

TOWNSHIP OF PEQUANNOCK

ORDINANCE NO. 2013-15

**AN ORDINANCE TO AMEND CHAPTER 029 ENTITLED,
"SALARIES AND PERSONNEL" OF THE CODE OF THE
TOWNSHIP OF PEQUANNOCK**

BE IT ORDAINED by the Township Council of the Township of Pequannock, County of Morris and State of New Jersey that Chapter 029 entitled, "Salaries and Personnel" is hereby amended to read as follows:

Section 1. Section 029.10 is hereby amended to read as follows

029.10 Paid Time Off.

A. Class I employees earn **cumulative paid time off** with pay for each full calendar month of service in accordance with the following schedule or as provided for in approved agreements:

Months of Continuous Service	Days of Paid Time Off Leave Earned*
1 - 48 months	1.83 days/month
49 - 108 months	2.25 days/month
109 - 192 months	2.67 days/month
193 - 228 months	2.75 days/month
229 - 240 months	2.83 days/month
241 - 252 months	2.92 days/month
253 - 264 months	3.00 days/month
265+ months	3.08 days/month

* Class II employees shall earn prorated **paid time off** with pay based on the above schedule. Prorating for Class II employees shall be determined by calculating the average work week during the prior twelve month period of, or from, the employment start date, whichever is lesser.

B. Earned **paid time off** may be taken only at such time as the employee's department head and the Township Manager may approve.

C. **Paid time off** may be taken in increments not less than one-half day as approved by the employee's department head and the Township Manager. A minimum of one week written notice is required to request **paid time off** in excess of two consecutive days. **Paid time off in excess of twenty-one (21) consecutive work days is prohibited in any twelve month time frame unless approved by the Township Manager.**

D. Any employee, who is terminated from the services of the Township for any cause, not involving moral turpitude, shall be paid for unused **paid time off** accumulated under this section at their then current rate of pay up to a maximum of thirty-five (35) days.

E. In case of death in the immediate family, a Class I, II or III employee shall be granted up to three (3) days bereavement leave. Immediate family shall be defined as the employee's spouse, child, stepchild, mother, father, brother or sister, father-in-law, mother-in-law, brother-in-law, or sister-in-law, maternal and paternal grandparents. In the event of a death in the immediate family in which extenuating circumstances exist, additional days may be granted by the Township Manager.

F. All vacation and sick leave benefit time accumulated prior to the enactment of this ordinance will be converted to paid time off.

Section 2. Section 029.11 is hereby deleted in its entirety.

Section 3. Section 029.13 is hereby amended to read as follows

029.13 Health benefits; Life insurance.

A. All Class I employees shall receive Health and Insurance benefits as prescribed by

the Township Council of the Township of Pequannock. All other employee classifications shall not be entitled to such benefits unless provided by approved agreement.

B. The Township shall implement the provisions of P.L. 2011, Chapter 78 which requires employee contributions towards health benefit costs. The associated phase in of contributions and percentage of premiums are hereby recognized and are established in accordance with state law.

C. After twenty-five years of full-time service to the Township, a Class I employee **upon retirement will be eligible to receive paid health benefits in effect at the time of retirement and pursuant to paragraph B of this section** (Major Medical and Hospitalization) until he/she is eligible for Medicare/Medicaid coverage.

D. Effective January 1, 2002 all employees that qualify for hospitalization coverage upon retirement from the Township shall be entitled to receive the same coverage for the retired employee's spouse at a cost to the retired member of \$4,200.00 per year payable at a rate of \$350.00 per month. Said cost will be adjusted from time to time.

E. Effective January 1, 2011 all employees that qualify for health benefits (Major Medical & Hospitalization) and are not covered by a separate employment contract are eligible to elect to opt-out of the coverage. Each eligible employee who elects to opt-out of the Township's health benefit coverage will be paid an incentive of \$1,200 per year, paid in equal monthly payments. Should the employee elect to re-enroll in the Township sponsored health benefits program the employee will be subject to the program as offered at the time of re-enrollment without pre-existing conditions.

F. Effective January 1, 2014 **accumulated paid time off benefit time in excess of forty five days may be used by the employee to buy back benefit time at the employees then current rate of pay to offset any mandatory health benefit costs. Benefit costs shall be calculated on a quarterly basis to allow the employee an opportunity to determine the employees selected method of payment. At any time accumulated paid time off is reduced below the minimum forty five days, payroll deductions shall be made at the employees then current rate of pay to cover the employees mandatory health benefit costs.**

G. Retired employees who are eligible for health insurance as provided for in paragraph C of this section shall, when they become eligible for Medicare/Medicaid be enrolled in such program and shall maintain that enrollment. The Medicare/Medicaid plan shall then become the primary health insurance program. The Township shall only provide reimbursement for secondary Part B coverage for the employee as a supplement to Medicare/Medicaid. However, should there be a younger spouse for whom the retired employee would otherwise be entitled to purchase continuing health benefits coverage under the provisions of paragraph D of the section, that provision shall continue until such time that the spouse is eligible for Medicare/Medicaid at which time the Township plan for the spouse shall be terminated.

Section 4. If any section or provision of this Ordinance shall be held invalid in any Court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

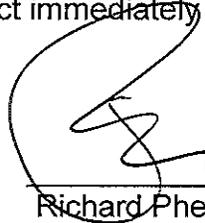
Section 5. All Ordinances or parts of Ordinances which are inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 6. This Ordinance shall take effect immediately after final passage and publication in the manner provided by law.

Introduced: June 11, 2013

Adopted: June 25, 2013


Joseph J. Delaney, Jr., Township Clerk


Richard Phelan, Mayor