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LABOR CONTRACT

COURTHOUSE EMPLOYEES

July 1, 1997 - June 30, 2000

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Tuscola County

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AGREEMENT

THIS AGREEMENT entered into this 13th day of October 1997 between the Tuscola County Board of Commissioners (hereafter referred to as the "EMPLOYER",) and the Tuscola County Courthouse Employees, Chapter of Local #2697, affiliated with Council #25, AFSCME, AFL-CIO (hereafter referred to as the "UNION").

PURPOSE AND INTENT

The general purpose of this Agreement is to set forth terms and conditions of employment, and to promote orderly and peaceful labor relations for the mutual interest of the Employer, the Employees, and the Union.

The parties recognize the interest of the community and the job security of the employees depend upon the employer's success in establishing a proper service to the community and state.

To these ends, the employer and the union encourage to the fullest degree, friendly and cooperative relations between the respective representatives at all levels and among all employees.

ARTICLE 1. Recognition

Employees covered:

Pursuant to and in accordance with all applicable provisions of Act #379 of Public Acts of 1965, as amended, the Employer does hereby recognize the Union as the exclusive representative for the purpose of collective bargaining in respect to rates of pay, wages, hours of employment, and other conditions of employment for the term of this Agreement of all employees of the Employer included in the bargaining

unit described as: The employees of the office of the County Clerk with the exception of the Deputy Clerk, the office of Register of Deeds with the exception of the Deputy Register of Deeds, the office of County Treasurer with the exception of the Deputy Treasurer, County Courthouse Building and Grounds Department, Michigan State University Extension Service, office of County Drain Commissioner with the exception of the Deputy Drain Commissioner, Equalization Department, Animal Control, and office of the Prosecuting Attorney employed in the Tuscola County Courthouse, Michigan.

Excluded from the above described bargaining unit shall be all elected officials, appointed officials, department heads, supervisors, confidential employees, and all other employees employed in or by the County of Tuscola, Michigan.

ARTICLE 2. Aid to Other Unions

The Employer will not aid, promote or finance any other labor organization which purports to engage in collective bargaining or make any agreement with any such labor organization for the purpose of undermining the Union.

ARTICLE 3. Union Security

Agency Shop:

(a) Employees covered by this Agreement at the time it becomes effective and who are members of the Union at that time shall be required, as a condition of continued employment, to continue membership in the Union or pay a service fee to the Union equal to dues and initiation fees uniformly charged for membership for the duration of this Agreement.

(b) Employees covered by this Agreement who are not members of the Union at the time it becomes effective shall be required as a condition of continued employment to become members of the Union or pay a service fee equal to dues and initiation fees required for membership commencing thirty (30) days after the effective date of this Agreement, and such condition shall be required for the duration of this Agreement.

(c) Employees hired, rehired, reinstated, or transferred into the bargaining unit after the effective date of this Agreement and covered by this Agreement shall be required as a condition of continued employment to become members of the Union or pay a service fee to the Union equal to dues and initiation fees required for membership for the duration of this Agreement commencing the thirtieth (30th) day following the beginning of their employment in the unit.

ARTICLE 4. Dues Check Off

(a) The Employer agrees to deduct from the wages of any employee who is a member of the Union, all Union membership dues and fees uniformly required, if any, as provided in a written authorization in accordance with the standard form used by the Employer, provided that the said form shall be executed by the employee. The written authorization for Union dues deduction shall remain in full force and effect during the period thirty (30) days immediately prior to expiration of this contract. The termination must be given both to the Employer and the Union.

(b) Dues and fees will be authorized, levied and certified in accordance with the Constitution and By-Laws of the Local Union. Each employee and the Union hereby authorize the Employer to rely upon and to honor certification on by the Secretary-Treasurer of the local Union, regarding the amounts to be deducted and the legality of the adopting action specifying such amounts of Union and/or initiation fees.

ARTICLE 5. Save Harmless

In the event the Employer, acting on the request of the Union, discharges, or attempts to discharge an employee for failure to comply with the provisions of the Agreement, the Union shall indemnify the Employer against any and all claims, demands, suits, expenses, or other forms of liabilities of whatsoever kind or nature that shall arise out of action taken by the Employer for the purpose of complying with the provisions of this Agreement.

ARTICLE 6. Remittance of Dues and Fees

(a) When Deductions Begin: Check-off deductions under all properly executed authorizations for check-off shall become effective at the time the application is signed by the employee and shall be deducted from the first pay period of the month and each month thereafter.

(b) Remittance of Dues to Financial Officer: Deductions for any calendar month shall be remitted to the designated officer of all employees from whom deductions have been made, no later than the tenth (10th) day of the month following the month in which they were deducted.

(c) The Employer shall also indicate the amount deducted and notify the Union of the names and addresses of employees who, through a change in their employment status, are no longer subject to deductions.

(d) Termination of Check-Off: An employee shall cease to be subject to check-off deductions beginning with the month immediately following the month in which he is no longer a member of the bargaining unit. The Local Union will be notified by the Employer of the names of such employees following the end of each month in which the termination took place.

(e) Disputes Concerning Membership: Any dispute arising as to an employee's membership in the Union shall be reviewed by the designated representatives of the Employer and a representative of the Local Union and if not resolved, may be decided at the final step of the Grievance Procedure.

ARTICLE 7. Union Responsibilities

The Union agrees that its members will use its best efforts to protect property and interests of the Employer, and will cooperate with the Employer in performance of their duties.

ARTICLE 8. Captions

The captions used in each section of this Agreement are for identification purposes only and are not a substantial part of this Agreement.

ARTICLE 9. Stewards and Alternate Stewards

One Chapter Chairman

One Steward

One Alternate Steward

The alternate steward shall only perform steward duties when the regular steward is absent from work.

The steward, during his working hours, without loss of time or pay shall investigate and present grievances to the Employer. The Steward shall first receive permission from his immediate supervisor, within a reasonable period of time, to leave his work area and shall report back promptly when his part in the grievance adjustment has been completed. The Union shall designate, to the Employer, in writing, the bargaining unit stewards and any changes which occur in said stewards.

ARTICLE 10. Special Conferences

Special conferences for important matters will be arranged between the unit chairperson and the Employer or its designated representative upon the request of either party. Such meetings shall be between not more than two (2) representatives of the Union and two (2) representatives of the employer. Arrangements for such special conferences shall be made in advance and an agenda of the matters to be taken up at the meeting shall be presented at the time the conference is requested. Matters taken up on special conference shall be confined to those included in the agenda. Conferences shall be held at a mutually agreed upon time.

The members of the Union shall not lose time or pay for time spent in such special conferences. This meeting may be attended by a representative of the Council and/or a representative of the International Union.

ARTICLE 11. Gender

Reference to the male gender shall apply equally to the female gender and vice versa.

ARTICLE 12. Grievance Procedure

Time of Answers:

(a) A grievance within this Agreement is a dispute, claim, or complaint arising out of and during the terms of this Agreement and filed by the authorized Steward in the bargaining unit. Grievances are limited to matters of interpretation or application of express provisions of this Agreement. When writing a grievance, the Articles believed to be in violation are to be named.

(b) The Employer will answer in writing grievances presented to the Employer in writing by the Union.

(c) All written grievances shall be submitted by the aggrieved employee and/or the authorized Steward in the bargaining unit. In the case of a group or unit grievance, the written grievance may be submitted by the Unit Chairman.

(d) The grievance must be presented in writing by the Steward to the immediate supervisor within fifteen (15) days after its occurrence in order to be a proper matter for the grievance procedure.

(e) Any grievances not appealed by the Union within the time limits shall be deemed settled on the basis of the management's last answer.

(f) If the Employer does not answer the grievance on time, the grievance may be moved to the next step of the grievance procedure.

(g) Time limits set forth in this article shall exclude, Saturdays, Sundays, and Holidays.

ARTICLE 13. Presenting a Grievance

Any employee having a grievance shall present it to the Employer as follows:

Step 1: (a) If an employee has a grievance, he shall discuss the grievance with the Steward of the department. Time not to exceed one-half (1/2) hour.

(b) The Steward may discuss the grievance with the immediate supervisor.

(c) If the matter is thereby not disposed of, it will be submitted in written form by the Steward to the immediate supervisor, who will answer within three (3) days.

Step 2: (a) If the immediate supervisor's answer is not satisfactory, then the grievance may be presented by the Steward to the Department Head, who shall answer within three (3) days.

(b) In the event the immediate supervisor is a member of the bargaining unit, the grievance will be presented directly to Step 3.

Step 3: (a) If the Employer's answer is not satisfactory, then the grievance may be referred to the Local Unit Chairman who shall answer within three (3) days and who may submit his appeal on an agenda to the Employer. A meeting between two (2) representatives of the Union and two (2) representatives of the Employer will be arranged to discuss the grievance or grievances appearing on the agenda within seven (7) calendar days from the date the agenda is received by the Employer.

(b) The Union representatives may meet at a place designated by the Employer on the Employer's property for at least one-half (1/2) hour immediately preceding a meeting with the representatives of the Employer for which a written request has been made.

(c) The Chairman of the bargaining unit or his representative may ask for and be allowed time off his job without loss of time or pay, not to exceed four (4) hours per week to investigate a grievance he is to discuss with the Employer. The immediate supervisor will grant him permission, within reason, to leave his work for this purpose. Any additional time needed will be granted without pay.

Step 4: (a) The grievance hearing shall consist of two (2) representatives of the Employer and two (2) representatives of the Union, one of which shall be a representative of Council #25, AFSCME, AFL-CIO.

(b) In the event that they are unable to settle the matter it shall be determined by decision of an impartial chairman selected by the parties or in the event they cannot agree upon an impartial chairman within five (5) days, by an impartial chairman selected by the American Arbitration Association and not by majority vote of the Board. The parties shall, within two (2) weeks after appointment of an arbitrator, submit to him all facts regarding the case.

(c) The arbitrator shall have no power to add to or subtract from or modify any of the terms of this Agreement or any supplementary agreement, nor to rule on any matter except while this Agreement is in full force and effect between the parties. The arbitrator shall have no power to establish wage scales or rates, or to change any rate unless it is provided for in this Agreement. The arbitrator shall have no power to provide agreements for the parties in those cases where in this Agreement they have agreed that further negotiations should occur to cover the matters in dispute.

In the event a case is appealed to an arbitrator and he finds that he has no power to rule on such case, the matter shall be referred back to the parties without decision or recommendation on the merits of the case.

(d) The award of the arbitrator shall be based exclusively on evidence presented at the arbitration hearing and the award under no circumstances shall be based on other extra contract matters not specifically incorporated in this Agreement.

There shall be no appeal from any arbitrator's decision as such decision shall be final and binding on the Union and its members, the employee or employees involved, and the Employer.

All expenses for the arbitrator shall be paid equally between the Union and the Employer.

ARTICLE 14. Withdrawal of Cases

(a) After a case has been referred to the Appeal Board, the case may not be withdrawn by either party except by mutual consent.

(b) Finality of Decisions: There shall be no appeal from any Appeal Board's decision. Each such decision shall be final and binding on the Union and its members, the employee or employees involved, and the Employer.

ARTICLE 15. Computation of Back Wages

No claim for back wages shall exceed the amount of wages the employee would otherwise have earned at his regular rate.

ARTICLE 16. Discharge and Discipline

(a) Notice of Discharge or Discipline: The Employer agrees promptly upon the discharge or discipline of an employee to notify in writing, the Steward in the Unit of the discharge or discipline.

(b) The discharged or disciplined employee will be allowed to discuss his discharge or discipline with the Steward of the Unit and the Employer will make available an area where he may do so before he is required to leave the property of the Employer. Upon request, the Employer or his designated representative will discuss the discharge or discipline with the employee and the Steward.

(c) Appeal of Discharge or Discipline: Should the discharged or disciplined employee or the Steward consider the discharge to be improper, a complaint shall be presented in writing through the Steward to the Employer within two (2) regularly scheduled working days of the discharge or discipline. The Employer will review the discharge or

discipline and give its answer within three (3) regularly scheduled working days after receiving the complaint. If the decision is not satisfactory to the Union, the matter shall be referred to the grievance procedure.

ARTICLE 17. Change in Personal Status

Employees shall notify the Employer of any change of name, address, telephone number, marital status or number of dependents promptly. The Employer shall be entitled to rely upon the employee's last name, address, telephone number, marital status, and number of dependents shown on its records for all purposes involving his employment and this Agreement.

(a) At no time will the Employer divulge the contents of an employee's personnel file without his/her knowledge and approval.

(b) Any time the Employer posts any list of employees on a public bulletin board, such list shall not include the birthdate of employees.

(c) The disclosure of how much an employee contributes to the retirement system shall only be provided to the individual employee.

ARTICLE 18. Seniority

Probationary employees:

(a) New employees hired in the unit shall be considered as probationary employees for the first six (6) months of their employment. When an employee finishes the probationary period, he shall be entered on the seniority list of the Department and shall rank for seniority from the date of hire prior to the day he completes the probationary period. There shall be no seniority among probationary employees.

(b) The Union shall represent probationary employees for the purposes of collective bargaining in respect to rates of pay, wages, hours of employment and other conditions of employment as set forth in Article 1 of this Agreement, except discharged and disciplined employees for other than Union activity.

(c) Seniority shall be on a department classification basis, in accordance with the employee's last date of hire.

(d) Departmental seniority shall be used for the purpose of promotions, demotions, layoff, recall, and rates of pay.

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ARTICLE 19. Seniority Lists

(a) Seniority shall not be affected by the race, sex, marital status, or dependents of the employee.

(b) The seniority list on the date of this Agreement will show the names and job titles of all employees of the unit entitled to seniority.

ARTICLE 20. Loss of Seniority

An employee shall lose his seniority for the following reasons:

- a. he quits,
- b. he is discharged and the discharge is not reversed through the procedure set forth in this Agreement,
- c. he is absent for two (2) consecutive working days without notifying the Employer. In proper cases, exceptions shall be made. After such absence, the Employer will send written notification to the employee at his last-known address that he has lost his seniority, and his employment has been terminated. If the disposition made of any such case is not satisfactory, the matter may be referred to the grievance procedure,
- d. if he does not return to work when recalled from lay-off as set forth in the recall procedure. In proper cases, exceptions shall be made.
- e. return from sick leave and leaves of absence will be treated the same as "c" above.
- f. he has been laid-off for twenty four (24) months or his length of seniority, whichever is greater.

ARTICLE 21. Seniority of Chapter Chairman and Stewards

Notwithstanding their position on the seniority list, the Chapter Chairman and Stewards shall, in the event of a layoff of any type, be continued at work as long as there is a job which they can perform without additional training and who has the ability and shall be recalled to work in the event of a layoff on the first open job which they can perform.

In the event an employee is awarded damages of any nature as a result of the application of this Article, or in the event the Employer incurs expenses in the nature of legal fees and/or costs to defend an action brought as a result of the application of this Article, then and in that event, the Union will hold the Employer harmless and reimburse it for all such damages, expenses, or costs incurred.

ARTICLE 22. Layoff Defined

(a) If it becomes necessary for a layoff, the following procedure will be mandatory. Probationary employees will be laid off first. Seniority employees will be laid off according to seniority as defined in Article 18 and Article 21. In proper cases, exceptions may be made. This Article may be a subject of special conference.

(b) Employees to be laid off for an indefinite period of time will have at least seven (7) days notice of layoff.

ARTICLE 23. Recall Procedure

When the working force is increased after a layoff, employees will be recalled according to seniority, as defined in Article 18 and Article 21. Notice of recall shall be sent to the employee at his last-known address by registered or certified mail. If an employee fails to report for work within ten (10) days from date of mailing of notice of recall he shall be considered a quit.

ARTICLE 24. Transfers

(a) Transfer of Employees: If an employee is transferred to a position under the Employer not included in the unit, and is thereafter transferred again to a position within the unit, he shall accumulate seniority while working in the position to which he was transferred. Seniority shall continue, not to exceed six (6) months. After six (6) months, there will be no seniority rights.

(b) In the event of a newly-created position, employees shall be given the opportunity to transfer on the basis of seniority and qualifications. In such cases, newly-created positions shall be posted in a conspicuous place at least five (5) working days prior to filling a newly-created position.

ARTICLE 25. Promotions

(a) Promotions within the bargaining unit that are going to be filled shall be made on the basis of seniority and qualifications. Job vacancies will be posted for a period of five (5) working days, setting forth the minimum requirements for the position in a conspicuous place in the department. Employees interested shall apply within the five (5) working day posting period. The senior employee applying for the promotion and who meets the requirements shall be granted a four (4) week trial period to determine:

1. his desire to remain on the job
2. his ability to perform the job

In the event the senior applicant is denied the promotion, reasons for the denial shall be given to the employee in writing upon request.

(b) During the four (4) week trial period, the employee shall have the opportunity to revert back to his former classification. If the employee is unsatisfactory in the new position, notice and reasons shall be submitted to the employee by the Employer.

(c) During the trial period, employees will receive the rate of the job they are performing.

(d) Promotions within the bargaining unit shall be made from within the effected department first.

(e) In the event no one from within the effected department bids for the position, the promotion will be made from within the bargaining unit at large.

(f) In the event no one within the bargaining unit bids for the position, the Employer may fill from outside of the bargaining unit.

(g) When an employee is permanently promoted or permanently transferred to a position in a higher classification, his pay shall be increased to the step immediately above his present pay rate.

(h) In application to the pay scale only, if an employee is permanently demoted or transferred to a position in a lower classification, his pay shall be decreased to the step immediately below his present pay rate.

(i) On a promotion, if there are no rates above, the employee would receive the same rate of pay. On a demotion, if there are no rates below, the employee would receive the same rate of pay.

ARTICLE 26. Leave of Absence - Without Pay

Section 1. A leave of absence is a written authorized absence from work for not more than thirty (30) calendar days at a time and without pay and with no cumulative seniority. A request for such leave from a bargaining unit employee shall be in writing and shall state the reason

for such leave upon his application. Only a permanent full-time employee who has worked continuously for the Employer for one (1) year or more may be granted a leave of absence.

(a) Leaves required due to personal illness or illness in the immediate family must be accompanied by a medical doctor's certificate that the employee is unable to work and the reason therefore. A request for a personal illness leave or an illness in the immediate family shall be granted.

(b) In no event shall the duration of any leave exceed six (6) calendar months. Leaves may be extended at the discretion of the Employer.

(c) All leave requests shall state the exact date on which the leave begins and the exact date on which the employee is to return to work.

(d) If an employee obtains a leave of absence for a reason other than stated at the time the request is made, the employee will be terminated from his job without recourse.

(e) A leave may not commence or end upon the following days:

1. The day before or the day following a holiday
2. The day preceding or following a vacation
3. Except in case of emergency

(f) Failure to return to work within three (3) days of the exact date scheduled shall be cause for termination at the sole discretion of the Employer.

(g) Employees shall not accept employment elsewhere while on a leave of absence unless agreed to by the Employer. Acceptance of employment or working for another employer while on a leave of absence shall result in immediate and complete loss of employment with the Employer, without recourse.

(h) No employee shall return to work prior to the expiration of his leave unless otherwise agreed to by the Employer.

(i) Time absent on unpaid leave shall not be counted as time at work for any purpose except as hereinafter provided to the contrary.

Section 2. Upon return of an employee from a leave of absence, he shall be re-employed at work in the same position in the department or a position generally similar to that which he did last and at the prevailing rate of pay for that job, if available.

Section 3. Any employee on a leave of absence for any reason, including but not limited to illness, who does not return to work within six (6) calendar months of leaving or a period equal to the length of his employment, whichever is shorter, shall cease to be an employee and his seniority shall automatically be terminated.

The leave may be extended in case of long term illness. The employee may then ask for additional leave.

Section 4. One (1) member of each unit elected to attend a function of the International Union, such as conventions or educational conferences, shall be allowed time off without pay to attend such conference and/or conventions. However, it will not exceed one (1) member for each leave and not exceed a total of five (5) days per year.

ARTICLE 27. Rates for New Jobs

When a job is placed in a unit and cannot be properly placed in an existing classification, the Employer will notify the Union prior to establishing a classification and rate structure. In the event the Union does not agree that the rate is proper, the rate shall be subject to negotiation.

ARTICLE 28. Equalization of Overtime Hours

Overtime hours shall be divided as equally as possible among employees in the same classification within the department.

Should the above method prove to be unsatisfactory, the parties agree to meet ninety (90) days from the effective date of this Agreement and work out a solution.

ARTICLE 29. Worker's Compensation

On-the-job Injury: Each employee will be covered by the applicable Worker's Compensation Laws.

ARTICLE 30. Work Rules

The Employer reserves the right to publish and enforce from time to time new work rules, policies, and regulations not in conflict with this Agreement. The Union shall have the right to grieve the reasonableness of any new work rule established by the Employer.

ARTICLE 31. Working Hours

Section 1. (a) For employees who normally and routinely work eight (8) hours per day, the normal regular, full working day shall consist of eight (8) working hours per day.

(b) For employees who normally and routinely work seven and one-half (7 1/2) hours per day, the normal regular full working day shall consist of seven and one-half (7 1/2) working hours per day.

Section 2. With sixty (60) minutes off for lunch not included and without pay in the regular working day.

Section 3. This Article shall not be construed as and is not a guarantee of any number of hours of work per day or per week nor shall it be a guarantee of pay.

Section 4. Employees may take a "rest period" in the a.m. not to exceed fifteen (15) minutes, and also a "rest period" in the p.m. not to exceed fifteen (15) minutes, or the first half and second half of their regular shift, whichever may apply. Every office will be staffed at all times.

Section 5. An employee reporting for duty shall be guaranteed at least four (4) hours pay.

ARTICLE 32. Irregular Part-Time

Irregular part-time employees may be used for the purpose of filling in as a result of absences of regular full-time or part-time employees, and other than this Article, the provisions of this Agreement do not apply to irregular part-time employees.

ARTICLE 33. Overtime

(a) It is agreed that time worked beyond seventy-five (75) hours per pay period (bi-weekly), or eighty (80) hours for those employees scheduled to work eighty (80) hours per pay period (bi-weekly) shall be paid at a wage rate of one and one-half (1 1/2) times the regular hourly rate excluding all forms of premium pay, unless compensatory time is

elected and approved. All overtime shall be designated by the supervisor as compensatory time or paid overtime by the first work day following the last day of the pay period. Compensatory time must be used within the next pay period following the pay period in which it was earned.

Overtime or compensatory time must be authorized by the Department Head or Supervisor and must be so noted on the timecard.

The Employer will comply with the Minimum Wage Law of 1964 (Public Act 154 of 1964 as amended) as it related to overtime in every instance. The Act presently provides that an employee shall be paid one and one-half (1 1/2) times their regular rate for hours worked in excess of forty (40) hours per week.

(b) To the extent feasible, the Employer will divide overtime equally among employees in the same classification on the same shift in the department, if they qualify. It is understood that the least senior employees must take the assignment.

(c) Overtime pay shall not be pyramided, compounded, or paid twice for the same hours worked.

(d) No employee shall have any authority to work overtime without Department Head's approval. And, no overtime will be paid unless it has been approved by the Department Head and so noted on the timecard.

(e) Any employee who is called in to work for hours that are not continuous with their regularly scheduled hours will be paid premium pay at the rate of time and one-half (1 1/2). The minimum amount of time paid for in these instances shall be two (2) hours at time and one-half (1 1/2).

ARTICLE 34. Sick Leave

All other full time employees after completing three (3) months of the six (6) month probationary period shall be credited with the equivalent of three work days sick time in their sick time bank and will be credited with one additional day per month thereafter. Beginning July 1, 1990 full-time employees may begin to accumulate sick leave days up to one hundred fifty. Prior to this date sick time could only be accumulated to 120 days. Payout cap upon leaving the employment of Tuscola County will remain the same as in the past. There will be no payout of sick time for employees not completing the six (6) month probation period.

This one hundred fifty (150) day maximum accumulation of sick leave at the rate of one (1) day per month applies to all employees of the bargaining unit, and is to be used for himself or his immediate family for whom he provides.

All full time employees hired after July 1, 1997 shall be entitled to maximum sick leave accumulation of 100 days.

When employment ceased, other than by death, retirement, or lay-off, and under honorable conditions, the employee shall be paid for twenty five (25) percent of his credited unused sick days not to exceed thirty (30) days pay at his regular rate of pay in effect at the time. Upon retirement of a Bargaining Unit member, one-half (1/2) of his unused sick leave credits will be paid not to exceed sixty (60) days, providing the employee has less than twenty (20) years of continuous service. Retirement upon twenty (20) years or more of continuous service, the employee will be paid for one hundred (100) percent of the unused sick leave credits not to exceed one hundred twenty (120) days. Upon the death of an employee, one hundred (100) percent of the deceased employee's sick leave credits, not to exceed one hundred twenty days, will be paid to his surviving spouse or surviving children.

As a condition of continued employment upon returning from a sick leave, the Employer, at its expense, may require the employee to submit to a physical examination in order to verify the employee's ability to return to full time work.

ARTICLE 35. Death in the Immediate Family

When death occurs in a full-time employee's immediate family, the employee, on request, will be excused for three (3) consecutive work days with pay, provided he attends the funeral. Immediate family is to mean: sons, daughters, spouse, mother, father, mother-in-law, father-in-law, brother or sister, grandfather, grandmother, grandchild, stepparent, stepchildren, daughter-in-law, son-in-law, or dependents within the household. One (1) day shall be allowed to attend the funeral of an employee's sister-in-law, brother-in-law, aunt, uncle, niece, nephew or to serve as pallbearer.

ARTICLE 36. Holidays

Act 12, Public Acts of 1969, shall apply.

January 1st,- New Years Day
January - Martin Luther King Day
February - President's Day
Good Friday
Last Monday of May, - Memorial or Decoration Day
July 4th
First Monday of September, - Labor Day
November 11, - Veterans Day
Fourth Thursday of November, - Thanksgiving Day
Friday following Thanksgiving Day
December 24th - Christmas Eve Day
December 25th - Christmas Day
December 31, - New Years Eve Day

② To be eligible for Holiday Pay, employees must work full-time and have obtained seniority on the date the holiday occurs.

(b) The employee must work, in full, his regularly scheduled straight-time work day following the holiday.***See paragraph "h".

(c) If an employee is on layoff, drawing Worker's Compensation payments, receiving sick pay, receiving funeral pay, on non-compensable leave of absence or receiving any other form of pay, at the time the holiday occurs, he will not be paid for the holiday.

(d) In addition to holiday pay for the time not worked, if an eligible employee works on the actual day of the designated holiday, he shall also be paid at the rate of one and one-half (1 1/2) times his regular straight-time rate for the hours so worked.

(e) An employee who is eligible to receive holiday pay for any holiday not worked by him shall be paid up to seven and one-half (7 1/2) hours pay computed at the current straight-time hourly rate which is in effect on that holiday, exclusive of premiums. In the event the employee is normally scheduled to work eight (8) hour days the holiday pay will be paid for eight (8) hours.

(f) When one of such holidays falls within an eligible employee's approved vacation period and he is absent from work because of such vacation he shall receive one (1) additional day for that holiday in addition to his vacation time off.

(g) When a holiday falls on Saturday, the preceding Friday shall be the holiday, and if the holiday falls on Sunday, the next Monday shall be the holiday.

(h) Paragraph "b" of this article will be waived during the term of this contract; however, if a total of thirty (30) absent days are used the day after holidays during this contract, paragraph "b" will be automatically reactivated.

ARTICLE 37. Employment Application

(a) All applicants will complete an employment application. The employment application is an important phase of the hiring procedure and becomes a part of the employee's permanent record. All information submitted on the application form is subject to verification.

(b) The Employer reserves the right of dismissal upon finding omission or falsification of fact on the employment application.

ARTICLE 38. Retirement

The employer shall provide and maintain a M.E.R.S. B-2, F-55-25 Rider, retirement program for each full-time employee in the Bargain Unit. Full-time employees are required to be members of the retirement program.

ARTICLE 39. Hospitalization

Section 1. The employer shall pay for and provide each full-time employee with a hospitalization plan equivalent to but not less than the coverage including riders provided by family plan Blue Cross-Blue Shield, Community Blue PPO Option I, a prescription drug rider with a five dollar (\$5.00) co-pay, and participate in the Preferred RX Program, and riders (Group #36197-000). Regular part-time employees will be allowed to buy the same Health & Dental Insurance provided for full-time employees either at the time they are hired or at reopening time each year. Payment must be paid one month in advance, by the 10th of the month preceding month of coverage, (See Human Resource Coordinator for details).

Section 2. Commencing July 1, 1988 the employer shall contribute annually toward the purchase of a dental insurance plan for the employees in this unit, the lesser of the cost of 100/50/50/1000-MBL or \$4,800.00. If it is determined that said insurance shall exceed \$4,800.00 in cost for a contract year for the employees of this unit, that are enrolled in the plan, those employees shall have deducted from their wages a pro-rated share of the excess. The employer shall offer a \$1,000 incentive annually to employees who choose not to carry the County Health Insurance. It will be paid at a rate of \$38.46 per pay.

Section 3. The employer shall pay for and provide each full-time employee with an optical plan. The premium shall not exceed 130.00 per year per employee. If the premium exceeds 130.00 the employee will pay the difference in the premium.

Section 4. The employer shall allow retired employees to participate in the group health insurance program, provided the employee has been a subscriber of the health insurance program prior to retirement and pays 102% of the premium. (Retirement shall be defined as an employee being eligible to receive retirement benefits under the Michigan Municipal Employees Retirement System).

ARTICLE 40. Vacations

Full-time employees shall be allowed twelve (12) working days vacation after one (1) full year of employment and every year thereafter. Employees with seven (7) consecutive years of service shall be allowed seventeen (17) working days vacation. Employees with ten (10) consecutive years of service shall be allowed twenty (20) working days vacation. Employees with fifteen (15) consecutive years of service shall be allowed twenty-two (22) working days vacation. All vacation days shall be with pay at the employee's regular pay rate. Vacation time cannot be accumulated from year to year and must be taken in at least 1/2 day increments.

Regular part-time employees will receive thirty-seven and one-half (37 1/2) hours vacation pay for each 1950 hours worked. Effective date to begin computing time will be January 1, 1982. Part-time employees shall receive vacation time off upon approval of their department head. There shall be no carry over of vacation time.

ARTICLE 41. Longevity Pay

Longevity pay will be discontinued beginning July 1, 1990. Employees will have two and one-half (2 1/2) per cent increase added to their June 30, 1990 pay scale. Those having earned longevity from December 1, 1989 through June 30, 1990 will be paid prior to November 30, 1990 a prorated longevity amount on the following basis: full-time employees having worked continuously for the Employer for five (5) or more consecutive years shall receive two hundred, seventy-five dollars (\$275) per year as longevity pay. Full-time employees having worked continuously for the Employer for ten (10) or more consecutive years shall receive four hundred dollars (\$400) per year as longevity pay. No employee hired after July 1, 1983 shall be entitled to receive longevity pay.

ARTICLE 42. Jury Duty

Any employee with one (1) or more years seniority who is called to and reports for jury duty shall be paid by the Employer for each day partially or wholly spent in performing jury duty, if scheduled to work. Such employees shall be paid at their regular rate of pay for such days. If an employee is excused from jury duty on any scheduled workday he shall be required to report to work immediately. In consideration of receiving their regular pay, employees shall assign to the Tuscola County Treasurer all other remuneration received for jury duty during the same period, except mileage.

In order to receive payment under this Article, an employee must give the Employer prior notice that he has been summoned for jury duty

and must furnish satisfactory evidence that jury duty was performed on the days for which payment is claimed.

This provision of this Article is not applicable to an employee who, without being summoned, volunteers for jury duty.

ARTICLE 43. Access to Premises

Representatives of the Union may enter the department for any proper Union business, provided they have secured prior permission of the Personnel Administrator or his designee. The Employer shall grant permission to the Union representative to visit the County building for the above limited purpose at a mutually agreeable time.

ARTICLE 44. Uniforms

The employer shall provide three (3) uniforms per custodian, and inspectors, per year, (which must be worn during working hours, and shall not be worn any other time). A uniform will consist of: One (1) long sleeved shirt, one (1) short sleeved shirt, and one (1) pair of trousers and (1) pair of steel-toed boots.

ARTICLE 45. Management Rights

Nothing in this Agreement shall be constructed to limit or impair the right of the Employer to exercise its own discretion on all of the following matters, except as provided in this Agreement, whatever may be the effect upon employment, when in its sole discretion it may determine it advisable to do any or all of the following: Except as provided in this Agreement.

To manage all of the Courthouse departments generally; to decide the number and location of facilities; to decide all machines and equipment to be used; to decide the services to be provided and the manner of providing them; to decide the work to be performed; to move or remove a facility or any of its parts to other areas; to decide the method and place of providing its services; to determine the schedules of work; to maintain order and efficiency in its facilities and operation; to hire, layoff, assign, transfer, and promote employees, to determine the qualifications of employees; to determine and to re-determine job content; to determine the starting and quitting time; to determine the number of hours to be worked; to make such reasonable rules and regulations not in conflict with this Agreement as it may from time to time deem best for the purposes of maintaining order, safety and/or effective, efficient or economic operation of all of the Courthouse departments and after advance notice thereof to the Union and the employees, to require compliance therewith by employees; to discipline and discharge employees for cause; to control its properties, equipment and materials; to purchase the services of others.

The employer shall have the foregoing rights and powers and all other rights and perogatives including those exercised unilaterally in the past and those vested in the judiciary by the common or statutory law and the Constitution of the State of Michigan and of the United States. However, that these rights shall not be in violation of any provision of this Agreement.

ARTICLE 46. Strike Work Interruptions

The parties to this Agreement mutually recognize that the services performed by the employees covered by this Agreement are services

essential to the public health, safety, and welfare. The Union and the employees therefore agree that there shall be no interruption of these services for any cause by the employees, nor shall there be any concerted failure by the employees to report for work, nor shall they absent themselves from their work, stop work, or abstain in whole or in part from the full faithful and proper performance of the duties of their employment. The parties further agree that there shall be no strikes, sit-downs, slow-downs, stay-ins, stoppages of work or any acts that interfere in any manner or to any degree with the services of the County and Courts. Any violation of the foregoing may be made the subject of disciplinary action or up to and including discharge from employment.

ARTICLE 47. Waiver

(a) It is the intent of the parties hereto that the provisions of this Agreement, which supersedes all prior agreements and understandings between such parties, shall govern their entire relationship and shall be the sole source of any and all rights or claims which may be asserted.

(b) The provisions of this Agreement can be amended, supplemented, rescinded or otherwise altered only by mutual agreement in writing hereafter signed by the parties hereto.

(c) The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

Therefore, the Employer and the Union, for the life of this Agreement each voluntarily and unqualifiedly waive the right and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter referred to, or covered in this Agreement, or with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated and signed this Agreement.

ARTICLE 48. General Provisions

(a) The Employer shall select or change the insurance carrier at its discretion and shall be entitled to receive any dividends, refunds, or rebates earned without condition or limit of any kind. All benefits shall be subject to standard provisions set forth in the policy or policies.

(b) Benefits for otherwise eligible new employees will become effective when he attains seniority.

(c) When employment and seniority is interrupted by layoff, discharge, quit, strike, retirement, unpaid leave of absence or any other reason, except leaves in accordance with the Family and Medical Act of 1993, all insurance coverage continues only for the balance of the month in which such termination occurs or until the next premium is due, whichever is later.

(d) The employee shall not be eligible to receive insurance benefits while he is:

1. Eligible for unemployment benefits under any unemployment compensation law, or
2. On layoff, or
3. On unpaid leave of absence, except in accordance with the Family and Medical Leave Act of 1993 or
4. Has quit his employment, or
5. Been discharged and not reversed through the grievance procedure, or

6. Retirement, or

7. Is receiving Worker's Compensation benefits.

(e) Should the Employer be obligated by law to contribute to a governmentally-sponsored insurance program, national or otherwise, which duplicates the benefits provided by the Employer under insurance policies currently in effect as a result of this Agreement, it is the intent of the parties that the Employer not be obligated to provide double coverage and to escape such double payments, the Employer shall be permitted to cancel benefits or policies which duplicate, in whole or in part, compulsory governmentally-sponsored insurance programs.

(f) The employer's obligation under this Agreement to provide insurance benefits to employees ceases upon the employee's retirement.

(g) It is specifically understood and agreed that benefits shall cease upon death of the employee whether or not the period of the policy is exhausted and in the event the policy provides for survivor benefits, and there are no eligible survivors, no benefits shall be paid.

(h) In the event the employer provides Optical Insurance coverage to the Tuscola County Sheriff Department employees during the term of this agreement, the employer shall provide the same benefit to the employees under this agreement.

ARTICLE 49. Life Insurance

All full-time employees with seniority shall be covered by a straight term life insurance policy of \$25,000.

ARTICLE 50. Unemployment Compensation

The Employer will provide unemployment insurance.

ARTICLE 51. Termination and Modification

All parts of this Agreement shall continue in full force and effect until 11:59 p.m., June 30, 2000

(a) If either party desires to amend and/or terminate this Agreement, it shall, within sixty (60) days prior to the above termination date, give written notification of same.

(b) If neither party shall give such notice, this Agreement shall continue in effect from year to year thereafter, subject to notice of amendment or termination by either party, on sixty (60) days written notice prior to the current year's termination date. (c) If notice of amendment of this Agreement has been given in accordance with the above paragraph, this Agreement may be terminated by either party on ten (10) days written notice of termination.

(d) Any amendments that may be agreed upon shall become and be a part of this Agreement without modifying or changing any of the other terms of this Agreement.

(e) Notice of Termination of Modification: Notice shall be in writing and shall be sufficient if sent by certified mail, addressed, if to the Union, to Michigan Council #25, AFSCME, AFL-CIO, 1034 N. Washington Avenue, Lansing, Michigan 48906; and if to the Employer addressed to the Tuscola County Board of Commissioners, Tuscola County Courthouse Annex, 207 E. Grant Street, Caro, Michigan 48723, or to any such address as the Union or the Employer may make available to each other.

ARTICLE 52. Computing Hours

All hours paid to employees will be considered as time worked for the purpose of computing benefits.

Family and Medical Leave

It is intended that the Employer's policy concerning leaves of absence will comply with the Family and Medical Leave Act of 1993 (FMLA). The U. S. Department of Labor Fact Sheet, entitled "The Family and Medical Leave Act," is appended hereto and incorporated in the Employer's policy as a written statement of FMLA rights and responsibilities.

1. FMLA Leave. An eligible employee who has completed twelve (12) months of employment and worked at least 1250 hours in the past twelve (12) months may request an unpaid leave of absence for a period not to exceed twelve (12) weeks in any twelve (12) month period measured forward from the date the employee's first FMLA leave begins. The request must be in writing, must give the reason for the request and must give the expected duration of the leave. The leave may be taken for the following reasons:
 - a. A serious health condition that makes the employee unable to perform the functions of his/her position;
 - b. In order to care for the employee's spouse, child or parent if the person being cared for has a serious health condition;
 - c. Because of the birth of a child of the employee, and in order to care for the child within twelve (12) months of the child's birth;

- d. Because of the placement of a child with the employee for adoption or foster care, and in order to care for the child within twelve (12) months of the child's placement;

Unless leave is taken for the employee's own serious health condition, the total leave taken by spouses both employed by the Employer is limited to twelve (12) weeks.

2. Intermittent Leave. Unless the Employer agrees, leave for the birth or placement of the employee's child, or to care for the child within twelve (12) months of the child's birth or placement, may not be taken intermittently or on a reduced leave schedule. If medically necessary, leave for the employee's serious health condition or to care for a seriously-ill spouse, child or parent, may be taken intermittently or on a reduced leave schedule.
3. Substitution of Paid Leave. An employee is required to use all accrued paid sick leave and vacation leave for leave taken for the employee's serious health condition or to care for a seriously-ill spouse, child or parent. An employee is required to use all accrued paid sick leave and vacation leave for leave taken for the birth or placement of the employee's child, or to care for the child within twelve (12) months of the child's birth or placement.
4. Scheduling and Notice by Employees. When leave is taken for the birth or placement of the employee's child or to care for the child within twelve (12) months of the child's birth or placement, and the leave is foreseeable based on the expected birth or placement, the employee must provide not less than thirty (30) days notice before the date the leave is to begin. If the date of the birth or placement requires the leave to begin in less than thirty (30) days, however, the employee must provide such notice as is practicable.

When leave is taken for the employee's serious health condition, or to care for a seriously-ill spouse, child or parent, and the leave is foreseeable based on planned medical treatment, the employee must make a reasonable effort to schedule the treatment so as not to unduly disrupt the Employer's operations, and must provide not less than thirty (30) days notice before the date the leave is to begin. If the date of treatment requires leave to begin in less than thirty (30) days, however, the employee must provide such notice as is practicable.

5. Medical Certification. When leave is taken for the employee's serious health condition, or to care for a seriously-ill spouse, child or parent, the Employer may

require certification issued by the health care provider of the employee or of the spouse, child or parent of the employee, as appropriate. This certification must include the date the condition began, its probable duration, appropriate medical facts within the knowledge of the health care provider regarding the condition, and a statement that the employee is unable to perform his/her job function or is needed to care for a sick family member for a specified time.

For leave taken intermittently or on a reduced leave schedule, further certification requirements are as follows:

- a. When there is planned medical treatment, the certification must include the dates on which treatment is expected and its duration.
 - b. When leave is taken for the employee's serious health condition, the certification must include a statement of the medical treatment necessary for such leave and its expected duration.
 - c. When leave is taken to care for a seriously-ill family member, the certification must include a statement that such leave is necessary for the care of the family member who has a serious health condition or will assist in his/her recovery, and the expected duration and schedule of the leave.
6. Second and Third Opinions: Recertification. The Employer may require, at its own expense if not covered by insurance, a second medical opinion from a health care provider designated by the Employer, but not employed on a regular basis by the Employer. In the event of a dispute concerning the second certification, the Employer may require, at its own expense if not covered by insurance, a third opinion from a health care provider. The employee and Employer must agree on the selection of the third health care provider whose opinion is binding on both parties. The Employer may require that the employee obtain subsequent recertifications on a reasonable basis.
7. Benefits During Leave. The Employer will continue to pay health insurance premiums for an eligible employee during the period the employee is on leave for any of the reasons under Subsections 1(a)-1(d) above. In all other circumstances, the Employer will not continue to pay health insurance premiums for an employee on an unpaid leave of absence. The employee may continue insurance coverage at his/her own expense during any unpaid leave of absence. The employee will not accumulate paid sick or vacation leave nor be paid for holidays which may fall during the period of unpaid leave. If the employee fails to return after the leave has expired due to circumstances within the employee's control, the Employer may recover from the

employee any premiums which the Employer paid to maintain medical coverage during the leave.

8. **Return Rights.** Upon return from a leave taken for a reason listed under Subsection 1(a)-1(d) above, the employee will be returned to his/her former position or to a position equivalent in pay, benefits, and other terms and conditions of employment. In all other circumstances, the employee is not guaranteed that he/she will be restored to his/her former position or to an equivalent position. The decision will be at the discretion of the Employer.

7/1/97-6/30/98

Classification	Start	End of 6 Months	End of 1 Yr	End of 2 Yrs	End of 3 Years
	or Step 1	or Step 2	or Step 3	or Step 4	or Step 5
Classification I Clerk Typist	9.37	9.58	9.72	9.86	9.99
Classification I-A Gen. Office Clerk	9.43	9.64	9.77	9.91	10.06
Classification II Secretary I Field Officer Account Clerk I	9.86	10.02	10.17	10.33	10.50
Classification II-A Permit Clerk	9.96	10.12	10.27	10.43	10.60
Classification III Account Clerk II Abstract Clerk Drain Inspection	9.98	10.17	10.33	10.50	10.69
Classification III-A DPW Clerk	10.06	10.22	10.37	10.53	10.70
Classification V Maintenance I	9.87	10.05	10.20	10.36	10.62
Classification V-A Animal Shelter Attendant	9.65	9.83	9.98	10.14	10.40
Classification IV Secretary II Account Clerk III	10.17	10.33	10.50	10.69	10.88
Classification IV-A Accounts Payable Clerk	10.42	10.58	10.75	10.94	11.13
Classification IV-B Abstract/Tax Service Clerk	11.53	11.73	11.93	12.13	12.33
Classification VI Maintenance II	10.22	10.36	10.53	10.71	10.90

Classification VII Deputy Dog Warden	10.03	10.20	10.39	10.58	10.77
Classification VIII Maintenance Leader	10.71	10.88	11.07	11.26	11.45
Classification IX 4-H Youth Assist. Family Living Asst. Resource Recovery Coordinator	10.75	10.99	11.22	11.46	11.72
Classification X Recycling Coordinator	12.35	12.45	12.55	12.65	12.75
Classification XI Appraiser I	11.98	12.24	12.41	12.61	12.79
Classification XII Appraiser II	12.98	13.24	13.41	13.61	13.79
Classification XIII Technical Services Coordinator	13.52	13.79	13.97	14.18	14.37
Classification Inspector I					13.40
Inspector II					13.90
Inspector III					14.40
Inspector IV					14.90

One Trade and Plan Review
Two Trades and Plan Review
Three Trades and Plan Review
Four Trades and Plan Review or Plan Review Specialist Coordinator
Additional .50 Cents per hour if Nationally Certified

Classification	Start	End of 6 Months	End of 1 Yr	End of 2 Yrs	End of 3 Yr
	or Step 1	or Step 2	or Step 3	or Step 4	or Step 5
7/1/98-6/30/99 Classification I Clerk Typist	9.67	9.88	10.02	10.16	10.29
Classification I-A Gen. Office Clerk	9.73	9.94	10.07	10.21	10.36
Classification II Secretary I Field Officer Account Clerk I	10.16	10.32	10.47	10.63	10.80
Classification II-A Permit Clerk	10.26	10.42	10.57	10.73	10.90
Classification III Account Clerk II Abstract Clerk Drain Inspection	10.28	10.47	10.63	10.80	10.99
Classification III-A DPW Clerk	10.36	10.52	10.67	10.83	11.00
Classification V Maintenance I	10.17	10.35	10.50	10.66	10.92
Classification V-A Animal Shelter Attendant	9.95	10.13	10.28	10.44	10.70
Classification IV Secretary II Account Clerk III	10.47	10.63	10.80	10.99	11.18
Classification IV-A Accounts Payable Clerk	10.72	10.88	11.05	11.24	11.43
Classification IV-B Abstract/Tax Service Clerk	11.83	12.03	12.23	12.43	12.63
Classification VI Maintenance II	10.52	10.66	10.83	11.01	11.20

Classification VII Deputy Dog Warden	10.33	10.50	10.69	10.88	11.07
Classification VIII Maintenance Leader	11.01	11.18	11.37	11.56	11.75
Classification IX 4-H Youth Assist. Family Living Asst. Resource Recovery Coordinator	11.05	11.29	11.52	11.76	12.02
Classification X Recycling Coordinator	12.65	12.75	12.85	12.95	13.05
Classification XI Appraiser I	12.28	12.54	12.71	12.91	13.09
Classification XII Appraiser II	13.28	13.54	13.71	13.91	14.09
Classification XIII Technical Services Coordinator	13.82	14.09	14.27	14.48	14.67
Classification XIV Inspector I Inspector II Inspector III Inspector IV					13.70 14.20 14.70 15.20

One Trade and Plan Review
Two Trades and Plan Review
Three Trades and Plan Review
Four Trades and Plan Review or Plan Review Specialist Coordinator
Additional .50 Cents Per Hour if Nationally Certified

7/1/99-6/30/2000

Classification	Start	End of 6 Months	End of 1 Yr	End of 2 Yrs	End of 3 Yr
	or Step 1	or Step 2	or Step 3	or Step 4	or Step 5
Classification I Clerk Typist	9.97	10.18	10.32	10.46	10.59
Classification I-A Gen. Office Clerk	10.03	10.24	10.37	10.51	10.66
Classification II Secretary I Field Officer Account Clerk I	10.46	10.62	10.77	10.93	11.10
Classification II-A Permit Clerk	10.56	10.72	10.87	11.03	11.20
Classification III Account Clerk II Abstract Clerk Drain Inspection	10.58	10.77	10.93	11.10	11.29
Classification III-A DPW Clerk	10.66	10.82	10.97	11.13	11.30
Classification V Maintenance I	10.47	10.65	10.80	10.96	11.22
Classification V-A Animal Shelter Attendant	10.25	10.43	10.58	10.74	11.00
Classification IV Secretary II Account Clerk III	10.77	10.93	11.10	11.18	11.29
Classification IV-A Accounts Payable Clerk	11.02	11.18	11.35	11.54	11.73
Classification IV-B Abstract/Tax Service Clerk	12.13	12.33	12.53	12.73	12.93
Classification VI Maintenance II	10.82	10.96	11.13	11.31	11.50

Classification VII Deputy Dog Warden	10.63	10.80	10.99	11.18	11.37	
Classification VIII Maintenance Leader	11.31	11.48	11.67	11.86	12.05	
Classification IX 4-H Youth Assnat. Family Living Assst. Resource Recovery Coordinator	11.35	11.59	11.82	12.06	12.32	
Classification X Recycling Coordinator	12.95	13.05	13.15	13.25	13.35	
Classification XI Appraiser I	12.58	12.84	13.01	13.21	13.39	
Classification XII Appraiser II	13.58	13.84	14.01	14.21	14.39	
Classification XIII Technical Services Coordinator	14.12	14.39	14.57	14.78	14.97	
Classification XIV Inspector I	One Trade and Plan Review					14.00
Inspector II	Two Trades and Plan Review					14.50
Inspector III	Three Trades and Plan Review					15.00
Inspector IV	Four Trades and Plan Review or Plan Review Specialist Coordinator Additional .50 Cents Per Hour If Nationally Certified					15.50