

RESOLUTION NO. 157-2004

RESOLUTION APPROVING COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWNSHIP OF EAST HANOVER AND PBA LOCAL 227

WHEREAS, the Township of East Hanover and Local 227 of the Police Benevolent Association have negotiated as to the terms of a collective bargaining agreement for the years 2005 through 2007, inclusive, and

WHEREAS, the parties have agreed in principle to the terms of such agreement,

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of East Hanover in the County of Morris, New Jersey, that the collective bargaining agreement between the Township of East Hanover and Local 227 of the Police Benevolent Association for the years 2005 through 2007, inclusive, a copy of which is appended hereto and made a part hereof as if written in full herein, be and the same is hereby approved, and

BE IT FURTHER RESOLVED, that the Mayor and Township Clerk be and they are hereby authorized and directed to execute the same on behalf of the Township.

COUNCILMAN DEPOLA  
COUNCILMAN MUSSO  
COUNCILWOMAN TIETJEN  
COUNCILMAN VITIELLO  
MAYOR AGNELLINO

YES	NO	ABSTAIN	ABSENT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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I hereby certify the foregoing to be a true copy of a Resolution/Ordinance adopted by the Township Council of the Township of East Hanover at a Regular/Special Meeting held on 12/13/04.

*Marilyn J. Snow*  
Marilyn J. Snow, Township Clerk, RMC, CMC

**AGREEMENT**

by and between

**TOWNSHIP OF EAST HANOVER**

and

**POLICE BENEVOLENT ASSOCIATION, LOCAL 227**

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**January 1, 2005- December 31, 2007**  
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# AGREEMENT

This Agreement made and entered into this        day of        , 2004, by and between the Township of East Hanover in the County of Morris, a municipal corporation of the State of New Jersey (hereinafter the "Township" or "Employer"), and the East Hanover Policeman's Benevolent Association, Local 227 (hereinafter the "PBA."), represents the complete and final understanding on all bargainable issues between the Township and such employees who are covered pursuant to Article I, Section A hereof.

The Township has negotiated with duly authorized representatives of the PBA., who represent the employees defined in Article I, Section A, with respect to the terms and conditions of employment between said employees and the Township. The following is hereby agreed to by both parties:

## ARTICLE I. RECOGNITION

Section A. The Township hereby recognizes the PBA as the sole and exclusive bargaining agent for all patrolmen and sergeants presently and hereafter employed by the Township in its Police Department.

Section B. Unless otherwise indicated, the terms "Employee," "Officer" or "Member" as used in this Agreement shall refer to all employees represented by the PBA in the bargaining unit defined in Article I, Section A. References to the masculine gender include the feminine gender.

Section C. The Township will continue its policy of no discrimination, intimidation or coercion by the Township, or any of its agents, against any and all employees represented by the PBA because of membership or activity in said PBA. The PBA shall not intimidate nor coerce any employee into membership in said PBA. Neither the Township nor the PBA shall discriminate against any employee because of race, color, creed, sex, national origin, political affiliation or marital status.

## ARTICLE II. GENERAL PROVISIONS

Section A. For the purposes herein, "completed years of service" for all sergeants and for all grades of patrolmen above the grade of probationary patrolman is to mean and/or include:

- (1) For advancement in pay schedule, a member covered by this Agreement who is appointed to the East Hanover Township Police Department prior to July 1 of any year shall move to the next pay grade on the following January 1 and to the succeeding pay levels on each January 1 thereafter. A member appointed to the East Hanover Township Police Department on or after July 1 of any year shall advance to the next pay grade on the following July 1 until reaching Grade I. Thereafter, all pay increases shall be effective on January 1.

- (2) "Completed years of service" for pension calculation are accumulated from the date of the member's appointment as a full-time police officer.
- (3) For the purpose of calculating longevity and vacations, members appointed to the East Hanover Police Department up to and including the first day of July of the calendar year appointed, shall have their benefit calculation made retroactive to January 1 of that year. Those members appointed subsequent to July 1 of the year of appointment shall have their benefit calculation begin as of January 1 of the succeeding year.

#### Section B. Pay grades and advancement

The following pay grade program shall be in effect for the period covered by this Agreement. It is understood that the dates herein referred to are for the purposes of salary advancement only and that a probationary officer retains that status for one full year irrespective of when he/she may advance to the next pay step.

- (1) Probationary/Non-Academy. From the date of appointment to the date of graduation from a recognized Police Academy training program.
- (2) Probationary/Academy. If originally appointed to the East Hanover Township Police Department between January 1 and June 30, inclusive, from the date of graduation from a recognized Police Academy training program to the next succeeding January 1 or, if originally appointed between July 1 and December 31, inclusive, from the date of graduation from a recognized Police Academy training program to the next succeeding July 1; or, if an Academy graduate at the time of appointment, from the date of appointment to the next succeeding January 1 if appointed between January 1 and June 30, inclusive, or to the next succeeding July 1 if appointed between July 1 and December 31, inclusive.
- (3) Grade VII: From the January 1 or July 1 occurring not fewer than six (6) full calendar months after the date of appointment to the East Hanover Township Police Department to the next succeeding January 1 or July 1.
- (4) Grade VI. Twelve (12) calendar months from the completion of Grade VII service.
- (5) Grade V. Twelve (12) calendar months from the completion of Grade VI service.
- (6) Grade IV. Twelve (12) calendar months from the completion of Grade V service.
- (7) Grade III. Twelve (12) calendar months from the completion of Grade IV service.

- (8) Grade II. Twelve (12) calendar months from the completion of Grade III service.
- (9) Grade I. From the completion of Grade II service to promotion or retirement.

### **ARTICLE III. HOURS AND OVERTIME**

Section A. The work week under this Agreement shall be thirty-seven and one-half (37-1/2) hours plus roll call with a thirty-minute lunch period, except that members of the Patrol Division shall receive a forty-five-minute lunch period.

Section B. The work schedule shall be according to assignment as follows:

- (1) Patrol Divisions: Two (2) days on duty; two (2) days off; three (3) days on; two (2) days off; two (2) days on; three (3) days off. A day shall consist of twelve (12) consecutive hours of duty time plus a fifteen-minute roll call each day.
- (2) All other police officers covered by this Agreement shall work either five (5) consecutive days not to exceed five duty days in any seven-day period, or four (4) days on duty; two (2) days off pursuant to their respective assignment and scheduling by the Chief of Police. A day shall consist of eight (8) consecutive hours of duty time plus a fifteen-minute roll call each day.

Section C. Employees covered by this Agreement shall be paid overtime as follows:

- (1) Patrol Division: Any time worked in excess of twelve (12) hours in any twenty-four-hour period shall be paid at one and one-half (1-1/2) times the employee's straight time hourly rate as defined in Article IV, Section A hereof, for such excess time worked.
- (2) All other police officers covered by this Agreement who shall have worked in excess of eight (8) hours in any twenty-four-hour period shall be paid at the rate of one and one-half (1-1/2) times the employee's straight time hourly rate as defined in Article IV, Section A hereof for such excess time worked.
- (3) Overtime shall be paid and compensatory time in lieu of overtime shall be credited only in such cases where the member wishes and the Department agrees to the use such of compensatory time within the same pay period in which it is earned; provided, however, that each member may carry a bank of not more than 48 hours of compensatory time (the product of having worked 32 hours of overtime). Members who at the

signing of this Agreement have more than 48 hours of compensatory time may redeem their excess hours at the January 1, 2005 rate or, in the alternative, may hold such hours and use them until they are at or below the 48-hour limit. No member with more than 48 hours of compensatory time may accrue additional such time until he is below 48 hours.

Section D. Employees covered by this Agreement who are put "on call" shall be paid three (3) hours at one and one-half (1-1/2) times their straight time hourly rate as defined in Article IV, Section A. The payment for an on-call assignment shall apply only once for each seven-day on-call assignment period.

Section E. All employees required to participate in in-service training or police business other than during their on-duty time shall be compensated at one and one-half times their straight hourly rate for the actual time spent in such training or business, including reasonable travel time; provided, however, that all training for the Emergency Services Unit (ESU) shall be compensated at the employee's straight time hourly rate as defined in Article IV, Section A hereof for the actual time spent in such training including reasonable travel time. To the extent possible, employees shall be given not less than seven (7) days' notice of scheduled in-service training.

Section F. All required court appearances by employees on Police Department business that extend in time beyond the normal tour of duty shall be paid at one and one-half (1-1/2) times the employee's straight time hourly rate for such overtime. All required court appearances by employees on Police Department business that occur during employee's time off or vacation or compensatory time shall be paid, including reasonable travel time, at one and one-half (1-1/2) times the employee's straight time hourly rate as defined in Article V, Section A, with a guaranteed minimum of two (2) hours paid.

Section G. It is understood that in order for employees of the Patrol Division to maintain the contractual rate of 1,950 duty hours per year, each member of the Patrol Division was, at the time of implementation of the work schedule, given a time-back bank of two hundred (200) hours for the experimental period and that such bank is to be replenished at the rate of thirty-six (36) hours each eight calendar weeks.

#### **ARTICLE IV. METHOD OF COMPENSATION**

Section A. Annual base salary and longevity pay shall be payable in the semimonthly payroll check. The combination of annual base salary and longevity pay is straight time annual salary and divided by 1950 hours equals straight time hourly rate.

Section B. Holiday pay shall be payable in the semimonthly paycheck based on the amount calculated per Article VII, Section A.

Section C. Education incentives shall be paid in the semimonthly

paycheck based on the amount calculated per Article VIII, Section A.

Section D. Overtime pay shall be payable semimonthly in the regular paycheck based on submission of an appropriate overtime report approved by the Chief of Police. The number of overtime hours shown on the overtime report for each employee shall be multiplied by one and one-half (1-1/2). The product of that calculation shall be multiplied by the employee's straight time hourly rate calculated per Section A of this Article. Overtime shall be paid in this manner unless otherwise specified, such as ESU in-service training defined in Article III, Section E

Section E. Compensation as defined in Article IV, Sections A, B, and C shall be pensionable under the regulations of the New Jersey Policemen's and Firemen's Retirement System.

Section F. All required court appearances by employees on Police Department business that extend in time beyond the normal tour of duty shall be paid at one and one-half (1-1/2) times the employee's straight time hourly rate for such overtime. All required court appearances by employees on Police Department business that occur during employee's time off or vacation or compensatory time shall be paid, including reasonable travel time, at one and one-half (1-1/2) times the employee's straight time hourly rate as defined in Article V, Section A, with a guaranteed minimum of two (2) hours paid.

Section G. It is understood that semimonthly as used herein shall mean two times per month, twenty-four (24) pays per year. Semimonthly payments shall be paid on the 15th and last days of the month, provided, however, that if such day is a weekend or holiday, payment shall be made on the last regularly scheduled workday prior thereto.

## ARTICLE V. SALARIES

Section A. Annual base salaries for full-time sergeants, full-time patrolmen and probationary patrolmen shall be in the amounts delineated herein. Said salaries shall be for the calendar years 2005, 2006 and 2007, and are set forth as annual rates. These rates shall be divided by twenty-four (24) and the quotient amount included in the semimonthly paycheck. These annual rates are effective on the dates indicated.  
Salaries and Salary Schedule

	Eff. 1-1-05	Eff. 7-1-05	Eff. 1-1-06	Eff. 7-1-06	Eff. 1-1-07	Eff. 7-1-07
Sgt	\$87,778.00	\$89,972.00	\$91,771.00	\$94,065.00	\$95,946.00	\$98,346.00
Ptl. I	\$79,798.00 <i>2%</i>	\$81,793.00 <i>2.5%</i>	\$83,428.00 <i>2%</i>	\$85,514.00 <i>2.5%</i>	\$87,224.00 <i>2%</i>	\$89,405.00 <i>2.5%</i>
Ptl. II	\$73,592.00	\$75,432.00	\$76,940.00	\$78,864.00	\$80,441.00	\$82,452.00
Ptl. III	\$67,385.00	\$69,070.00	\$70,451.00	\$72,213.00	\$73,657.00	\$75,498.00
Ptl. IV	\$61,180.00	\$62,709.00	\$63,963.00	\$65,562.00	\$66,874.00	\$68,545.00
Ptl. V	\$54,975.00	\$56,349.00	\$57,476.00	\$58,913.00	\$60,091.00	\$61,594.00
Ptl. VI	\$48,769.00	\$49,988.00	\$50,988.00	\$52,262.00	\$53,308.00	\$54,641.00



	<b>Eff. 1-1-05</b>	<b>Eff. 7-1-05</b>	<b>Eff. 1-1-06</b>	<b>Eff. 7-1-06</b>	<b>Eff. 1-1-07</b>	<b>Eff. 7-1-07</b>
Ptl. VII	\$41,287.00	\$42,319.00	\$43,165.00	\$44,244.00	\$45,129.00	\$46,257.00
Prob.	\$33,804.00	\$34,649.00	\$35,342.00	\$36,225.00	\$36,950.00	\$37,874.00
Acad						
Prob.	\$31,473.00	\$32,260.00	\$32,905.00	\$33,728.00	\$34,402.00	\$35,262.00

Section B. On every shift or part thereof in which no superior officer is on duty, a patrol officer shall be assigned as the acting sergeant, shall assume all responsibilities and authority thereof and shall be compensated for said shift or part thereof at the same rate as a sergeant. Assignment shall be by the Chief of Police or his designee, provided that no patrolman shall serve as an acting sergeant until he has completed five (5) years of service in the East Hanover Police Department. A patrolman may decline the assignment, except that should there be no patrolman willing to serve as acting sergeant, the duties and responsibilities thereof shall devolve to the most senior patrol officer on that shift.

**ARTICLE VI. LONGEVITY**

All members shall receive longevity pay according to the following schedule; provided, however, that any member who was a duly sworn officer on the date of ratification of this Agreement shall receive longevity pay in accord with Schedule A attached hereto and made a part of this Agreement:

Upon completion of 5 years of service	2.5%
Upon completion of 10 years of service	5.0%
Upon completion of 15 years of service	7.5%
Upon completion of 20 years of service	11.0%
Upon completion of 24 years of service	12.5%

**ARTICLE VII. HOLIDAYS**

Section A. The following holidays are observed by the Township of East Hanover

New Years' Day	Memorial Day	Election Day
Martin Luther King's Birthday	Independence Day	Veteran's Day
Lincoln's Birthday	Labor Day	Thanksgiving Day
President's Day	Columbus Day	Day after
Good Friday		Thanksgiving
		Christmas Day

Section B. In lieu of time off, each member shall be paid for fourteen (14) holidays per year in an amount equal to one hundred sixty-eight (168) times the member's straight time hourly rate. This compensation shall be paid without regard to the actual number of holidays worked, and it is understood and accepted by all members that the present work schedule is fair and impartial and that in any given year, some members will work more holidays than others.

Section C. Holiday pay will be payable in the semimonthly paycheck as delineated in Article IV, Section B.

## **ARTICLE VIII EDUCATION INCENTIVES**

Section A. All full-time members appointed prior to January 1, 1996 shall be entitled upon completion of one full year of service to be paid twenty dollars (\$20) per year for each college credit hour successfully completed at an accredited college or university leading to an Associate degree in criminal justice, law enforcement or police science or such other course of study as the Chief may recommend and the Administrator shall approve as relevant to the performance of the duties of a sergeant, patrol officer or investigative officer, subject to the following limitations:

- (1) During the probationary period: No credit.
- (2) During the second year of service: up to fifteen (15) credit hours
- (3) During the third year of service: up to thirty (30) credit hours
- (4) During the fourth year of service: up to forty-five (45) credit hours.
- (5) During the fifth year of service and thereafter, up to sixty-seven (67) credit hours, or the total number of credit hours required for an Associate Degree, whichever is less.

Section B. All full-time members who have attained an Associate degree (or who were appointed on the basis of having attained 64 credit hours) and who have completed a minimum of two (2) years of service in the East Hanover Police Department are eligible for an education incentive payment of \$850 annually upon attainment of a Bachelor degree in criminal justice, law enforcement or police science or such other course of study as the Chief may recommend and the Administrator shall approve as relevant to the performance of the duties of a sergeant, patrol officer or investigative officer. Payment for this educational incentive shall be according to the following schedule:

- (1) Upon satisfactory completion of twelve (12) credit hours beyond the Associate degree (minimum 76 total credits), \$200.
- (2) Upon satisfactory completion of twenty-four (24) credit hours beyond the Associate degree (minimum 88 total credits), \$400.
- (3) Upon satisfactory completion of thirty-six (36) credit hours beyond the Associate degree (minimum 100 total credits), \$600.
- (4) Upon attainment of the Bachelor degree, \$850.

Section C. All credits accumulated up to and including the fall semester of any given year shall be eligible for payment in the next calendar year provided that proper certification from the college or university attended showing the number of credit hours earned and evidence of passing grades is presented to the Chief of Police by January 31 of the year in which payment is requested.

Section D. The educational incentive amount earned shall be added to the member's straight time annual salary plus holiday pay and the sum thereof divided by twenty-four (24) and the quotient amount disbursed in the member's semimonthly paycheck.

Section E. Participation in this program, which means pursuing an education on the member's own time, shall not relieve the member from any obligation to his/her duties as a police officer and the Township Police Department. Failure to meet any and all duties and obligations may result in a member's suspension from this program after a fair and proper hearing.

Section F: Candidates for appointment to the Police Department who are required to have obtained a bachelor degree as a prerequisite thereto and who may thereafter be appointed to the Department shall not be eligible for educational incentive payments.

#### **ARTICLE IX. UNIFORMS AND EQUIPMENT**

Section A. The Township shall provide a complete issue of uniforms and equipment, as designated by the Chief of Police, to each newly-appointed member. This issue shall include all necessary clothing and equipment required for basic training.

Section B. Members shall be responsible for the maintenance and replacement of the uniforms and equipment issued by the Township with the exception of replacement of the member's firearms and ammunition and protective vests. Protective vests shall be replaced on a five-year schedule, provided, however, that where deemed necessary by the Chief, an individual's vest shall be replaced immediately.

Section C. Any addition or change in the uniform or equipment that is mandated by the Chief of Police shall be deemed original issue and shall be provided to all members at Township expense. Any addition or change in the uniform or equipment requested by the Chief of Police or the PBA with the approval of the Chief of Police and seventy-five percent (75%) of the members covered under this contract shall be paid for by the members. No dissenting member shall have any claim to having this change or addition paid for by the Township. All uniform changes, whether requested by the Chief of Police or the PBA members, shall be done with the advice and consent of the Appointing Authority.

## ARTICLE X. VACATIONS

Section A. An annual paid vacation shall be provided for each and every full-time member.

Section B. The vacation period for each year shall be in accordance with the following ("years of service" shall be as defined in Article II, Section A, Paragraph 3):

(1) During the probationary year: One (1) week, which equates to forty (40) working hours for members of the Patrol Division and five (5) working days for all others.

(2) From completion of one (1) year of service (probation) to completion of five (5) years of service: three (3) weeks, which equates to one hundred twenty (120) working hours for members of the Patrol Division or fifteen (15) working days for all others.

(3) From completion of five (5) years of service to completion of ten (10) years of service, four (4) weeks, which equates to one hundred sixty (160) working hours for members of the Patrol Division or twenty (20) working days for all others.

(4) From completion of ten (10) years of service to completion of fifteen (15) years of service: five (5) weeks, which equates to two hundred (200) working hours for members of the Patrol Division or twenty-five (25) working days for all others.

(5) Upon completion of fifteen (15) years of service: six (6) weeks, which equates to two hundred forty (240) working hours for members of the Patrol Division or thirty (30) working days for all others.

Section D. All vacation requests shall be subject to the approval of the Chief of Police who shall be responsible for the preparation of the vacation schedule. The Chief of Police shall have full authority to limit the number of members on vacation at one time.

Section E. Vacations shall be scheduled on the basis of seniority of the members.

Section F. All vacation days in excess of fifteen (15) working days, or vacation hours in excess of one hundred twenty (120) working hours to which a member is entitled shall expire on the anniversary date of the year immediately following the year in which said vacation days become due. In the event that a member fails or neglects to use these vacation days, it shall be deemed that he has waived any and all rights to these days.

Section G. Upon death, retirement or termination of employment for any reason, there shall be paid to the said member or to his estate a sum equal to the vacation allowance for the current year prorated upon the number of months worked in the calendar year in which the death, retirement or termination occurs and any vacation leave which may have been carried over from the preceding calendar period, less any vacation leave used by the member prior to death, retirement or termination in the year such event occurs.

## ARTICLE XI. HEALTH AND INSURANCE BENEFITS

Section A. The Township shall provide and pay all costs to provide the following benefits for each member and, where applicable, as in Subsections (1) through (4), inclusive, for each eligible family member.

(1) Health and Medical Benefits

(a) A comprehensive medical/surgical policy as provided under the New Jersey Health Benefits Plan (NJHBP) in effect at the time of execution of this Agreement, or a direct equivalent which provides, at a minimum, benefits equal to the NJHBP.

(b) A comprehensive major medical policy as provided under the New Jersey Health Benefits Plan (NJHBP) in effect at the time of execution of this Agreement, or a direct equivalent which provides, at a minimum, benefits equal to the NJHBP.

(2) Dental Health Benefits

A dental health plan providing the following minimum benefits as provided by the Delta Dental plan in effect at the time of execution of this Agreement:

(a) No deductible

(b) Per patient annual maximum: \$1,500.00.

(c) Pre-existing conditions: Fully covered.

(d) Preventive and diagnostic: Fully (100%) covered.

(e) Basic procedures: 90% covered; 10% copayment

(f) Prosthodontics: 70% covered; 30% copayment

(g) Special orthodontics: 50% copay, \$1,000 per case maximum by carrier.

(h) Periodontal surgery: 90% covered; 10% copayment.

(3) Prescription Drug Benefit

A prescription drug plan that provides for employee co-payment of five dollars (\$5.00) per prescription for generic pharmaceuticals and ten dollar (\$10.00) copayment for legend (brand name) pharmaceuticals, with the remainder of the cost of each prescription to be covered by the carrier. Members shall also be eligible to participate in a mail-order prescription program with a zero dollars (\$0.0) copayment. Oral contraceptives shall be a covered expense.

(4) Vision Care

A vision care plan as provided by Vision Service Plan (VSP) at the execution of this Agreement, or a direct equivalent which provides, at a minimum, benefits equal to VSP.

(5) Life Insurance

A life insurance policy equal to three times (3x) each member's straight time annual salary.

(6) Income Replacement (Short- and long-term disability)

An income replacement program which shall provide a weekly benefit in the event of disability due to injury, sickness or disease suffered other than in the line of duty with the maximum replacement rate equal to two-thirds (66.67%) of employee's straight time rate, to a maximum of four hundred dollars (\$400.00) per week; provided, however, that during the first one hundred four (104) weeks of such disability, the maximum replacement rate shall be *[six hundred dollars (\$600.00) per week in 2002 and 2003 and the maximum replacement rate shall be]* eight hundred dollars (\$800.00) per week. *[in 2004 and thereafter]*

- (a) Benefits shall begin seven (7) days following onset of the injury, sickness or disease, or after employee has utilized all accumulated unused sick time, whichever is later.
- (b) Benefits during the first 104 weeks of disability shall be paid by the Township's self-insurance program. Benefits thereafter shall be paid by the long-term disability insurer (Unum Life Insurance at the execution of this Agreement), the provisions of which policy shall govern from the inception of the Township's obligation hereunder, except as with regard to the maximum replacement rate during the short-term (first 104 weeks) period.
- (c) This program is not in lieu of nor does it affect the requirements for coverage under applicable Worker Compensation laws

Section B. Continuing Coverage

- (1) In the event of the death of an employee, the Township will pay the cost of continuing coverage under Article XI, Sections (1) through (4), inclusive, for the surviving spouse until he/she remarries, and for employee's dependents as would have been applicable had the deceased continued in active employment.
- (2) By adoption of the provisions of Chapter 88, P.L. 1974, as amended, the Township has assumed the obligation to provide and pay for continuing coverage of benefits delineated in Article XI, Section A, Paragraphs (1) through (4), inclusive, and Paragraph (5) as modified in Subsection (a) hereof, for member pensioners, and Paragraphs (1) through (4), inclusive, for their dependents as would have been applicable under active employment.

- (a) All members who shall retire on or after the date of execution of this contract, shall be provided with a death benefit equal to three times (3x) the employee's annual salary at time of retirement, to a maximum amount of \$300,000. At age 70, such coverage shall terminate and the member shall receive a one-time annuity payment of fifty thousand dollars (\$50,000.00). An employee who, upon retirement, is declined continued coverage by the insurer pursuant to the terms of the Canada Life Assurance Co. policy dated September 1, 1993, and any successor policy in force at the time this Agreement is executed shall be provided by the Township at retirement with a nondiminishing death benefit of one hundred thousand dollars (\$100,000.00) until the employee reaches his 70th birthday at which time such provision shall terminate. At such time employee he shall receive a one-time annuity benefit of \$50,000.00.

## **ARTICLE XII. SICK TIME**

All members shall be entitled to sick days subject to the following conditions and/or limitations:

Section A. All members shall be entitled to accumulate one and one-quarter (1-1/4) working days (Patrol Division equivalent: 10 hours) of paid sick leave for each completed month of service. The sick leave is to be used only in times of illness of the employee or to care for a spouse or child or other relative living in the employee's home during their illness.

Section B. Credit for service prior to this Agreement shall be based upon records maintained by the Township. A copy of each member's record shall be provided to the member during January of each year showing accrued unused sick time through the preceding December 31. Failure of the employee to question such accounting prior to March 1 of the current year shall be considered agreement to the figures provided.

Section C. Upon retirement or permanent separation, except as set forth in Section G hereof, a member shall be entitled to compensation at the rate of one-half (1/2) the straight time rate for each day of unused sick leave accumulated to the time of retirement or separation up to a maximum of 200 unused accrued sick days. For the purposes of this Article a day shall equal eight (8) hours. The member may elect to receive such supplemental compensation in a lump sum or to extend his/her terminal leave at the rate of one-half day for each day of unused accrued sick time to a maximum of 200 unused accrued sick days (1,600 hours). No additional sick or vacation time shall accrue, nor salary increase during such terminal leave extension.

Section D. Each member shall be required to establish and maintain a bank of not fewer than forty-five (45) accrued unused sick days (360 hours). Once such bank has been established, a member may thereafter redeem the unused sick days from his/her

annual allotment thereof at one-half the then current straight time rate. In any case where an illness shall reduce the balance of banked sick time to fewer than forty-five (45) days (360 hours), the member must return the bank to a minimum of forty-five (45) days (360 hours) before redeeming any additional days.

Section E. In addition to redeeming days from the current year, a member may redeem up to ten (10) days (80 hours) from prior years' accruals at one-half the straight time rate for the immediately prior year.

Section F. Employees desiring to redeem unused accrued sick time shall notify the Township Administrator in writing by December 1 of each year of the number of days (hours) to be redeemed. Payment for such days will be made not later than the first paycheck in January of the following year.

Section G. The provisions of Paragraphs A through G, inclusive, hereof shall not apply to any member who shall be discharged from the East Hanover Police Department as a result of having committed a crime or having been removed through an action in Superior Court related to having committed a crime.

### **ARTICLE XIII. PERSONAL LEAVE**

All members shall be entitled to personal leave in accordance with the following:

Section A. An employee who is to be married is entitled to leave of five (5) working days (40 working hours for Patrol Division).

Section B. Bereavement leave

- (1) In case of death of a parent, step-parent, grandparent, spouse, child, step-child, grandchild, sibling or parent-in-law or child-in-law, or any other relative who resides in the member's household, leave shall be granted from the day of death through the day following the funeral, inclusive.
- (2) In case of death of an aunt, uncle, niece, nephew, brother-in-law, sister-in-law, spouse's grandparents or a cousin of the first degree not living in the member's household, leave shall be granted for the day of the funeral only.
- (3) Exceptions to the foregoing may be made when conditions warrant (such as burial in another city) wherein the member would be unable to return to duty within the time allotted, and the Chief of Police has full authority to grant special consideration in unusual cases not otherwise covered.

Section C. Personal leave

- (1) A member may take up to twenty-four (24) hours of personal time in not less than four (4) hour increments per year. Fourteen (14) days' notice to the Chief of Police is required when requesting personal days, except under



emergency conditions. Requests shall not be unreasonably denied. Failure to notify the member within seven (7) days of his request that a personal day has been denied shall constitute a grant of such personal day.

- (2) Personal days not utilized within a given calendar year may not be carried forward, but shall be reimbursed at the rate of two-thirds (66.67%) of the member's regular straight time salary.

#### Section D. Terminal Leave

- (1) Upon application for retirement, an employee with twenty-five years of service or who is retiring due to a service-incurred disability shall receive ninety (90) working days (720 working hours for Patrol Division) of terminal leave with full wages and benefits. Unless the employee elects a terminal leave extension as provided for in Article XII, Section C hereof, terminal leave shall begin ninety (90) work days (or 720 working hours for Patrol Division) prior to the effective date of retirement and the employee shall not be required to report for or to perform any police duties during this period.
- (2) Where an employee elects a terminal leave extension as provided for in Article XII, Section C hereof, terminal leave as contemplated in Article XIII, Section D shall commence ninety (90) working days (720 working hours for Patrol Division) prior to the first day of the terminal leave extension as calculated according to the provisions of Article XII, Section C hereof.

### **ARTICLE XIV. LIABILITY PROVISIONS**

Whenever any civil action is brought against any employees covered by this Agreement for the employee's reliance upon a warrant executed by a judicial officer, the Township of East Hanover shall defray all costs of defending such action, if any, including attorney's fees, and shall pay any adverse judgment, save harmless, and protect such employee from all financial loss resulting therefrom.

### **ARTICLE XV. GRIEVANCE PROCEDURE**

For purposes of this Agreement, the term "grievance" means any complaint, difference or dispute between the Employer and any Employee with respect to the interpretation or violation of any of the provisions of this Agreement, or any applicable rule or regulation or policies, agreements or administrative decisions affecting any Employee covered by this Agreement.

Step 1: In the event that any employee or group of employees covered by this Agreement believes that they are aggrieved, the employee(s) shall present such grievance in writing to the Chief of Police within five (5) days of the event alleged underlying the grievance or within five (5) days of the date on which the employee(s) might reasonably have been expected to know of said event. The Chief or his designee shall respond in

writing within seven (7) days or the grievance shall be deemed to have been upheld.

Step 2: If the Association wishes to appeal the Step 1 decision, such appeal shall be presented in writing to the Township Administrator within ten (10) calendar days of the date of the Step 1 decision. The presentation shall include copies of all previous correspondence relating to the matter in dispute. The Township Administrator may give the Association the opportunity to be heard and will render a decision in writing within twenty (20) calendar days of receipt of the written appeal or the grievance shall be deemed to have been upheld.

Step 3: If the grievance is not satisfactorily resolved at Step 2, the Association may within ten (10) calendar days of the Administrator's decision, or the date on which it was due if no decision is rendered, refer the matter to the Public Employment Relations Commission for the selection of an arbitrator, pursuant to the rules of the commission. The decision of the arbitrator shall be final and binding upon the parties.

Section B: Time periods set forth within the grievance procedure may be extended by the mutual consent of the parties.

Section C. Employees covered by this Agreement shall have the right to process their own grievance without representation.

Section D. Cost of the Arbitrator shall be borne equally by the parties, but each party shall be individually responsible for any costs it may incur.

Section E. Minor disciplinary matters (fewer than six (6) days of fine or suspension equivalent thereof) shall not be included in this grievance procedure

## **ARTICLE XVI. MANAGEMENT RIGHTS**

Section A. The Township hereby retains and reserves unto itself, without limitations, 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) To the executive and management control of the Township Government and its properties and facilities and the activities of its employees.
- (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 suspend, demote or discharge or take other disciplinary action for good and just cause according to law.

Section B. Nothing contained herein shall be construed to deny or restrict the

Township of its powers, rights, authority, duties and responsibilities under N.J.S. Titles 40, 40A, 11A, or any other state or federal law.

**ARTICLE XVII. SEPARABILITY AND SAVINGS**

In the event that any provision of this Agreement shall be declared invalid by legislative action or any court of competent jurisdiction or through government regulation or decree, such decision shall not invalidate the entire Agreement, it being the express intent of the parties that all provisions not declared invalid shall remain in full force and effect.

**ARTICLE XVIII. TOTAL AGREEMENT**

Notwithstanding any other agreements previously in effect, the foregoing constitutes the entire Agreement between the parties and no verbal statements or other amendments, except an amendment mutually agreed upon between the parties in writing and annexed hereto and designed as an amendment to this Agreement, shall supersede or vary the provisions herein.

**ARTICLE XIX. TERM**

This Agreement shall be in full force and effect from January 1, 200[2]5, through December 31, 200[4]7. If either party wishes to terminate, amend or otherwise modify the terms and conditions set forth herein, written notice may be given to the other party at any time, although there shall be no obligation on either party to commence negotiations prior to September 1, 200[4]7, at which time, with or without prior notice from or to either party, they shall establish a date, to be not later than September 30, 200[4]7, at which time they shall meet and exchange proposals to terminate, renew, amend or otherwise modify this Agreement.

IN WITNESS WHEREOF, the parties have caused to be affixed hereto the signatures of their duly authorized representatives.

EAST HANOVER PBA LOCAL 227

By: Christopher Caruzzo  
President.  
Christopher Perce  
Delegate

ATTEST:

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TOWNSHIP OF EAST HANOVER

By: William Agnellino  
William Agnellino, Mayor

Marilyn J. Snow  
Marilyn J. Snow, Township Clerk