

AGREEMENT

Between

CLARK TOWNSHIP

and

UNION COUNCIL NO. 8, I.F.P.T.E., AFL-CIO

REPRESENTING WHITE COLLAR EMPLOYEES

EFFECTIVE January 1, 2005 through December 31, 2009

Union Council No. 8
I.F.P.T.E., AFL-CIO

APRUZZESE, McDERMOTT,
MASTRO & MURPHY
A Professional Corporation
25 Independence Boulevard
P.O. Box 112
Liberty Corner, N. J. 07938
(908) 580-1776

TABLE OF CONTENTS

<u>ARTICLE</u>	<u>DESCRIPTION</u>	<u>PAGE NO.</u>
Witnesseth		1
1	RECOGNITION	1
2	REPRESENTATION FEE	1
3	ASSOCIATION BUSINESS	3
4	MANAGEMENT RIGHTS	4
5	HOURS OF WORK	4
6	PAY PERIODS	5
7	SALARIES	5
8	OVERTIME	5
9	INCREMENTS/PROMOTIONS	6
10	LONGEVITY PROGRAM	7
11	VACATIONS	7
12	HOLIDAYS	8
13	PERSONAL LEAVE DAYS	8
14	SICK LEAVE, LEAVE OF ABSENCE AND OTHER LEAVE; FLEX TIME	9
15	MISCELLANEOUS BENEFITS	13
16	MEDICAL BENEFITS TO RETIRED MEMBERS	15
17	INOCULATION	16
18	NON-DISCRIMINATION	16

18	GRIEVANCE PROCEDURE	16
19	MAINTENANCE OF WORK OPERATIONS	17
20	SAVINGS CLAUSE	18
21	RETENTION OF BENEFITS	18
22	CLOTHING ALLOWANCE	18
23	CIVIL SERVICE RULES	19
24	JOB VACANCY, EMPLOYMENT LEVELS	19
25	DURATION	20

THIS AGREEMENT made and entered into this day of 2006, effective January 1, 2005, by and between THE TOWNSHIP OF CLARK, a Municipal Corporation of the State of New Jersey (hereinafter known and designated as the Employer) and UNION COUNCIL NO. 8, I.F.P.T.E., AFL-CIO (hereinafter known and designated as the Association).

WITNESSETH:

WHEREAS, it is the purpose of this Agreement to prescribe the legitimate rights of those Municipal Employees recognized as being represented by the Association and to provide orderly and peaceful procedures for presenting employee grievances and proposals, and to protect the rights of the public in the Township of Clark;

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

ARTICLE 1

RECOGNITION

The Employer hereby recognizes Union Council No. 8, I.F.P.T.E., AFL-CIO as the exclusive representative for the clerical and secretarial employees, sanitary inspector, building maintenance employees and police records clerk working for the Township of Clark, but excluding all managerial executives, confidential employees, supervisory employees within the meaning of the Act, police officers, craft employees, secretary to the mayor and secretary to the Business Administrator, all division and department heads, communications operators and all other employees employed by the Township of Clark.

ARTICLE 2

REPRESENTATION FEE

a. Notice and Amount of Fee

If an employee in the bargaining unit is not a member of the Association during the term of this Agreement, and during the period, if any, between successive Agreements, such employee shall be required to pay a representation fee to the Association during such term of period. The purpose of the representation fee is to provide for payment to the Association of a fee in lieu of dues for services rendered by the Association, and thereby to offset the cost of services rendered by the Association as majority representative. In order to adequately offset the cost of services rendered by the Association, the representation fee shall be 85% of the amount of the regular membership dues, initiation fees and assessments charged by the Association to its own members.

The Employer shall submit an up-to-date list of all employees in the unit to the Association at least once each month. The Employer shall advise the Association of any new hires within fourteen (14) days of said employee's hiring. The Association shall submit to the Employer a list of those employees in the unit who are not members of the Association. The Employer shall deduct from the salary of such employee in accordance with "b" below, the full amount of the representation fee and shall transmit promptly the amount so deducted to the Association. The Association shall notify the Employer in writing of any changes in the list and/or the amount of the representation fee, and such changes shall be reflected in any deduction made.

b. Payroll Deduction Schedule

The Employer shall deduct a representation fee in equal installments as nearly as possible, from the paychecks paid to each employee on the aforesaid list during the membership

period fixed by the Association. The deductions will begin with the first paycheck paid ten days after the receipt of the aforesaid list by the Employer or 30 (thirty) days after the employee begins his/her employment in the bargaining unit position) and every pay check thereafter except where the employee is continued in the employ of the Employer in a non-bargaining unit position or is on layoff, in which event the deductions will begin with the first paycheck paid 10 (ten) days after the resumption of the employee's employment in a bargaining unit position. Except as otherwise provided herein, the mechanics for the deduction of representation fees and the transmission of such fees to the Association will, as nearly as possible, be the same as those used for the deduction and transmission of regular membership dues paid to the Association by payroll deduction.

c. Purpose of Article

The purpose of this Article is to provide for payment of representation fees as set forth in Chapter 477 P.L. 1979 of New Jersey or any amendments thereto, and anything herein which may be inconsistent with said law shall be deemed to be changed to conform with said law. The Association has represented that it has established a "demand and return" system pursuant to the foregoing law, which is available to employees who pay the representation fee.

ARTICLE 3

ASSOCIATION BUSINESS

Section 1. The Association shall advise the Employer in writing of the names of its representatives.

Section 2. The Association shall neither solicit members nor conduct any business on Employer's property during Employer assigned working schedules of either the representatives of the Association or the employee involved, except for the following:

a. Collective bargaining

b. Time spent conferring with management or employees on specific grievances as specified in the Grievance Procedure, provided that there shall be no unreasonable interference with work assignments and in the event of a conflict the work assignment shall have priority.

Section 3. When an authorized representative is excused from assigned duties, the representative shall:

- a. Arrange with his/her supervisor to leave work;
- b. Notify the supervisor of any employee facility or job location visited on arrival;
- c. Notify the supervisor of return to the job;
- d. Record his time out and time in with his/her supervisor upon leaving and returning to the job.

ARTICLE 4

MANAGEMENT RIGHTS

The Association recognizes that there are certain functions, responsibilities and management rights exclusively reserved to the Employer. All of the rights, powers, prerogatives and authority possessed by the Employer prior to the signing of this Agreement are retained exclusively by the Employer subject only to such limitations as specifically provided in this Agreement.

ARTICLE 5.

HOURS OF WORK

Section 1. The established hours of work for all employees (except as otherwise herein expressly provided) shall be thirty-five (35) hours in a workweek of five (5) days, beginning Monday and terminating on Friday. Each day's work shall begin at 8:30 a.m. and terminate at 4:00 p.m. with a half hour (1/2 hour) lunch break.

Section 2. The workweek of the building maintenance employees of the Department of Public Works shall be 40 hours, except if otherwise directed by the Department Head.

ARTICLE 6

PAY PERIODS

The Township shall pay its employees on a bi-weekly payroll schedule of twenty-six (26) times annually. Each payroll period shall consist of ten (10) working days, so that the bi-weekly rate of pay of each employee shall be 1/26th of the employee's annual salary. In a year in which 27 pay periods shall occur, the bi-weekly rate of pay of each employee shall be 1/27th of the annual salary. All newly hired employees will be paid one week in arrears.

ARTICLE 7

SALARIES

Section 1. There shall be general wage increases for employees covered hereunder as follows:

Effective January 1, 2005 – 3.5%
Effective January 1, 2006 – 3.25%
Effective January 1, 2007 – 3%
Effective January 1, 2008 – 3.25%
Effective January 1, 2009 – 3.5%

Section 2. Effective January 1, 2006 and for each year thereafter remaining on the contract there shall be a \$550.00 increase to the maximum salary range for the titles of Senior Permit Clerk Typist, Senior Assessing Clerk, Senior Building Maintenance Worker, and Senior Police Records Clerk; and the principal level for all four titles will be eliminated. Accordingly, the total increase to the senior level of those four titles will be \$2200.00 (\$550 x 4 adjustments) by January 1, 2009.

ARTICLE 8

OVERTIME

Section 1. All employees shall be compensated for overtime work when such compensation has been authorized in the municipal budget and approved by the employee's department head or authorized designee and the Business Administrator.

Section 2. In place of payment of overtime, an employee may be granted leave with pay as compensation for overtime work. This leave shall be calculated on a time and one-half (1 ½) basis. Such request must be approved by the employee's department head. There shall be a cap of 100 hours on the amount of compensatory time that may be accumulated and such time must be used within twelve (12) months of when it was earned. Once an employee elects to be paid by compensatory time for overtime worked, the payment must be taken in compensatory time and will not be paid in cash.

Section 3. When an employee is summoned to work in an emergency by his/her director or department head (emergency shall be defined as an unforeseen combination of circumstances which calls for immediate action), the employee shall be credited with a minimum of four (4) hours time at the rate of time and one-half (1 ½) on weekdays and Saturdays, and at the rate of double time on Sundays (12:01 to 12 midnight).

ARTICLE 9

INCREMENTS/PROMOTIONS

Section 1. Increases of \$550.00 shall be paid to employees on their anniversary date of hire until they reach the maximum salary.

Section 2. Each employee receiving a promotion shall receive a \$500 increment added to his/her base salary.

ARTICLE 10

LONGEVITY PROGRAM

Any employee hired after January 1, 1991, shall not be eligible for the longevity program.

Each employee hired prior to January 1, 1991 who completes five (5) years of continuous uninterrupted service shall become eligible for longevity payment computed as follows:

a. For each five (5) year period of service as outlined above, each employee of the Township shall receive the following in addition to the current annual salary:

After 5 continuous years	\$ 500.00
After 10 continuous years	1,000.00
After 15 continuous years	1,500.00
After 20 continuous years	2,000.00
After 25 continuous years	2,500.00

b. The effective date as to eligibility for longevity shall be the anniversary date of the individual's employment by the Township of Clark and the amount shall be as set forth above.

ARTICLE 11

VACATIONS

Section 1. All employees shall be entitled to the following vacation period with pay:

Less than one (1) year	One (1) day for each full month
One (1) year to five (5) years	Twelve (12) working days
Six (6) to ten (10) years	Seventeen (17) working days
Eleven (11) to twenty (20) years	Twenty-three (23) working days
Twenty-one (21) + years	Twenty-seven (27) working days

Section 2. If any vacation, or part of it, cannot be taken in the calendar year when earned because of the workload in the department, the same can be taken in the following year with the consent of the department head, which consent shall not be unreasonably withheld, but such accumulated vacation days may not be extended beyond the second year.

Section 3. Any employee whose employment has terminated for any reason except retirement, shall have his/her vacation prorated on a monthly basis in the year of termination.

ARTICLE 12

HOLIDAYS

Section 1. The employees covered hereunder shall receive the following thirteen (13) official holidays per year:

New Years Day	Memorial Day	Thanksgiving Day
Martin Luther King's Birthday	Independence Day	Day after Thanksgiving
Lincoln's Birthday	Labor Day	Christmas Day
Presidents' Day	Columbus Day	
Good Friday	Veterans' Day	

Should any of the listed holidays fall on a Saturday, the preceding Friday shall be considered the holiday and paid accordingly. Should any of the listed holidays fall on a Sunday it shall be celebrated Monday and paid accordingly.

Section 2. If a listed holiday falls during an employee's vacation period or extended sick leave, such employee shall receive an additional day's vacation or an additional sick day.

Section 3. Any additional time off shall be established by proclamation of the Mayor.

ARTICLE 13

PERSONAL LEAVE DAYS

Section 1. Employees are entitled to two (2) days leave with pay for personal business except an employee shall receive one (1) personal day for each six (6) months of

employment in the year of hire or the year of termination. Effective January 1, 2006 all employees covered by this Agreement who have completed ten years of service with the Township of Clark shall be entitled to a third personal day. The granting of personal days off shall be for personal business. Where possible, request for leave shall be asked for and obtained in advance of the required date or dates from the employee's department head. Personal leave days must be used in the one (1) year period and shall not be cumulative year to year.

ARTICLE 14

SICK LEAVE, LEAVE OF ABSENCE AND OTHER LEAVE; FLEX TIME

Section 1. – Sick Leave

Sick leave is hereby defined to mean absence from post of duty of an employee because of illness, accident, exposure to contagious disease, attendance upon a member of the employee's immediate family seriously ill requiring the care and attendance of such employee, or absence caused by death in the immediate family of such employee. A certificate of a reputable physician in attendance shall be required as sufficient proof of need of leave of absence of the employee or the need of the employee's attendance upon a member of the employee's immediate family. In case of leave of absence due to contagious disease a certificate from the Department of Health shall be required. In case of death in the family of the employee, any reasonable proof required by the department head shall be sufficient. The term "immediate family" is limited to the employee's spouse, a child, a grandchild, his parents, or grandparents, brothers or sisters or to a relative who is part of the household.

Employees are entitled to one (1) sick leave day with pay for each month of service from the date of appointment to December 31st of that year. Thereafter, fifteen (15) days of paid sick leave are granted in each calendar year, except any employee whose employment is terminated

for any reason except retirement shall have his/her sick leave prorated in the year of termination at the rate of one and one-quarter (1 ¼) days per month, not to exceed fifteen (15) days.

All certified full-time employees hired subsequent to November 1, 1981, shall accumulate unused sick leave to a maximum of \$6,000.00, which shall be redeemable at retirement. Effective January 1, 2006, the maximum redeemable amount of unused sick leave at retirement shall be \$6,500.00 and effective January 1, 2007 the maximum shall be \$7,500.00.

In the event the employee's illness causes his absence from work for three (3) consecutive days, the Business Administrator may require that a physician's certificate be filed with his office on the fourth (4th) day at the expense of the employee.

Any employee expending a total of more than five (5) days of sick leave in any year may be required to produce a doctor's note at his/her expense. Such employee may also be required to submit to a physical examination by a medical doctor or any other physician selected by the Business Administrator at the expense of the Employer. A report of such examination on forms provided by the Business Administrator and signed by the physician, shall be furnished to the Business Administrator by the employee forthwith. (Included would be such a leave extending from December into January of the following year).

The employee or a member of his family must telephone Police Headquarters or any other individual designated by the Department Head at least an hour before the employee's starting time to advise that the employee cannot report to work. This practice shall be followed each day through the third (3rd) day, at which time a doctor's certificate on forms provided by the Business Administrator will be required together with a statement from the doctor as to the expected length of time the absence will continue.

During a period of disability employees may elect, if they so desire, to first utilize all or any part of their accumulated sick leave. In the absence of such elections, leaves of absence

provided by this Article will not affect in any manner whatsoever the accumulated sick leave of the disabled employee.

Where a disability work-connected injury is sustained and causes an extended absence, the Township Council may adopt a resolution granting the injured employee up to one-year leave of absence with pay. If and when such action is taken, the employee shall not be charged with sick leave time beyond that in at the time of the disability.

In the event of such action, the employee must agree in writing to reimburse the Township for payments he may receive as Workers' Compensation, insurance benefits or from any settlement or judgment paid to the employee by a person or corporation held responsible for such injury.

Section 2. – Maternity Leave

In the event of a leave of absence due to pregnancy, the employee shall inform the employer, in writing, of the date the employee will begin her maternity leave and the date the employee shall provide medical certification of her condition.

Section 3. – Military Leave

Any full-time employee, who is a member of the National Guard or a reserve unit 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 with pay for the period of such training. Such paid leave of absence shall not affect vacation entitlement.

When a full-time employee has been called to active duty or inducted into the military or naval forces of the United States, the employee shall be granted an indefinite leave of absence, without pay, for the duration of such military service. Each such employee must be reinstated, without loss of privileges or seniority, provided he/she reports for duty with the Township within ninety (90) days following the employee's honorable discharge from military service.

Section 5. – Leave Because of Death in the Family

Leave with pay, not exceeding five (5) days, shall be granted by the Department Head, with the approval of the Business Administrator, to any employee in the event of a death in his/her “immediate family”. The term “immediate family” for all the purposes of this Section shall include only the employee’s spouse, child, grandchild, mother or father.

Leave with pay, not exceeding three (3) days, shall be granted by the Department, with the approval of the Business Administrator, to any employee in the event of a death of a grandparent, brother or sister; and in the event of a death of the parent or grandparent, brother or sister of his/her spouse, or other person who is a member of his/her household.

Section 6. – Leave Without Pay

Leave without pay shall be granted only when the employee has used his/her accumulated sick leave in the case of illness. In the event leave without pay is requested for reasons other than illness an employee must have used his/her vacation leave. Written request for leave without pay must be signed by the employee, endorsed by the Department Head, and approved by the Business Administrator before becoming effective.

Such leave, except for military leave without pay, shall not be approved for a period longer than six months at one time. The Business Administrator with the Department Head’s consent may extend such leave for an additional six (6) months or any portion thereof.

A request for any type of leave, except sick leave or because of a death in the family, shall be made ten (10) days in advance to permit engaging a substitute for the particular position held by the applicant.

Section 7. – Flex Time

Provides the employee with the opportunity to start work early or stay late to make up time for short periods of absence, during regularly scheduled working hours, for personal business without having to use personal, sick or vacation time hours.

If and when such time is needed, the employee must obtain prior approval from their Department Head, as well as the Business Administrator, before becoming effective.

ARTICLE 15

MISCELLANEOUS BENEFITS

The following are the recognized Medical/Dental Benefits Program: New Jersey State Health Benefit Plan which consists of Traditional, New Jersey Plus and 6 HMO options. The parties agree that the Township has the right to change insurance carriers provided that any new insurance carrier supplies substantially equivalent coverage.

The following benefits shall also be provided by the Employer:

1. Group Life Insurance - \$10,000.00
2. Group Accident Insurance:
 - (a) Indemnities for Death, Dismemberment and Loss of Sight – Accidents (employees only)
 - (b) Maintenance of existing disability insurance for all fulltime employees.
 - (c) Major Medical Expense Benefits in accordance with New Jersey State Health Benefit Plan.

All benefits enumerated in this Article shall be provided by the Employer, at no cost to the employee.

3. Dental Plan – The Township shall continue the current Dental Insurance Plan which includes a deductible of twenty-five (\$25.00) dollars per person and seventy-five (\$75.00) dollars per family.

4. Prescription Plan – The Prescription Insurance benefit shall continue to provide a co-pay of five (\$5.00) dollars for generic drugs and ten (\$10.00) dollars for brand name except where no generic substitute exists the five (\$5.00) dollar co-pay will apply.

(a) If an employee does not wish to be covered by the medical prescription and/or dental insurance programs and furnishes proof of substitute coverage through spouse's employment or other equivalent plan, the employee shall be permitted to opt out of participation in any one combination or all of the insurance programs. The employee shall opt out using such forms and/or procedures as established by the Business Administrator. In exchange for such non-participation the employee shall be entitled to receive, in December of each year, the sums set forth in Section b. hereof prorated for the number of months during the preceding year that the employee did not participate in the insurance plan. The employee may opt out of the insurance plans at any time, but may not rejoin until the next annual open enrollment period. Should the employee's substitute coverage lapse between the time the employee opts out of the Township Insurance Plan or plans and the next open enrollment, the Township shall pay the cost (up to an amount equivalent to the Township's standard plan) of continuing substitute coverage under the COBRA provisions until the next open enrollment.

(b) Employee cash entitlement on an annual basis in exchange for non-participation in Township insurance programs:

MEDICAL INSURANCE only - \$3,000.00

MEDICAL AND PRESCRIPTION - \$4,000.00

5. The Township agrees to provide Group Setting for solicitation of eyeglass plan for employee, spouse and dependents. Employee to pay all premiums.

ARTICLE 16

MEDICAL BENEFITS TO RETIRED MEMBERS

Section 1. Effective commencing on January 1, 1984, an Association Member who retires in good standing, with at least twenty-five (25) years of continuous service, shall be covered for Blue Cross/Blue Shield, with Major Medical and Prescription Plan and Dental Coverage, at no cost to the member. Such coverage will continue until the retired member reaches age sixty-five (65).

After age sixty-five (65) a Medical/Dental Health Plan will be provided to supplement Medicare-Medicaid with coverage equal to pre-retirement agreement for employees with over 25 years of service. This benefit shall only apply to members and their spouses who retire after January 1, 1984 and shall not be retroactive to members presently retired. (The parties agree that the Township has the right to change insurance carriers and make such other changes as where agreed in Article 15 above.)

Section 2. In the event an employee who has completed at least twenty-five (25) years of service and is either killed in the line of duty or dies prior to retirement, the Township shall provide the employee's spouse and dependents with the same health/hospitalization benefits as those which would have been provided had the employee retired. The cost of said benefits shall be borne totally by the Township. Said coverage for the spouse shall continue until the age of sixty –five (65) and dependent coverage shall continue until age nineteen (19) or twenty-three (23) in the case of full time students.

ARTICLE 17

INOCULATION

Section 1. The Employer shall provide, at its expense, inoculation against influenza or any epidemic, if declared as such by the State Department of Health. This precautionary measure shall be performed by a physician selected by the Administration.

ARTICLE 18

NON-DISCRIMINATION

The Employer agrees that it will not discriminate against an employee because of activities as a member of the Association. There shall be no discrimination against any employee because of race, color, religious creed, national origin, political affiliation, sex or Union affiliation. The Association, or any of its agents, shall not intimidate or coerce employees into membership.

ARTICLE 19

GRIEVANCE PROCEDURE

Section 1. A grievance within the meaning of this Agreement shall be limited to any controversy or dispute arising between the parties hereto relating to any matter of wages, hours, and working conditions or any dispute between the parties involving interpretation or application of any provisions of this Agreement, exclusively.

Section 2. The purpose of this Article is to provide for the expeditious and mutually satisfactory settlement of grievances, and to that end, the following procedures shall be followed:

Step 1. An employee with a grievance shall first discuss it with his Department Head and/or supervisor directly and in the presence of a local Association representative for the purpose of resolving the matter informally. A grievance must be presented under the Grievance Procedure described herein within five (5) working days of the time that the employee knew of

the occurrence of the condition giving rise to the grievance. It is understood that time off the job, be it with or without pay, shall be counted as “working days” under Step 1 of the Grievance Procedure. If it is not presented within the aforementioned time period, it shall not thereafter be considered a grievance under this Agreement, unless reason satisfactory to the Employer is given in explanation of the failure to present the grievance within such time.

Step 2. If the aggrieved party is not satisfied with the disposition of his grievance at Step 1, or if no decision has been rendered within three (3) working days after presentation of that grievance at Step 1, the employee may file a grievance appeal in writing to the Business Administrator. A hearing on the grievance shall be held between the Business Administrator and the Association’s designated representative and the employee affected and any witnesses within seven (7) working days of the receipt of the grievance. The Business Administrator shall render a decision in writing within five (5) working days of the hearing.

Step 3. If the grievance is not satisfactorily resolved at Step 2, or if no decision is rendered within the time required as aforesaid, the Association may, within 30 days of the decision or the time required to render the decision, request the New Jersey State Board of Mediation to appoint an arbitrator who shall have full power to hear and determine the dispute and the arbitrator’s decision shall be final and binding on all parties.

The arbitrator shall have no authority to change, modify or amend the provisions of this Agreement. The cost of the arbitrator shall be shared equally by the parties.

ARTICLE 20

MAINTENANCE OF WORK OPERATIONS

There shall be no lockouts, strikes, work stoppages or slow downs of any kind during the life of the Agreement. No officer or representative of the Association shall authorize, institute or condone any such activity. No employee shall participate in any such activity. The Employer

shall have the right to take disciplinary action, including discharge, against any employee participating in a violation of the provisions of this Article.

ARTICLE 21

SAVINGS CLAUSE

In the event that any Federal or State Legislation, Governmental Regulation or Court decisions cause invalidation of any article or section of this Agreement, all other activities and sections not so invalidated shall remain in full force and effect.

ARTICLE 22

RETENTION OF BENEFITS

The Township agrees that all benefits, terms and conditions of employment relating to the status of members in Union Council No. 8, I.F.P.T.E., AFL-CIO, not covered by this Agreement, shall be maintained at not less than the highest standards in effect at the time of the commencement of the collective negotiations leading to the execution of this Agreement and as provided for in this Agreement.

ARTICLE 23

CLOTHING ALLOWANCE

Records Clerk in the Department of Police and all Building Maintenance Workers in the Division of Buildings and Grounds shall be provided with a clothing allowance of five hundred (\$500.00) dollars per year. Effective in calendar year 2006 and for each calendar year thereafter of the contract the clothing allowance shall be six hundred (\$600.00) dollars per year.

Any bargaining unit member entitled to a clothing allowance hereunder who is also eligible to receive a clothing allowance from the Township pursuant to any other position held by that member (such as Special Police Officer, Records Clerk, etc.) shall receive the higher of

the clothing allowances from the Township based on the attached schedule, but not the clothing allowance for both positions.

New employees will be provided with an initial uniform issue by the Township in the year of hire, and each calendar year thereafter shall receive the yearly clothing allowance as set forth above. Employees shall be permitted to wear vests in addition to the normal clothing permitted during the period of their shifts, provided that said vests are of the appropriate color and construction.

ARTICLE 24

CIVIL SERVICE RULES

The parties agree that all hiring, layoffs and separations shall be in accordance with the REVISED CIVIL SERVICE RULES FOR THE STATE OF NEW JERSEY as applicable to the Township and that the Civil Service Laws and rules shall be applicable to all employees.

ARTICLE 25

JOB VACANCY, EMPLOYMENT LEVELS

Section 1. In the event that a vacancy should occur in a bargaining unit position, the employer shall, when filling the vacancy, give preference to those employees on the payroll when the vacancy occurs.

Section 2. The employer desires to maintain employment as near to constant level as possible and in that regard it shall use its best efforts not to layoff any employees covered hereunder during the term of this Agreement by subcontracting or assignment of work performed by such employees to private, outside contractors. Both parties recognize, however, that the needs of the Employer and its effective operation may necessitate reassignment of personnel or the addition to or decrease from the workforce.

ARTICLE 26

DURATION

This Agreement shall be in effect from January 1, 2005 through December 31, 2009.

ATTEST:

TOWNSHIP OF CLARK

By: _____

By: _____

Salvatore Bonaccorso

ATTEST:

UNION COUNCIL NO. 8,
INTERNATIONAL FEDERATION OF
PROFESSIONAL AND TECHNICAL
ENGINEERS

PRESIDENT

INTERNATIONAL REPRESENTATIVE

Karen Bellamy Lewis

WHITE COLLAR EMPLOYEES:

117596

SCHEDULE A

	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>YEAR</u>
<u>CLERK TYPIST</u>	26,418	34,369	2005
	27,277	35,486	2006
	28,095	36,551	2007
	29,008	37,739	2008
	30,023	39,060	2009
<u>SENIOR CLERK TYPIST</u>	30,150	36,368	2005
	31,129	37,550	2006
	32,063	38,676	2007
	33,105	39,933	2008
	34,264	41,331	2009
<u>PRINCIPAL CLERK TYPIST</u>	34,407	44,759	2005
	35,525	46,213	2006
	36,590	47,600	2007
	37,780	49,147	2008
	39,102	50,867	2009
<hr/>			
<u>PERMIT CLERK TYPIST</u>	30,150	36,368	2005
	31,129	37,550	2006
	32,063	38,676	2007
	33,105	39,933	2008
	34,264	41,331	2009
<u>SENIOR PERMIT CLERK TYPIST</u>	34,407	44,759	2005
	35,525	46,213	2006
	36,590	47,600	2007
	37,780	49,147	2008
	39,102	50,867	2009
<hr/>			
<u>SENIOR CLERK TRANSCRIBER</u>	30,150	36,368	2005
	31,129	37,550	2006
	32,063	38,676	2007
	33,105	39,933	2008
	34,264	41,331	2009

<u>PRINCIPAL CLERK</u>			
<u>TRANSCRIBER</u>	34,407	44,759	2005
	35,525	46,213	2006
	36,590	47,600	2007
	37,780	49,147	2008
	39,102	50,867	2009

<u>ASSESSING CLERK</u>	27,893	36,368	2005
	28,800	37,550	2006
	29,664	38,676	2007
	30,628	39,933	2008
	31,700	41,331	2009

<u>SENIOR ASSESSING</u>			
<u>CLERK</u>	31,830	41,185	2005
	32,865	42,523	2006
	33,851	43,799	2007
	34,951	45,222	2008
	36,174	46,805	2009

<u>PURCHASING</u>			
<u>ASSISTANT</u>	30,175	38,781	2005
	31,156	40,042	2006
	32,091	41,243	2007
	33,134	42,584	2008
	34,293	44,074	2009

<u>SENIOR PURCHASING</u>			
<u>ASSISTANT</u>	34,437	44,227	2005
	35,556	45,664	2006
	36,622	47,034	2007
	37,813	48,562	2008
	39,136	50,262	2009

<u>PRINCIPAL PURCHASING</u>			
<u>ASSISTANT</u>	39,299	50,471	2005
	40,576	52,111	2006
	41,793	53,674	2007
	43,152	55,419	2008
	44,662	57,358	2009

<u>CASHIER TYPIST</u>	30,146	38,722	2005
	31,126	39,981	2006
	32,060	41,180	2007
	33,102	42,519	2008
	34,261	44,007	2009

<u>SENIOR CASHIER TYPIST</u>	34,401	44,189	2005
	35,519	45,625	2006
	36,585	46,994	2007
	37,774	48,522	2008
	39,096	50,220	2009

<u>PRINCIPAL CASHIER TYPIST</u>	39,299	50,427	2005
	40,576	52,066	2006
	41,793	53,628	2007
	43,152	55,371	2008
	44,662	57,309	2009

<u>DEPUTY MUNICIPAL ADMINISTRATOR</u>	30,150	39,221	2005
	31,129	40,496	2006
	32,063	41,711	2007
	33,105	43,067	2008
	34,264	44,574	2009

<u>ADMINISTRATIVE CLERK/TYPIST</u>	32,263	48,022	2005
	33,312	49,583	2006
	34,311	51,070	2007
	35,426	52,730	2008
	36,666	54,575	2009

<u>SENIOR ADMINIS- TRATIVE CLERK/TYPIST</u>	36,817	54,802	2005
	38,014	56,583	2006
	39,154	58,281	2007
	40,426	60,175	2008
	41,841	62,281	2009

<u>PRINCIPAL ADMINIS-</u> <u>TRATIVE CLERK/TYPIST</u>	42,014	62,539	2005
	43,379	64,571	2006
	44,681	66,508	2007
	46,133	68,670	2008
	47,747	71,073	2009

<u>ADMINISTRATIVE</u> <u>CLERK</u>	38,113	48,022	2005
	39,352	49,583	2006
	40,532	51,070	2007
	41,849	52,730	2008
	43,314	54,575	2009

<u>SENIOR ADMINIS-</u> <u>TRATIVE CLERK</u>	43,492	54,802	2005
	44,905	56,583	2006
	46,252	58,281	2007
	47,756	60,175	2008
	48,427	62,281	2009

<u>PRINCIPAL ADMINIS-</u> <u>TRATIVE CLERK</u>	49,631	62,539	2005
	51,244	64,571	2006
	52,782	66,508	2007
	54,497	68,670	2008
	56,405	71,073	2009

<u>ACCOUNTING CLERK</u>	27,893	36,056	2005
	28,800	37,228	2006
	29,664	38,345	2007
	30,628	39,591	2008
	31,700	40,977	2009

<u>SENIOR ACCOUNTING</u> <u>CLERK</u>	31,830	41,185	2005
	32,865	42,523	2006
	33,851	43,799	2007
	34,951	45,222	2008
	36,174	46,805	2009

<u>PRINCIPAL ACCOUNT- ING CLERK</u>	36,792	46,484	2005
	37,988	47,995	2006
	39,128	49,434	2007
	40,399	51,041	2008
	41,813	52,828	2009

<u>BUILDING MAINT- ENANCE</u>	27,988	36,204	2005
	28,898	37,381	2006
	29,765	38,502	2007
	30,732	39,754	2008
	31,808	41,145	2009

<u>SENIOR BUILDING MAINTENANCE</u>	31,939	36,977	2005
	32,977	38,179	2006
	33,966	39,325	2007
	35,070	40,603	2008
	36,298	42,024	2009

FOR THE FOLLOWING POSITIONS OF EMPLOYEES
HIRED AFTER 1/1/91

<u>POLICE RECORDS CLERK</u>	24,376	35,523	2005
	25,169	36,678	2006
	25,924	37,778	2007
	26,766	39,006	2008
	27,703	40,371	2009

<u>SENIOR POLICE RECORDS CLERK</u>	27,817	40,510	2005
	28,721	41,826	2006
	29,582	43,081	2007
	30,544	44,481	2008
	31,613	46,038	2009

<u>BUILDING MAINTENANCE P/T</u>	13.54/hr.	19.92/hr.	2005
	13.98/hr.	20.57/hr.	2006
	14.40/hr.	21.19/hr.	2007
	14.87/hr.	21.88/hr.	2008
	15.39/hr.	22.64/hr.	2009

<u>SANITARY INSPECTOR</u>	24.60/hr.	30.33/hr.	2005
	25.40/hr.	31.32/hr.	2006
	26.16/hr.	32.26/hr.	2007
	27.01/hr.	33.31/hr.	2008
	27.96/hr.	34.48/hr.	2009

<u>CLERK TYPIST P/T</u>	13.54/hr.	18.88/hr.	2005
	13.98/hr.	19.49/hr.	2006
	14.40/hr.	20.08/hr.	2007
	14.87/hr.	20.73/hr.	2008
	15.39/hr.	21.45/hr.	2009

Since the principal level of Permit Clerk Typist, Assessing Clerk, Police Records Clerk and Building Maintenance Worker is not recognized by the Department of Personnel, it is being eliminated, and the Maximum of the Senior Range for each of those titles as set forth above will be increased by \$550.00 for each remaining year of the contract starting in 2006. By the end of the contract (2009) this will result in a total increase to the maximum of these 4 titles of \$2200.00.

For any other position of employee hired after 1/1/91, the minimum salary for such position shall be negotiated between the Association and the Employer prior to the hiring of such employee. The Association and Employer agree to use as the basis for any such minimum salary negotiation, the 1991 minimum salary for that position of employees hired prior to 1/1/90.