1996</u>	<u>1997</u>
ROSCOE	18,400	19,300	20,200
SCARDINO	22,150	23,050	23,950
GAECKLE	22,150	23,050	23,950
WOLFORD	27,400	28,300	29,200
THRAEN	27,400	28,300	29,200

EXHIBIT "D"

JOB DESCRIPTION

BOROUGH OF AVALON

Job Specification  
Police Dispatcher

Definition:

Under direction, receives and relays radio messages to various vehicles and concerned personnel, operates a variety of communications equipment, does related work as required.

Examples of Work:

Receives and transmits police, fire and other emergency alarms.

Receives telephone requests for police, fire, or other emergency assistance and transmits same to appropriate personnel.

Dispatches workers for normal maintenance or emergency repairs to public works facilities such as water and/or sewer lines, streets and sidewalks.

Records time, location and nature of problem and relays information to workers in the area.

Transmits and receives radio messages essential to official activities.

Receives and transmits radio communications to law enforcement agencies and police patrol cars for appropriate action.

Receives fire calls, transmits fire alarms and dispatches needed personnel and fire equipment.

Utilizes data processing and computer oriented equipment in resolving and sending messages to State and out of state law enforcement agencies.

Under supervision, makes entries, inquiries, cancellations and modifications of records in the national crime information and state crime information center stolen vehicle file, stolen license plate file, stolen missing gun file, stolen article file, wanted person file, stolen or embezzled or counterfeited or missing securities file and the stolen boat file for state law enforcement agencies.

Maintains a daily radio log of all incoming and outgoing communications.

Receives and answers telephones , radio and teletype inquiries of the National Crime Information Center and the State Crime Information Center for law enforcement agencies of the State.

Receives and records telephone complaints from the general public and relays these messages to appropriate personnel.

Receives and records calls for ambulance service and dispatches ambulances to desired locations.

Provides information upon request in accordance with established procedures and regulations.

Assists in the training of communication operator trainees.

As required, types reports, statistical data and other information.

Inspects fire alarm and circuit indicator panel to ascertain if functioning properly, records voltages of fire alarm panels.

Maintains an assuring and calming attitude during periods of stress and emergency in order to avoid unnecessary delays by responding emergency vehicles.

Maintains the official station record and maintains and updates N.C.I.C. and S.C.I. records and files.

By means of a communications terminal enters and receives information from a central computer on persons arrested or suspected of criminal activities.

Manipulates a communications terminal keyboard in order to enter information regarding arrests and crimes into a computer and searches computer memory to match current information versus past records for identification purposes and to retrieve previous criminal record.

#### Requirements:

##### Experience:

One year of experience preferred in work involving the receiving, sending, and relaying of video display messages and radio communications and the receiving, relaying and recording of complaints and requests for assistance which shall have included the use of video display or data processing and computer oriented equipment.

License:

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

Knowledges and Abilities:

Considerable knowledge of and skill in the operation of radio and telephone equipment in a complex communications program.

Ability to organize assigned communications work and develop appropriate work methods in accordance with established procedures.

Ability to understand, remember and carry out oral and written instructions.

Ability to prepare reports and statistical data accurately and quickly.

Ability to speak clearly and in a pleasant and cooperative manner.

Ability to use terminal computer oriented data processing and communications equipment.

Ability to learn the functions and operations of the New Jersey Law Enforcement Teletypewriter System.

Ability to comprehend basic law and regulations, including the law, rules, regulations, standards, policies; and procedures of the Federal Communications Commission and relate these to a police communications program.

Ability and willingness to work eight hour rotating shifts to include weekends and holidays.

Ability to cooperate with supervisory officers to assure that calls are sent accurately and promptly.

Ability to maintain the confidentiality of police information received.

Ability to prepare factual, accurate reports.

Ability to make entries in and maintain the records of the National Crime Information and State Crime Information Center in current condition .

Ability to type.