

Contract # 146<sup>3</sup>

R.U. Library

AGREEMENT

between

BOROUGH OF SOUTH RIVER

and

INDEPENDENT SOUTH RIVER MUNICIPAL EMPLOYEES ASSOCIATION

(I.S.R.M.E.A.)

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January 1, 1994 through December 31, 1995

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PREAMBLE

This Agreement made the 5th day of October, 1994, between the BOROUGH OF SOUTH RIVER, (hereinafter referred to as the EMPLOYER) and THE INDEPENDENT SOUTH RIVER MUNICIPAL EMPLOYEES ASSOCIATION, (hereinafter referred to as the ASSOCIATION).

WHEREAS, the Association has been selected as the bargaining agent by the employees to be defined, and said Association has been recognized as such by the Employer, and

WHEREAS, the Association and Employer have engaged in negotiations;

NOW THEREFORE, in consideration of the mutual promises, covenants and agreements contained herein the parties agree as follows:

ARTICLE I

Recognition

The Employer hereby recognizes the Association as the exclusive bargaining unit for all blue and white collar employees working more than thirty (30) hours per week including but not limited to those job titles set forth on Schedule A, attached hereto and made part hereof, but excluding confidential, managerial and those employees represented by I.B.E.W.

## ARTICLE II

### Association Representatives

A. The Association shall have the right to designate such of its members as it, in its sole discretion, deems necessary to act as Association representatives and/or shop stewards and such Association representatives and/or shop stewards shall not be discriminated against due to their legitimate Association activities.

B. Association officers, representatives and/or shop stewards shall have the right to enter upon the premises of the Employer during work hours for the purpose of conducting normal duties relative to the enforcement and policing of this Agreement so long as such visits do not interfere with proper service to the public, and provided that notice of the visit is given to the Department Head or supervisor upon arrival. No more than three (3) Association Representatives will at any one time be engaged in enforcement of this contract, at any one location.

C. It is agreed that the Association shall furnish to the Employer a list of duly elected or appointed Association officers, representatives and shop stewards within fifteen (15) days after election or appointment.

ARTICLE II  
(continued)

Association Representatives

D. An Association officer, representative and/or shop steward may arrange to check time cards and time sheets at reasonable times, for reasonable union purposes, once per month, so long as there is no interference with proper service to the public. An employee may arrange to check his or her time card and time sheet at any reasonable time.

E. The Employer will notify the Association in writing of all promotions, demotions, transfers, suspensions, discharges, layoffs, or grievances within the bargaining unit. The Employer will notify the Association of all additions and deletions to the payroll of covered employees as they occur.

F. In the absence of a Borough Administrator the Association representative shall have the authority to meet or telephone the Mayor or his designated representative and request that nonessential employees be sent home early, with no loss of pay, in the event of extreme weather or other emergency. Such determination made by the Mayor and/or Business Administrator shall not be grievable and shall not serve as any precedent for any future action taken by any public official. It is further acknowledged by the parties, that if some essential employees work during an emergent situation, they will not be entitled to compensatory time since other nonessential employees were permitted to go home.



ARTICLE III

Dues Check-Off

A. The Employer shall deduct Association dues from the earnings of each Association member provided the employee executes a written authorization for such dues deduction, and provided the Association furnishes said authorization to the Employer fifteen (15) days prior to the employee's payday. The Employer shall deduct the sum designated by the Association at its sole discretion, from each of the Association members' paychecks. The Employer shall continue to deduct said dues until an employee properly resigns as a member of the Association or is terminated from employment, in accordance with the Association's by-laws and the resigning employee sends proper written notice thereof to the Employer and the Association.

B. The Employer shall deduct a representation fee in lieu of dues from each employee who is not a member of the Association, but who is covered by this Agreement. The Employer shall deduct the appropriate sum from each of the non-member employee's paychecks in the amount of eighty-five percent (85%) of the Association dues as is set by the Association in its sole discretion.

C. Each party shall indemnify, defend and save harmless the other against any and all claims, demands, suits or other forms of liability that may arise out of or by reason of action taken by the other party in reliance upon salary deduction

ARTICLE III  
(continued)

Dues Check-Off

authorization cards as furnished by the Association to the Employer in reliance upon the official notification on the letterhead of the Association and signed by the President of the Association, advising of such changed deduction or as a result of dues deduction and remittance by the Employer.,

D. Such dues and/or representation fees so withheld shall be delivered by the Employer to the Association Treasurer, or if designated by the Association, automatically deposited in the Association's account no later than one business week after the issuance of each pay check. Appropriate documentation for such deposits, showing the amounts of dues and representation fees collected, shall be provided the Association Treasurer. Deposit or delivery not made on time shall cause the Borough to pay interest to the Association at the rate of seven percent (7%) per year on the full amount of dues and representation fees scheduled to be deposited or delivered.

ARTICLE IV

Hours of Work

A. The normal work week for all secretarial and clerical employees shall be thirty-five (35) hours. No employee's regular hours shall require them to work before 8:00 A.M. nor after 5:00 P.M. Any time worked in excess of thirty-five (35) hours per week or seven (7) hours per day shall be at the overtime rate.

B. Sewer and Water Department - 7:00 A.M. to 3:30 P.M., one-half (1/2) hour lunch, forty (40) hours per week.

C. Streets and Roads Department - 7:00 A.M. to 3:30 P.M., one-half (1/2) hour lunch, forty (40) hours per week.

D. Sanitation Department - 5:00 A.M. to 1:30 P.M., one-half (1/2) hour lunch.

E. Gordon Street Meter Readers - 8:00 A.M. to 4:30 P.M., one-half (1/2) hour lunch, forty hours per week.

F. Employees shall be paid from the time of their arrival at the first location of the day required by the employer to the last such required location.

G. The work week is Monday through Friday, except for water operators.

ARTICLE IV  
(continued)  
Hours of Work

H. Employer shall have the right to change the hours of employees but the impact of same shall be negotiated between the parties except that in the case of emergencies, the Employer reserves the right to change such working hours without first negotiating such a change. The Employer shall, at a mutually agreeable time after a change of hours due to an emergency, negotiate the impact of such a change.

I. Employees hired after August 1, 1994 may be required to work hours other than those specified in this Agreement. Employees hired before August 1, 1994 may volunteer to work hours other than those specified in this Agreement.

ARTICLE V

Wages

A. Effective January 1, 1994 the salary guides following in Sections B and C shall be implemented for the years 1994 and 1995. The salary guides for 1994 and 1995 reflect increases for each employee of four and one quarter percent (4.25%) effective January 1, 1994, and four percent (4%) effective January 1, 1995. Employees shall advance up the guide on January 1st each year unless otherwise noted herein.

B. Blue Collar Employees - (See pages 9,10,11)

C. White Collar Employees - (See page 12)

D. Employees shall be paid on a biweekly schedule, i.e., once every two weeks.

SALARY GUIDE

B. Blue Collar Employees  
(Per Hour Rates).

	<u>1994</u>	<u>1995</u>
<b>WATER OPERATOR</b>		
1st 6 months	12.96	13.48
2nd 6 months	14.94	15.54
After 1 year	17.03	17.72
<b>LEAD PERSON</b>		
1st 6 months	12.95	13.47
2nd 6 months	14.18	14.75
After 1 year	16.95	17.63
<b>EQUIPMENT OPERATOR</b>		
1st 6 months	12.33	12.83
2nd 6 months	14.18	14.75
After 1 year	16.25	16.90
<b>STREETS/ROADS DRIVER</b>		
1st 6 months	11.10	11.55
2nd 6 months	12.33	12.83
After 1 year	13.99	14.55
<b>SANITATION DRIVER</b>		
1st 6 months	11.10	11.55
2nd 6 months	13.87	14.43
After 1 year	14.69	15.28

SALARY GUIDE

B. Blue Collar Employees  
(Per Hour Rates)

(Continued)

UTILITY MAINTENANCE  
PERSON

	<u>1994</u>	<u>1995</u>
1st 6 months	11.71	12.18
2nd 6 months	13.25	13.78
After 1 year	14.74	15.33

PARKS MAINTENANCE

1st 6 months	12.43	12.92
2nd 6 months	13.13	13.65
After 1 year	13.79	14.34

HEAD MAINTENANCE PERSON...+\$ .20 per hour or 2% per year.

MECHANIC

1st 6 months	13.57	14.12
2nd 6 months	14.94	15.54
After 1 year	16.45	17.11

LABORER "A"

1st 6 months	10.78	11.22
2nd 6 monts	12.53	13.03
After 1 year	14.12	14.68

SALARY GUIDE

B. Blue Collar Employees  
Per Hour Rates  
(Continued)

METER READER	<u>1994</u>	<u>1995</u>
1st 6 months	9.85	10.25
2nd 6 months	11.10	11.55
After 1 year	12.57	13.08

CUSTODIAN

Step 1	15,221/yr.	15,829/yr.
Step 2	16,375/yr.	17,030/yr.
Step 3	17,529/yr.	18,230/yr.
Step 4	18,682/yr.	19,429/yr.



SALARY GUIDE

C. White Collar Employees

ACCOUNTANT	<u>1994</u>	<u>1995</u>
Step 1	22,727/yr.	23,636/yr.
Step 2	24,012/yr.	24,972/yr.
Step 3	25,089/yr.	26,092/yr.
Step 4	26,584/yr.	27,647/yr.
CLERK		
Step 1	16,576/yr.	17,239/yr.
Step 2	17,792/yr.	18,504/yr.
Step 3	19,008/yr.	19,768/yr.
Step 4	20,225/yr.	21,033/yr.
COMPUTER TECH		
Step 1	21,267/yr.	22,118/yr.
Step 2	22,552/yr.	23,454/yr.
Step 3	23,838/yr.	24,791/yr.
Step 4	25,124/yr.	26,129/yr.
SECRETARY		
Step 1	16,576/yr.	17,239/yr.
Step 2	17,792/yr.	18,504/yr.
Step 3	19,008/yr.	19,768/yr.
Step 4	20,225/yr.	21,033/yr.

ARTICLE VI

Overtime and Standby Time

A. Employees requested or scheduled to work beyond their regularly scheduled workday shall be paid at the rate of time and one-half (1 1/2) in pay, except as hereinafter provided.

B. Employees requested or scheduled to work on a sixth or seventh consecutive day, shall be paid at the rate of time and one-half (1 1/2) in pay. Allowable time off (defined as all bereavement leave and all sick leave and the first two [2] personal days) shall be considered work time.

C. Employees requested or scheduled to work any holiday included in Article XII shall be paid their regular day's pay plus an additional rate of time and one-half (1 1/2) in pay.

D. Water operators regularly scheduled to work on a Sunday shall be paid at the rate of time and one-half (1 1/2) in pay, notwithstanding that they have not worked forty (40) hours in that week.

E. In computing overtime compensation, one-half (1/2) hour shall be the smallest fraction of an hour to be reported.

F. Overtime shall be distributed, in so far as practical, in accordance with rotating seniority in title, provided employees are qualified to do the work and provided no emergency exists where the Employer does not have the time to

ARTICLE VI  
(continued)  
Overtime and Standby Time

contact the employee with the most seniority possessing the skills necessary to perform the emergency work. This provision does not relate to contiguous overtime where a job must be completed.

G. If an employee works his or her regularly scheduled workday and who after leaving the Employer's premises, is called to return to work, said employee shall receive a minimum of two (2) hours pay at the rate of time and one-half (1 1/2) in pay regardless of the number of hours actually worked. The two hour minimum shall apply to each separate call out and the Employer retains the right to retain the employee for the full two hours. If an employee is called into work within two (2) hours before his scheduled hours of work he shall be paid at time and one half for the actual time he works, but shall not be guaranteed a minimum of two hours call-in pay.

H. Effective November 1, 1994 each individual hourly employee scheduled for weekend standby in the Water and Sewer Department will be paid as follows:

16 hours - 2 day weekend  
24 hours - 3 day weekend  
32 hours - 4 day weekend

The three (3) hourly employees scheduled for standby in the Streets and Roads Department will be paid as follows:

16 hours - 2 day weekend  
24 hours - 3 day weekend  
32 hours - 4 day weekend

Standby time shall be considered to commence at the end of the last work day of any given work week and to terminate at

ARTICLE VI  
(continued)  
Overtime and Standby Time

the beginning of the first work day of the next work week. When an employee is scheduled for standby time, the employee shall remain within 15 minutes travel time of the Borough of South River. Scheduling for standby time shall be determined by rotating seniority in each department, except for the Streets and Roads Department, where such standby time shall be determined by rotating crews in accordance with present practice. Weekend standby shall commence on November 1 of each calendar year and terminate on March 31 of the next calendar year.

I. The Employer reserves the right to terminate the weekend standby program described in Section H. above. In the event the Borough elects to terminate the weekend standby program, written notice of same shall be furnished to the Association and thereafter the Borough will no longer schedule employees for weekend standby and the employees will not be required to remain on standby.

J. At the employee's option, overtime may be accrued as extra time off (XTO) at the rate of 1 1/2 hours of time off for each hour of overtime worked. Each employee may take their accumulated XTO at their option or upon retirement. Extra time off may be accumulated to a maximum of 130 hours.

ARTICLE VII

Wage Increase Eligibility

A. All employees in this bargaining unit being carried on the Employer's payroll on January 1, 1994 or who commence employment on or after that date and all employees on approved leave of absence shall receive the above wage increase provided in Article V.

B. The wage increase provided in Article V for 1994 shall be paid retroactively to January 1st or, in the case of employees hired after January 1st, retroactive to the date of hire.

C. Employees who sever employment or retire prior to the execution of this Agreement shall be included in the wage increase from January 1, 1994 until the date of their actual separation from service. Employees who die during this period shall have their wage increase for the entire year of 1994 paid to their estate.

ARTICLE VIII

New Employees

A. It is the intention of the Employer, in cooperation with the Association, to start all new employees at the minimum of the salary range for that position.

B. New employees shall serve a probationary period of six (6) months, after which time they shall be reviewed by their department head and recommended for retention or dismissal. The Employer shall advise the employee, in writing, of its decision, including a list of reasons, if he or she is dismissed. Nothing herein shall prohibit the Employer from suspending or dismissing any employee during the probationary period. If retained, an employee may be disciplined, suspended or terminated for just cause only.

C. Upon request, the Employer shall advise the Association of the name and address of each new employee hired who is covered under this Agreement. The Association shall advise the Employer at least ten (10) working days prior to the next pay period whether the employee is an Association member so the Employer can effect a payroll deduction for union dues or a representation fee in lieu of dues.

ARTICLE VIII  
(continued)

New Employees

D. The Employer retains the right to give additional salary guide credit to reflect outside work experience. No new employee shall be placed higher than the second step of any guide except where the Borough must fill a job category" formerly occupied by only one person.

ARTICLE IX

Promotions

Any increase in pay to a promotion shall not preclude an employee from receiving the wage increase set forth in Article V.



ARTICLE X

Longevity

A. The following longevity plan shall be implemented for employees hired prior to August 1, 1994 upon their reaching the year of service as indicated:

Six (6) through ten (10) years of service...4%  
Eleven (11) through fifteen (15) years of service...5%  
Sixteen (16) through twenty (20) years of service...5.5%  
Twenty-one (21) years of service and over...6%

B. Employees hired after August 1, 1994 shall receive longevity as follows after completing the year of service indicated:

Fifteen (15) through twenty (20) years...\$1,100  
Twenty (20) years of service and thereafter...\$1,200

C. Effective January 1, 1995 longevity will be in base pay.

ARTICLE XI

Medical Benefits and Life Insurance

A. All full time employees and said employees' eligible families shall be covered, at the Employer's sole cost and expense, by either of the medical insurance plans attached hereto, with employee's choice of Blue Cross or Rutgers Community Health Plan.

B. The Employer, at its sole cost and expense, shall provide to all full time employees and said employees' eligible families with coverage under the prescription insurance plan attached hereto. Employees shall make a co-payment of five dollars (\$5.00) for name brand prescriptions, and/or a co-payment of three dollars (\$3.00) for generic prescriptions, effective the date of the signing of this Agreement.

C. The Employer, at its sole cost and expense shall provide to all full time employees ten thousand dollars (\$10,000) in group term life insurance, including additional coverage for accidental death while in the line of official duty, under the plan attached hereto.

D. The Employer, at its sole cost and expense, shall provide to all full time employees, dental insurance coverage for the employee only with Travelers Insurance Company equal to the coverage under group policy #GA646939.

E. The Employer retains the right to change insurance carriers so long as substantially similar benefits, coverage, and

servicing of claims are provided; and further provided that all pre-existing conditions covered under the existing plan will continue to be covered by the new plan, and further provided that there shall be no lapse in coverage for any employee and/or family member. Copies of any new plans shall be promptly furnished to the Association.

F. The cost of eyeglasses broken during the course of employment shall be reimbursed by the Employer. Replacements must be approved safety glasses.

G. The Borough agrees to contribute the amount of six dollars and fifty cents (\$6.50) per month for each employee who enrolls in the Principal Group Long-Term Disability Plan (Policy # ). Each employee who opts such coverage shall have deducted from their wages the balance of the monthly premium for such coverage.

H. Employees having reached the age of fifty-five (55) years and having been employed by the Borough of South River for a minimum of twenty-five (25) years shall continue to receive full paid health benefits upon retirement in conformance with State law concerning the granting of such benefits.

ARTICLE XII

Holidays

A. All full time employees shall be entitled to the following paid holidays each calendar year:

New Year's Day  
Lincoln's Birthday  
Washington's Birthday  
Good Friday  
Memorial Day  
Independence Day  
Labor Day  
Columbus Day  
General Election Day  
Veteran's Day  
Thanksgiving Day and the day after  
Christmas Day  
Birthday (after six months of service)

B. When a paid holiday falls on a Saturday, it shall be observed on the preceding Friday. When a paid holiday falls on a Sunday, it shall be observed on the following Monday.

C. To be eligible for a paid holiday, an employee must work the regularly scheduled workdays both immediately before and after the holiday, unless the employee is taking allowable time off.

D. All employees shall be entitled to any additional holiday unilaterally granted other Borough employees by the Mayor, Council or Borough Administrator not through collective bargaining.

ARTICLE XIII

Personal Leave

A. All full time employees shall have five (5) paid personal days in each calendar year for any personal purpose, in addition to all other leave provided in this Agreement. Personal days may not be carried over from one calendar year to the following calendar year. Personal days may be taken on separate days or may be taken consecutively; however, the employee shall give the Employer five (5) days prior notice for each personal day to be taken, except in the event of an emergency. Personal leave may be used to extend vacations or holidays, with the approval of the employee's supervisor or department head, so long as not more than one (1) personal day is used for this purpose on any one (1) occasion. An employee may not take personal leave and the Employer may compel that employee's attendance in the event of a manpower shortage.

B. Employees hired prior to January 1, 1987

New employees shall be credited with one (1) personal day at the conclusion of their first two (2) months of employment, and one (1) additional personal day for every two (2) months of service thereafter. Thereafter, each employee shall be credited with five (5) personal days on January 1 of each year.

ARTICLE XIII  
(continued)  
Personal Leave

C. Employees hired after January 1, 1987 shall receive personal days under the following schedule:

Two months to one year.....1 day

One to five years.....2 days

Six to fifteen years.....3 days

Fifteen to twenty years....4 days .

Twenty years on .....5 days

D. Failure to provide timely notice, except in an emergency, shall result in the employee not receiving pay for that day and may constitute cause for additional disciplinary action.

ARTICLE XIV

Military Leave

A. Any full time permanent employee who is a member of the National Guard, Naval Militia, Air National Guard or a reserve component of any of the armed forces of the United States and is required to engage in field training shall be granted a military leave of absence for the period of such training. He or she shall be entitled to receive his or her usual compensation for each day of such training, upon presentation of such proper evidence as may be required, less such reimbursement received from the National Guard, Naval Militia, Air National Guard or reserve component of the armed forces of the United States.

B. When a full time permanent employee not on probation has been called to active duty or inducted into the military or naval forces of the United States, he or she shall automatically be granted an indefinite leave of absence without pay for the duration of such active military service, provided that he or she does not voluntarily extend such service. Such employee shall be reinstated without loss of privileges or seniority, provided that he or she reports for duty with the Employer within ninety (90) days following discharge from military service. Said military service shall be considered as a continuation of employment with the Employer.

ARTICLE XV

Bereavement Leave

A. In the event of a death in the employee's immediate family, the employee shall be granted time off without loss of pay from the day of death or the day of the funeral, but in no event shall said leave exceed four (4) calendar days.

B. The "immediate family" shall include only parent, husband, wife, child, niece, nephew, son, daughter, brother, sister, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, grandparents. This benefit shall extend to any other relative living under the same roof as part of the employee's immediate family for a period of at least six (6) months.

C. Reasonable verification of the event may be required by the Employer.

D. Such bereavement leave is separate and distinct from any other leave time, and an employee shall be entitled to each four (4) calendar days, or one (1) day, as the case may be, for each eligible death which occurs.

E. An employee may make a request of the Borough Administrator or his designated representative for time off to attend a funeral separate and distinct from bereavement leave. Such request, if granted by the Borough Administrator or his designated representative, shall be charged at the option of the employee as a vacation day.



ARTICLE XV  
(continued)

Bereavement Leave

F. Employees shall be granted one calendar day off with pay for the death of employee's grandparent, or employee's immediate aunt or uncle. The day must be taken within five (5) calendar days of death or service.

G. The employee shall, whenever possible, give to his or her Department Head one (1) day prior notice for bereavement.

H. If any employee is on vacation and an eligible death occurs, vacation leave shall terminate and bereavement leave shall apply.

ARTICLE XVI

Maternity Leave

Maternity leave without pay shall be granted for up to six (6) months by the Employer in accordance with the following procedure:

A. All notices of maternity leave and applications for extensions or reductions of maternity leave shall be made in writing to the Borough Administrator.

B. Any employee intending to take maternity leave shall advise the Employer of the fact of her pregnancy and of her prospective plans for taking maternity leave and her best estimate of when the maternity leave will commence and terminate. The employee shall advise the Employer of the maternity leave no later than the end of the fourth month of pregnancy. Such written notice shall specify the employee's best estimate of when the maternity leave will commence and terminate.

C. Upon application to the Employer, maternity leave may be extended for an additional period not to exceed an additional six (6) months, with the approval of the Borough Council.

ARTICLE XVII

Leave Without Pay

Leave without pay may be granted to an employee. Normally, it may be granted only when the employee has used his or her sick and vacation leave in the case of illness, or has used his or her vacation leave if leave without pay is requested for reasons other than illness. Written requests for leave without pay must be initiated by the employee, favorably endorsed by the employee's department head and approved by the Borough Council. Such leave shall not be approved for a period longer than three (3) months at one time. The Borough Council may approve an extension of such leave for an additional period upon the employee's written application.

ARTICLE XVIII

Jury Duty

A. An employee who loses time from his or her job because of jury duty shall be excused from employment on all days the employee is required to be present in courts and shall be paid by the Employer the difference between his daily base rate of pay and the daily jury fee. The employee shall retain all jury expenses. Payment shall be subject to the following conditions:

1. The employee must notify the Borough Administrator within three days upon receipt of a summons for jury service;

2. The employee has not voluntarily sought jury service;

3. If the jury duty extends beyond one day the employee must submit the name of the case and judge he served as juror for;

4. The employee submits adequate proof of the time served on the duty and the amount received for such service.

B. If on any given day an employee is serving as a juror, and he or she is released by the Court prior to 1:00 P.M. if serving in New Brunswick or prior to 11:00 A.M. if serving in any location other than New Brunswick, that employee shall return to work no later than 2:30 P.M., that day in order to receive pay for that day.

ARTICLE XIX

Miscellaneous Leaves

A. Court Leave - is the authorized absence, without charge to leave or loss of compensation, of an employee from official duty or for attending court in a non-official capacity as a witness on behalf of the Employer. Appearance in court in connection with official duty is considered normal duty time. Appearance in court at the call of the Employer when not job-connected is chargeable to court leave. Appearance in court under other circumstances, including when an employee is under subpoena to testify as a witness is a private matter, chargeable to personal leave, except when an employee is under subpoena in a criminal matter.

B. Seminar and Conference Leave - Seminar and conference leave with pay may be granted upon proper application to the Borough Council. Such leave may be granted with pay to employees covered by statute or local practice.

C. Educational Leave - Educational leave with pay may be granted upon proper application to the Borough Council. Such allowance may be granted when it is deemed necessary to provide an employee with the opportunity for self-development or for advancing acquisition of skills necessary for full performance in his or her position. This leave with pay covers only those classes which are not available during off-duty hours.

ARTICLE XIX  
(continued)

Miscellaneous Leaves

In the event the Borough orders an employee to attend schooling related to his employment during his normal work week and the employee refuses, the Borough retains the right to take disciplinary action against the employee.

ARTICLE XX

Sick Leave

A. All employees shall be credited with fourteen (14) paid sick days on January 1 of each calendar year, except that new employees, after completion of six (6) months of employment, shall thereafter accumulate paid sick days at the rate of one and one-sixth (1 1/6) days per month until the next December 31. Thereafter, new employees shall be credited with fourteen (14) paid sick days on January 1 of each calendar year.

B. All holidays occurring and bereavement days taken during a period of sick leave shall not be charged to sick leave.

C. Sick leave may be used for personal illness or in the event of quarantine, pregnancy and related illness, or for accidental injuries unrelated to employment with the Employer. Sick leave may also be used for illness of a person in the employee's family upon written request to and approval by the Borough Administrator. Upon the Employer's request, the employee shall provide verification of illness in the employee's family.

D. An employee must pay their own expenses for treatment they choose to avail themselves but not a medical report or examination requested by the Employee, except as hereinafter provided. An employee who has been absent on sick leave for five (5) or more consecutive work days or fifteen (15) or more total work days in a twelve (12) month period may be

ARTICLE XX  
(continued)

Sick Leave

required to submit medical evidence substantiating the illness at employee expense. In addition, the Employer may require proof of illness of an employee on sick leave, whenever such requirement appears reasonable. The Employee shall pay for proof of illness if he or she is absent on five (5) or more similar days that contribute to a pattern of possible sick leave abuse. Abuse of sick leave shall be cause for disciplinary action.

E. During protracted periods of illness or disability of an employee, the Business Administrator may require interim reports on the condition of the patient at weekly or biweekly periods from the personal physician and/or a Borough medical physician at employer expense. When under medical care, employees are expected to conform to the instructions of the current attending physician if they wish to qualify for salary payment during such period of illness or disability.

F. No employee shall be allowed to work and endanger the health and well-being of himself/herself or other employees and if the employee's condition warrants, the employee may be directed to take sick leave. The Borough Administrator may direct the employee to the Borough physician at Employer expense.

G. Sick leave with pay shall not be allowed under the following conditions:



ARTICLE XX  
(continued)

Sick Leave

1. When the employee, under medical care fails to carry out orders of the current personal physician, unless the employee immediately changes his or her personal physician.

2. When in the opinion of the Borough medical physician the employee is ill or disabled because of deliberate self-imposed contributory causes except mental illness, drug addiction and alcohol addiction.

3. When in the opinion of the Borough medical physician the disability or illness is not of sufficient severity to justify the employee's absence from duty.

4. When an employee does not report to the Borough physician without justification.

H. The recommendation of the Borough medical physician as well as those of the attending physician, as to the justification for the absence from duty on account of disability, light duty, illness or the fitness of the employee to remain at or return to duty shall be considered by the Borough Administrator. The Borough Administrator shall in such cases where there is a difference of professional opinion between the Borough physician and the employee's personal physician, require the employee to submit to an examination by a third doctor. The third doctor shall be chosen by the Borough and employee physician at the Employer's expense.

ARTICLE XX  
(continued)

Sick Leave

I. Sick leave shall not be allowed for ordinary dental care, nor for any other professional service that may be normally scheduled by the employee with his or her professional during the employee's regular time off. The utilization of sick leave for elective cosmetic medical procedures will not be considered if the procedure may be normally scheduled by the employee with his or her professional during the employee's regular time off.

J. If an employee is absent from work for reasons that entitle him/her to sick leave, the Borough Administrator or his designated representative shall be notified as early as possible, but not later than one-half (1/2) hour prior to the start of the scheduled work shift from which he/she is to be absent, except in the event of an emergency. Failure to so notify the Borough Administrator or his designated representative may be cause for denial of the use of sick leave for the absence and may constitute cause for disciplinary action after the second occurrence in a calendar year. An employee who is absent for five (5) consecutive days or more without reasonable justification and who does not notify the Borough Administrator or his designee will be subject to dismissal.

K. Habitual absenteeism or tardiness may be cause for discipline up to and including discharge.

ARTICLE XX  
(continued)

Sick Leave

L. Any employee who calls in sick and engages in outside employment without previously notifying the Borough Administrator or his designee may be subject to discipline including discharge. The Borough Administrator shall not be arbitrary and capricious in denying employment during the employee's work day.

M. Any employee who engages in outside employment while on sick leave shall previously advise the Borough Administrator or designee in writing of such employment. The Borough retains the right to utilize the employee for light duty.

N. In the event an employee shall leave work due to sickness after having reported for regular daily work, the time remaining on the employee's regular work day shall be charged to the employee as sick time to the nearest hour.

O. When an employee's employment is terminated for any reason whatsoever except for good cause and this employee is rehired within one (1) year, the employee shall be immediately credited with all prior accumulated sick leave, however, no sick leave shall be granted for the period the employee was not employed.

P. Upon request within two (2) working days, the Employer shall furnish to an employee a written record of

ARTICLE XX  
(continued)

Sick Leave

the employee's sick days used, sick days unused and total accumulated unused sick days.

Q. Employer may schedule medical examinations for all employees annually or more frequently if reasonably required, at the sole cost and expense of the Employer.

R. Unused sick days may be accumulated without limitation.

S. Employees hired after August 1, 1994 receive sick days as follows:

5 days - 0 to reaching 10 years  
10 days - 10 years to reaching 20 years  
14 days - 20 years and above

ARTICLE XXI

Accumulated Sick Time Payoff

A. Upon death or retirement, an employee shall be entitled to receive a lump sum payment as supplemental compensation, which sum shall be computed at the rate of one-sixth (1/6) of the employee's daily rate of pay for each day earned and unused accumulated sick leave.

B. The maximum accumulated sick time pay off for sick leave accruing subsequent to January 1, 1978 may not exceed the sum of Two Thousand Five Hundred Dollars (\$2,500) for each employee.

C. The employee has the option to buy out annual accrued sick time at the ratio of one (1) day's pay for each six (6) days accrued. Any employee electing to utilize this buy-out must notify their department head no later than November 15th of each year. When an employee exercises the option under this paragraph, the employee waives the right to include the six (6) or more days for future use as sick leave or for payout at retirement under this Article.

ARTICLE XXII

Provisional Appointments

Pending the establishment of an appropriate employment list, vacancies may be filled by provisional appointments. Such appointment shall not exceed six (6) months unless extended by resolution of the Employer. Such appointment shall terminate when an appointment is made from the appropriate, eligible employment list.

ARTICLE XXIII

Injury Leave

A. All time lost due to work-related injury or illness shall not be chargeable to sick leave. Upon written application and verification by the Department Head within five (5) working days, the Employer shall grant a leave of absence with pay from the date of injury to any employee disabled by injury or illness as a result of or arising from his or her employment.

B. Any employee on injury leave shall immediately apply for and pay to the Employer all temporary disability payments received pursuant to the Worker's Compensation statutes of New Jersey.

C. The Employer shall continue to compensate the injured employee his or her full pay until the employee is able to return to work, but such leave with full pay shall not exceed one (1) year.

D. In the event the Employer disputes the injury leave, and full compensation is not paid to the employee, the employee may elect to use any accumulated sick leave, personal leave, vacation leave, or any other leave while he or she is unable to return to employment, and may apply for a leave without pay pursuant to Article XVII.

ARTICLE XXIII  
(continued)

Injury Leave

E. In the event it is determined by a court that the employee is entitled to Worker's Compensation benefits, then the Employer shall immediately pay to the employee all full compensation from the date of the injury, (less any temporary disability benefits) and shall return to the employee credit for any sick leave, personal leave, vacation leave or other leave taken by the employee. In the event it is similarly determined that the injury or illness is not work related, any payments made pursuant to subparagraph A shall be reimbursed to the Employer.

F. Subject to the provisions of subparagraph E., all payments made by the Employer to the disabled employee shall terminate simultaneously with the termination of temporary disability benefits being made directly to the employee by the Worker's Compensation insurance carrier or at such time as a duly licensed physician, after examining the employee at the Employer's direction, certifies that the employee is able to resume work, subject to Article XX (H).

G. Employees who are injured, whether slightly or severely while working, must make an immediate report within eight (8) hours thereof to the Borough Administrator or his designee.



ARTICLE XXIII  
(continued)

Injury Leave

H. The employee upon request of the Borough Administrator shall submit periodic status reports from his physician.

I. Any employee who is on paid injury leave who engages in outside employment without the written permission of the Borough Administrator or his designee shall be subject to discipline up to and including discharge.

ARTICLE XXIV

Terminal Leave

A. All employees who retire after having completed ten (10) years service with the Employer, who have reached normal retirement age, and whose application for retirement benefits has been approved by the New Jersey State Division of Pensions, shall be entitled to a terminal leave with pay from the Employer on the following basis:

1. For the first ten (10) years of service, twenty (20) working days allowance;
2. For each additional year of service thereafter, two (2) working days allowance.

B. Terminal leave must be used prior to an employee's effective date of retirement. If the terminal leave shall carry over into a new calendar year, said employee shall be entitled solely to the benefits earned, including rate of pay, or acquired prior to the time that terminal leave commenced.

C. Terminal leave shall be in addition to normal vacation benefits.

ARTICLE XXV

Severance Pay

All full time employees shall receive a severance pay of two (2) weeks upon their employment being terminated for any reason, except just cause, by the Employer.

ARTICLE XXVI

Vacations

A. All full time employees shall be granted vacation leave based upon the following schedule:

<u>COMPLETED YEARS OF SERVICE</u>	<u>AMOUNT OF VACATION DURING EACH YEAR OF SERVICE</u>
Six months but not less than one year	Three working days plus one additional day for each three months of service in excess of six months of service
One year	10 working days
Five years	15 working days
Ten years	20 working days
Fifteen years	25 working days

B. In determining all vacation leave the employee's years of service prior to the adoption of the above vacation schedule shall be credited.

C. All vacation leave for one (1) year may be taken consecutively, up to two (2) weeks, provided the employee gives to the Employer sixty (60) days prior written notice. All vacation leave for one (1) year, beyond the first two (2) weeks shall be scheduled at the mutual agreement of the Department Head and the employee, except that on the 5th, 10th, 15th, 20th and every 5th anniversary year thereafter, the employee shall be entitled to take all vacation leave consecutively except accumulated vacation without the approval of the Department Head.

ARTICLE XXVI  
(continued)  
Vacations

D. Vacation schedules shall be accomplished by department. All employees shall advise their department heads of their first or second choice for vacation and the employer shall post a vacation list by the close of the second week of each January. Conflicts shall be determined by seniority. Employees will not be permitted to take single vacation days without the written permission of the employer.

E. In the event an official holiday falls during an employee's vacation, he or she shall be entitled to an additional vacation day.

F. Employees may elect to be paid in advance for vacation time provided fourteen (14) days prior written request is given to the Employer's treasurer. Payment shall be made on the last working day prior to the vacation.

G. Any employee may make written request to the Employer prior to September 15 of any year for monetary compensation, on a straight time basis, in lieu of the taking of vacation. The Employer, at its sole discretion, may grant a request and if granted the employee shall receive such compensation on the last pay period of the calendar. An answer to such request shall be given by the Employer no later than the second Council meeting following said request.

H. Employees hired after August 1, 1994 shall receive paid vacation days as follows:

- Years 1 through 9 - 10 days
- Years 10 through 14 - 15 days
- Years 15 through 19 - 20 days
- Years 20 and above - 25 days

ARTICLE XXVII

Discrimination

The Employer is committed to basing judgments concerning employees solely on their qualifications, abilities and performance. No employee shall be discharged, demoted, disciplined, reassigned, transferred, or discriminated against because of age, sex, race, creed, color, ethnic background, political affiliation, union affiliation, lawful Association activity or non-Association activities. Any alleged discrimination may be pursued under the grievance and arbitration provisions of this Agreement.

ARTICLE XXVIII  
Grievance Procedure

A. 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 employment under this Agreement.

B. Nothing herein shall be construed as limiting the right of any employee to discuss the matter informally with any appropriate member of the department. Nothing contained herein shall prohibit the parties from raising a timeliness argument under this Article.

C. With regard to employees, the term "grievance" as used herein means an appeal by an individual employee or group of employees of the interpretation, application or violation of the negotiable terms and conditions of employment. With regard to the Borough, the term "grievance" as used herein means a complaint or controversy of the negotiable terms and conditions of employment.

D. 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.

ARTICLE XXVIII  
(continued)

Grievance Procedure

E. Procedure

1. Level One

An employee with a grievance should first file a written grievance with their immediate supervisor, either directly or through their Association Representative, with the objective of resolving the matter informally. The aggrieved shall have ten (10) working days to file a grievance at Level One after a situation arises or after he first learns of it or reasonably should have learned of it.

2. Level Two

Should no acceptable agreement be reached within five (5) days the grievance shall be submitted to the Borough Council or its designee, who will have five (5) days to render a decision in writing. The Borough will give written notification to the Association of its designee for purposes of this Grievance Procedure.

3. Level Three

Should no satisfactory decision be reached at Level Three or should no response be received within the specified number of days, the Association may submit the grievance to arbitration. Selection of an arbitrator shall be accomplished by utilizing the services of the New Jersey Public



ARTICLE XXVIII  
(continued)

Grievance Procedure

Employment Relations Commission (PERC). Both parties agree that the decision of the arbitrator shall be final and binding upon all parties. The cost of the arbitration, transcripts, and related expenses, exclusive of Association counsel and/or consultant, shall be borne equally by the employees' Association and the Borough. The arbitrator shall not change, limit or modify this Agreement.

F. Miscellaneous

1. All grievances must show the signature of the Association's designated grievance chairperson or President except where the grievant is representing himself.

2. All decision in the grievance procedure, except informal Level One, shall be in writing, setting forth the decision and the reason(s) therefore, and shall be submitted in accordance with Section C. of this Article.

3. All hearings and meetings in this procedure shall be confidential and not conducted in public.

4. Any aggrieved person may be represented at all levels of the grievance procedure by himself, or by a representative approved by the Association. Copies of any unofficial grievance submitted by an individual shall be

ARTICLE XXVIII  
(continued)

Grievance Procedure

forwarded by the Employer to the Association. When a grievant is not represented by the Association, the Association may be represented to offer its position and safeguard the integrity of the contract on all levels of the procedure. It shall be the responsibility of the Employer to inform the Association, in writing, in the event a grievance is filed by an individual acting without Association representation. This Agreement in no way limits the right of the individual to confer with his Employer on any matter of mutual concern. No such problem shall be remedied in such a manner as to be in conflict with or modify any provision of this Agreement.

5. Grievance hearings will be held at times and locations convenient to both parties.

6. Reference to days means working days unless otherwise stated.

7. If a grievance is filed as a result of action taken by the Council Designee, Mayor or Borough Council, Level One of the grievance procedure shall be the Borough Administrator.

ARTICLE XXVIII  
(continued)

Grievance Procedure

8. The parties may direct the arbitrator to decide, as a preliminary question, whether he or she has jurisdiction to hear and decide the matter in dispute.

9. Only one grievance at a time, unless a class grievance, may be submitted for consideration by a single arbitrator.

10. The arbitrator shall be bound by the provisions of this Agreement and by the Constitution and laws of the State of New Jersey, and shall be restricted to the application of the facts presented to him involving the grievance.

ARTICLE XXIX

No Unilateral Changes

The Borough agrees that there shall be no unilateral changes in the terms and conditions of this Agreement or in any other terms and conditions as may affect those covered by this Agreement.

ARTICLE XXX

Qualifications for Appointment

A. Original appointments to vacancies shall be based upon merit, which shall be determined by competitive examination insofar as practicable. Such competitive examinations may be waived by the Employer if in its judgment it will be in the best interest of the Borough to do so. Examinations may not include inquiry into the political or religious affiliation or the race or sex of any candidate. Employer may require competitive written examinations, or may conduct oral interviews of a designated number of applicants and may permit or direct that said interviews be attended by members of the department for which applicant has applied. If required, an examination for initial appointment may be oral, written or performance, psychiatric, physical or any combination thereof. The type and extent of examinations shall be determined by the Employer in its sole discretion. Every job applicant shall be required to submit to a physical examination by the Employer's designated physician and to be fingerprinted. No job applicant shall commence work in any capacity unless such medical report is satisfactory and approved by the Employer.

B. Applicants shall apply on forms provided by the Employer and designed to obtain pertinent information concerning the applicant's education, training, experience, character and other factors necessary to determine his or her fitness and qualifications for employment.

ARTICLE XXXI

Examinations

A. If required, examinations shall be given in such convenient places and at such times as to attract qualified candidates and adequate notice shall be given to all qualified applicants. In addition, all vacancies shall be posted in writing by the Employer for a period of one (1) week at least in the Borough Personnel Director's Office and be given to the appropriate Department Head who shall post same.

B. Candidates who qualify for appointments through the examination procedure shall be placed on a list for the appropriate classification title and the rank order of the grades they obtained on the examination.

C. Each candidate shall be entitled to obtain his or her examination results.

D. If the management decides to fill a permanent vacancy below the level of Supervisor not caused by vacations, illness, leave or similar reason, a written notice of the opening, indicating the position, rate and necessary qualifications shall be posted on the bulletin board for a period not to exceed six (6) working days. Any employee may signify to the Management in writing during that period an interest in being considered for the opening.

ARTICLE XXXII

Breaks

Each employee shall be entitled to one (1) ten (10) minute break for each half-day period of work (morning and afternoon shall be considered a half-day period of work and equivalent periods for second and third shifts, shall also be considered half-day periods of work). In addition, each blue collar employee shall be entitled to a five (5) minute washup period at the end of each scheduled work period.

ARTICLE XXXIII

Political Office

Employees shall not engage in any political activities nor seek or accept nomination or election to any municipal office or the board of education during working hours or on the Employer's property without first obtaining a leave of absence. Any employee elected as a member of the governing body shall be granted a leave of absence without pay for the term to which he or she has been elected.



ARTICLE XXXIV

Rights and Privileges of the Association

A. The Employer agrees to make available to the Association within a reasonable time all existing public information concerning the Borough of South River, including but not being limited to the financial statements, debt statements and annual audit report, annual budgets, which may be relevant to contract negotiations or to process any grievance, unfair practice charge, arbitration or complaint. All such information shall be updated upon request. All requests shall be made through the Borough Administrator.

B. Whenever any representative of the Association or any employee is required by the Employer or the Association to participate during working hours in contract negotiations, grievance procedures, arbitration hearings, unfair practice charges, or other formal PERC hearings or PERC pre-hearing conferences, the employee shall suffer no loss in pay.

C. The Borough shall provide space for Association bulletin boards.

D. Such bulletin board space shall be used by the Association for posting of notices and bulletins pertaining to union business and activities only.

ARTICLE XXXIV  
(continued)

Rights and Privileges of the Association

E. No matter may be posted by an employee without receiving the express permission of the officially designated Association Representative.

F. The Association President shall have the option of being accompanied by any designated Association member he/she selects when asked to meet with the Employer or its representatives on Association business. Such meetings shall be held at times convenient to the Association and the Borough.

ARTICLE XXXV

Personnel Files

A. Employees or an Association representative authorized in writing by the employee have the right to inspect and copy their individual personnel files upon request to the Employer during normal working hours. The Employer agrees that all personnel files shall be confidential and maintained in the office of the Borough Administrator and that no other official personnel files shall be maintained by any other representative of the Employer. Such records shall include dates of appointments and promotions, job titles, salaries, recommendations, disciplinary actions, leaves taken or accumulated. Employees have the right to define, explain, or object in writing to any material found in the personnel file and such writing, submitted within fifteen (15) calendar days of employee receipt of such material, shall become a permanent part of the employee's file. An employee shall promptly receive a copy of any derogatory or disciplinary document or comment placed in his or her personnel file.

B. Each bargaining unit member shall have the right to have placed in their personnel file any positive evaluation, commendation or any note or letter of a complimentary nature received in relation to their employment by the Borough of South River.

ARTICLE XXXVI

Employee Expenses

A. Authorized expenses incurred by an employee on the Employer's behalf shall be reimbursed by the Employer within thirty (30) days after the Employer's receipt of a voucher for the expense with an attached receipt, if possible.

B. Training, Travel and Professional Organization Dues

The Borough shall be responsible for all registration fees, sundry expenses, and release time for seminars, workshops, and lectures and/or other programs for Borough mandated professional improvement or maintenance of required professional certification. Non-required seminars, workshops, and lectures shall be considered by the Borough Business Administrator for reimbursement at his sole discretion. Mileage, travel and other related expenses to and from such sessions shall be paid by the Borough. The mileage rate shall be the current IRS maximum.

C. Save Harmless

Employer agrees to indemnify and hold employees harmless from any liability which employees may incur arising out of performance of their duties pursuant to this contract. Employer further agrees to provide the employees with the necessary means for the defense of any action or legal proceeding arising out of or incidental to the performance of their duties, but not for his defense in any proceeding arising out of or commenced against the Borough of South River or any

ARTICLE XXXVI  
(continued)

Employee Expenses

instrumentality thereof, or other disciplinary proceeding instituted against him by the Employer or in any criminal proceeding instituted as a result of a complaint by the Employer. Said attorney retained by the employee under this Article shall be entitled to no more than the Borough Attorney's hourly rate as compensation.

ARTICLE XXXVII

Safety

A. The Employer agrees to promote the safety and adequacy of all working areas, equipment and tools provided for employee use and shall provide all necessary safety equipment.

B. It is further understood that employees will report all safety hazards and defects to their immediate supervisors, and also make written reports of all job-related accidents involving injury or damage of any persons or property. If the supervisor agrees that a hazard or defect exists, he shall inspect and correct such hazards or defects.

C. The Employer shall continue the existence of the safety committee which at all times shall consist of four (4) members, two (2) from the Association and two (2) from the Employer.

D. The safety committee shall meet to discuss any safety matters periodically and shall make recommendations regarding such matters.

E. Employees who fail to use Borough supplied safety equipment shall be subject to disciplinary action up to and including discharge.

ARTICLE XXXVIII

Meal Reimbursements

Any employee required to work through a supper or other meal hour shall be credited with a meal allowance of ten dollars (\$10.00) .

ARTICLE XXXIX

Transfers

If an employee is transferred or reassigned into another department, his or her service shall be considered continuous for all purposes of employment, including but not limited to promotion, seniority, layoff and vacation.



ARTICLE XL

Computation Errors

During the term of this Agreement , all computation errors shall be corrected within a reasonable time after discovery and notice to the Employer.

ARTICLE XLI

Temporary Work Assignment

In the absence of an appropriate list for the filling of a temporary position, vacancies may be filled temporarily by resolution of the Employer. Such temporary appointments shall have a maximum duration of twelve (12) months and no temporary appointment shall confer any tenure of office upon the employee. Employees assigned to fill higher level positions on a temporary basis shall be paid at the rate of the minimum of the higher level position.

ARTICLE XLII

Severability

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

ARTICLE XLIII

Shop Stewards

One day per month the Employer shall permit one (1) shop steward to leave his or her employment at 12:45 P.M. for the purpose of attending the monthly shop steward seminar held at the Institute for Labor and Management Relations at Rutgers University. The shop stewards attending these meetings shall suffer no loss of pay or other benefits. If the meeting is over by 3:00 P.M. he or she shall return to work within thirty (30) minutes.

ARTICLE XLIV

Reinstatement

When an employee is reinstated within two (2) years following a layoff to a position in the same classification, he or she shall enter the position at the same salary step as was received in the previous position. Service shall be considered continuous for the purposes of promotion, seniority, layoff and vacation, exclusive of the length of time during layoff.

ARTICLE XLVII

Clothing and Uniforms

A. Effective January 1, 1995 Sewer and Water Treatment operators shall receive the sum of \$325 per year as a clothing allowance and an additional \$75.00 per year allowance for shoes.

B. For the Streets and Roads Department, Sanitation Department and Recreation Department each employee shall receive an allowance of \$125.00 per year for shoes. The Borough agrees further to provide the Streets and Roads employees with an annual clothing allowance of \$285.00. Meter readers and office personnel shall receive an annual clothing maintenance allowance of \$225 per year. Commencing in 1995 custodians shall receive an allowance of \$225.00 per year.

C. Clothing destroyed or damaged by the negligence of the employee shall be replaced by the employee at his own expense.

D. Any employee will be sent home without pay if he reports to work not in his uniform without reasonable cause.

E. Clothing Allowance shall be prorated during an employee's first and last year of service.

ARTICLE XLVIII

Discipline

A. Any suspension, fine, demotion or disciplinary action taken against any employee shall be subject to the grievance procedure and arbitration procedure provided for in this Agreement, in addition to any other remedy prescribed by law.

B. No employee shall be reprimanded, disciplined or reduced in rank or compensation without just cause.

ARTICLE XLIX

Supervisory Positions

Immediately upon assignment and assumption of any of the positions of superintendent in any department covered by this Agreement, the employee filling this supervisory position shall be paid a pay differential of an additional one dollar (\$1.00) per hour for each hour performed in any of the positions of superintendent.



ARTICLE L

Management Rights

The Employer hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties, and responsibilities, conferred upon and vested in it by the laws and Constitution of the State of New Jersey and of the United States, from time to time as amended, including, but without limiting the generality of the foregoing, the following rights:

1. The executive management and administrative control of the Borough Government, and its properties and facilities.

2. To decide the number of employees needed for any particular time except where questions of employee safety are involved, and to be in sole charge of the quality and quantity of the work required.

3. To hire all employees, whether permanent, temporary, or seasonal, to promote or retain employees in positions with the Employer.

4. To set rates of pay for temporary and seasonal employees.

5. To suspend, demote, discharge, or take any other appropriate disciplinary actions against any employee for good and just cause according to law.

6. Nothing contained herein shall prohibit the Employer from contracting out any work.

ARTICLE LI

Probationary Period

All employees hired during the term of this Agreement shall serve a probationary period of six (6) months. During this probationary period, the Borough reserves the right to terminate a probationary employee for any reason. An employee so terminated shall not have recourse through the grievance procedure set forth in this Agreement.

ARTICLE LII

Savings Provision

It is mutually understood and agreed that all benefits currently enjoyed by employees shall remain in full force and effect and become a part of this Agreement.

ARTICLE LIII

Fully Bargained Agreement

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

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

SCHEDULE A

WATER AND SEWER DEPARTMENT

Lead Man  
Equipment Operator  
Maintenance Man  
Water Operator

STREETS AND ROADS DEPARTMENT

Lead Man  
Heavy Equipment Operator  
Truck Driver  
Mechanic  
Laborer "A"

STREET CLEANING DEPARTMENT

Heavy Equipment Operator

SANITATION DEPARTMENT

Lead Man  
Garbage Truck Driver  
Laborer "A"

CLERICAL, MISCELLANEOUS

Finance Clerk  
Computer Technician  
Accountant  
Meter Reader  
Custodian  
Tax Assessor Clerk  
Tax Collector Clerk  
Deputy Clerk  
Police Department Secretary  
Police Department Clerk Typist  
Building Department Secretary  
Public Works Secretary  
Utility Mechanic

RECREATION DEPARTMENT

Head Maintenance Man  
Maintenance Man

ARTICLE LIV

Duration of Agreement

A. This Agreement shall be for a two (2) year term commencing January 1, 1994 and concluding December 31, 1995.

B. All of the provisions of this Agreement shall remain in full force and effect until a successor Agreement is executed.

C. Payment of retroactive wage increases shall be made as soon as practicable after the signing of the Agreement.

FOR THE INDEPENDENT SOUTH RIVER MUNICIPAL EMPLOYEE ASSOCIATION;

Michael A. Lagana Jr.  
Carol Shearn

President, ISRMEA

Secretary, ISRMEA

Date: 10-5-94

FOR THE BOROUGH OF SOUTH RIVER:

Thomas J. Totc  
Albert M. Seaman

Thomas J. Totc, Mayor

Albert M. Seaman, Borough Clerk

Date: 10-5-94

RESOLUTION

WHEREAS, the Governing Body has reached an Agreement with the Independent South River Municipal Employees Association with regard to a final negotiated settlement of a new contract for the years of 1994 through 1995 between the said union and the Borough of South River:

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of South River that the said agreement with the Independent South River Municipal Employees Association for the period of January 1, 1994, through December 31, 1995 is approved, a copy a which is annexed hereto.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute the same on behalf of the Borough of South River.

DATED: OCTOBER 5, 1994

/s/ \_\_\_\_\_  
Councilmember

/s/ \_\_\_\_\_  
Councilmember

CERTIFIED COPY OF THE ORIGINAL  
FILED IN THE OFFICE OF THE  
BOROUGH CLERK, SOUTH RIVER, N. J.

DATED: 10-6-94



ALBERT M. SEAMAN  
BOROUGH CLERK

Fin  
Bus. Adm.  
M. Razzano  
C. Shearn  
File