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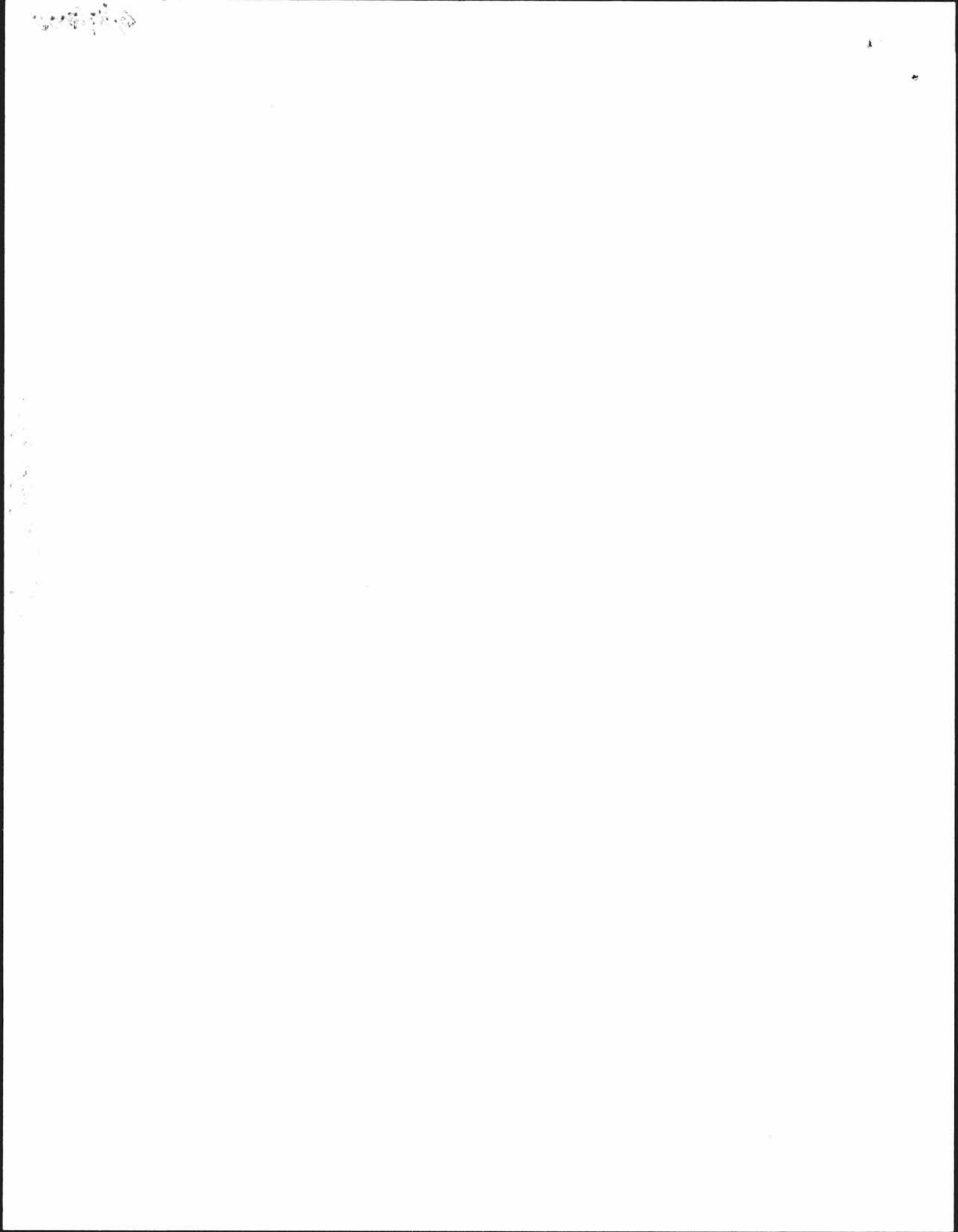
6/30/2002

CITY OF GRANDVILLE

POLICE OFFICERS LABOR COUNCIL  
GRANDVILLE POLICE DEPARTMENT DIVISION  
SUPERVISORY UNIT

1999 - 2002

*Grandville, City of*



## Table of Contents

	Page
ARTICLE I	1
RECOGNITION	1
ARTICLE II	3
ASSOCIATION REPRESENTATION	3
ARTICLE III	3
ARTICLE IV	4
CHECK OFF	4
ARTICLE V	5
HOURS AND OVERTIME	5
ARTICLE VI	6
GRIEVANCE PROCEDURE	6
ARTICLE VII	7
SENIORITY	7
ARTICLE VIII	10
LEAVE OF ABSENCE	10
ARTICLE IX	13
VACATIONS	13
ARTICLE X	15
HOLIDAYS	15
ARTICLE XI	16
INSURANCE	16
ARTICLE XII	17
WAGES	17
ARTICLE XIII	17
MISCELLANEOUS PROVISIONS	17
ARTICLE XIV	19
PLACEMENT AND PROMOTIONS	19

ARTICLE XV	19
CITY RIGHTS	19
ARTICLE XVI	21
NO STRIKE	21
ARTICLE XVII	21
APPENDIX A	A-1
WAGES	A-1
APPENDIX B	B-1
INSURANCE	B-1
LETTER OF UNDERSTANDING - DRUG TESTING	i
MEMORANDUM OF UNDERSTANDING	i
LETTER OF UNDERSTANDING	i
LETTER OF UNDERSTANDING	i
Uniform Dry Cleaning Arrangements	

AGREEMENT

THIS THREE YEAR AGREEMENT, effective July 1, 1999 through June 30, 2002, made and entered into this 2nd day of <sup>February</sup> ~~January~~, 2000, by and between the CITY OF GRANDVILLE, hereinafter called the "City", and the POLICE OFFICERS LABOR COUNCIL, Grandville Police Department Division, Supervisory Unit, hereinafter called the "Division".

WITNESSETH

WHEREAS, it is the intent and purpose of the parties to work together harmoniously and to maintain a mutually advantageous relationship; and

WHEREAS, subject to law and the requirements of the public service, relationships can be improved by providing employees an opportunity for greater participation in the formulation and implementation of policies affecting the conditions of their employment;

NOW, THEREFORE, the parties hereto covenant and agrees as follows:

ARTICLE I

RECOGNITION

Section 1. The City hereby recognizes the Division as the exclusive bargaining representative of all employees in the unit, as defined in Section 2 of this Agreement, for the purpose of collective bargaining with respect to rates of pay, wages, hours of employment and other conditions of employment.

Section 2. The collective bargaining unit is composed of full-time sergeants employed by the City in its Police Department, hereinafter called "Employees".

ARTICLE II  
ASSOCIATION REPRESENTATION

Section 3. The City agrees to recognize a negotiating committee. The Negotiating Committee shall represent the Division in meeting with the City for the purpose of collective bargaining and for the purpose of administration of this Agreement. The Negotiating Committee representing the Division, as well as the Negotiating Committee representing the City, shall each be represented by not more than three (3) persons.

Section 4. The Grievance Committee of the Division shall act in a representative capacity for the purpose of processing grievances for employees at the second step of the grievance procedure and thereafter. Said procedure is set out in Article VI of this Agreement.

ARTICLE III

Section 5. (a) All present employees in the bargaining unit who are now members, or who become members of the Division, shall remain members of the Division through the life of this Agreement. Members becoming elective or appointed City officials shall resign from the Division. (b) All future employees of the City of Grandville hired to positions within the bargaining unit may become members of the Division upon completion of one half of his/her probation period or, in the alternative, shall tender to the Division a dollar amount equivalent to the dues of the Division. (c) The City of Grandville will not in any way discriminate against any employee because of his/her membership in the Division. Members may attend Division meetings while on a tour of duty except that the vital, necessary and essential services of the City as determined by the City will not be interrupted. Prior to a meeting, the Division shall notify the Chief so that he has a knowledge of

members attending while on duty and where to immediately reach those members in case of urgent need or emergency. (d) Upon the employment of new employees, the City shall make such individuals aware of the Division security clause and furnish to them copies of this Agreement and the bylaws of the Division. (e) Management reserves the right to create new jobs or to change classifications. Prior to such actions becoming effective, the pay scale shall be negotiated between the Manager and the Division's bargaining team.

ARTICLE IV  
CHECK-OFF

Section 6. The City shall deduct from the pay of each employee who has submitted to the City an individually written authorization for such deduction the amount of Division dues certified to the City by the Treasurer of the Division. It shall be the responsibility of the Division Treasurer to file said authorization with the City Treasurer. The deduction of dues shall cover the current biweekly pay period in which the said deduction is made. Individual written authorizations shall be revocable by the employee upon thirty days written notice to the City or upon termination of this Agreement, whichever occurs first.

Section 7. The forgoing deductions shall be made biweekly and the amounts deducted by the City, together with a duplicate list of the employees from whom wage deductions have been made, shall be transmitted to the Treasurer of the Division within a reasonable time after said deduction is made. The Division hereby expressly agrees to collect all special assessments, initiation fees and similar member charges, and the same shall not be deducted from the employee's wages by the City.

Section 8. The Division shall and hereby agrees to indemnify and save the City harmless

against all claims, demands, suits or other forms of liability which shall arise out of or by reason of actions taken by the City in reliance upon certified lists furnished to the City by the Division, or because of any claims arising out of the City's compliance with the provisions of this Article.

Section 9. The City will make available to the Treasurer of the Division the names of all employees separated from the payroll, recalled or rehired, on layoff and/or approved leaves of absence.

ARTICLE V  
HOURS AND OVERTIME

Section 10. Overtime shall be paid at the rate of one and one-half (1 ½) times an employee's hourly rate for each hour actually worked in excess of eight (8) hours per day or forty (40) hours per workweek. A twenty-four (24) hour period shall begin at 12:01 a.m. and end at 12:00 midnight.

Section 11. An employee's hourly rate shall be determined by dividing his annual wage shown on Schedule "A" by the product of 52 times 40. Normal workweek shall be considered five (5) consecutive work days.

Section 12. (a) If any member is called in or back by a supervisor after having completed his regularly scheduled shift for the day, such member shall receive a minimum of two (2) hours pay at straight time or pay on the basis of time and one-half for actual hours worked under such circumstances, whichever is greater. Members shall also be compensated on the basis of a minimum of two (2) hours at straight time or on the basis of time and one-half for actual hours spent in connection with being required to give testimony or present evidence in any criminal, civil or administrative matter, arising out of the performance of his or her duties. If the employee so elects,



he or shall be given compensatory time off, in whole or in part, in lieu of wages earned. (b) The compensatory time off bank shall not, at any time, exceed two hundred (200) hours.

ARTICLE VI  
GRIEVANCE PROCEDURE

Section 13. For the purpose of this Agreement, the term "grievance", means any dispute between the City and the Division, or between the City and any member or members, concerning working conditions not specifically set forth herein and the effect, interpretation, application, claim or breach or violation of this Agreement.

Section 14. If any grievance cannot be orally resolved with the immediate supervisor, it shall be settled in accordance with this following procedure:

- Step 1- Each grievance shall be in writing, be signed by the aggrieved employee and presented to the Department head or assigned Department Head within five (5) working days after occurrence of the matter which gave rise to the grievance, or in five (5) working days after he should reasonably have known of the occurrence. The Department Head shall make a written answer within five (5) working days thereafter.
- Step 2 - If such answer is not satisfactory, it may, within ten (10) working days after receipt, be referred in writing to the City Manager by the Grievance Committee. If any new or additional grounds or reasons are given for the grievance, it shall be refiled with the Department Head for an answer. The City Manager shall discuss the grievance within five (5) working days after his receipt of it with the Grievance Committee and within ten (10) working days after such meeting give his written answer.
- Step 3 - In the event the grievance is not satisfactorily resolved, and if it involves a discharge, demotion, suspension, decrease in pay or insurance benefits, or a promotion, it may be referred within twenty (20) working days in writing by the Grievance Committee to an arbitration committee composed of the President or Vice President of the Division, the Mayor or a Councilman of the City of

Grandville, and a third person who is mutually agreed upon by the parties. If the said third person cannot be agreed upon by the parties, it is agreed that the Michigan Employment Relations Commission shall appoint said third member to the arbitration committee. The arbitration committee shall conduct a hearing within sixty (60) days after appointment of the third member. The majority decision of the arbitration committee shall be final and binding on the Division, the City and its employees. The cost of the third arbitrator shall be shared equally by the City and the Association.

Section 15. No complaint or grievance shall be considered at any step unless it has been filed and processed within the respective time limits. If the grievance is not advanced from one step to the next, as specified, it shall be considered to have been settled in accordance with the last answer made. Nothing contained in this section shall, however, prevent the parties from extending the time limits imposed, providing it is done in writing and specifies the period of extension.

#### ARTICLE VII SENIORITY

Section 16. "Total seniority" is continuous service with the City working in a position in the bargaining unit now represented by the Police Officers Labor Council, whether rank and file or supervisory, measured by the time spent on the active payroll plus approved leaves of absence, unless otherwise provided in this Agreement. "Rank seniority" is continuous service with the City working in a particular rank or classification in a bargaining unit now represented by the Police Officers Labor Council, whether rank and file or supervisory, as measured by the time spent on the active payroll plus approved leaves of absence, unless otherwise provided in this Agreement. The purpose of seniority is to provide a declared policy or right or preference affecting members' rights and privileges provided in this Agreement.

Section 17. A members seniority list shall be prepared by the City and a copy supplied for each member of the Division. The list shall be revised to reflect the current status of members as of January 1st each year.

Section 18. (a) Rank seniority shall be the controlling factor in layoffs from any rank or classification, and employees shall be laid off from their rank or classification in inverse order of seniority. After an employee is laid off from one rank or classification, he shall then have the right to use his total seniority to be assigned to a lower rank or classification if he (1) has greater total seniority than an employee in such lower rank or classification, and (2) is able to perform the duties of such rank or classification. (b) The City will not reduce hours below forty (40) hours per week in place of layoff. (c) No full-time employees shall be laid off as long as part-time employees are conducting the normal duties of the unit members.

Section 19. Each new employee shall be considered as a probationary employee for the first year after hiring. Each employee who is promoted to a higher rank or classification shall be considered as a probationary employee for the first six (6) months after such promotion. During his probationary period, a newly hired employee may be laid off or discharged by the City without regard for the provisions of this Agreement; the promoted employee shall retain his existing rank seniority, but during the probationary period may be returned to his former rank or classification without regard for the provisions of this Agreement. There shall be no responsibility on the part of the City for the rehiring or recalling of a newly hired probationary employee if his services have been dispensed with within the probationary period and such employee shall have no recourse to the grievance procedure.

Section 20. Seniority shall continue while an employee is on the active payroll of the City.

Seniority will be lost and the employment relationship shall end on the following conditions:

- (a) By quit or discharge for just cause; rehire within ninety (90) days shall not interfere with previously accrued seniority; interfere meaning employee will receive credit for all previously earned seniority before quit or discharge.
- (b) Failure to report within one week following the expiration of an approved leave of absence.
- (c) Absence from work for three consecutive working days without properly notifying the City of an acceptable reason for absence or unless otherwise excused.
- (d) Layoff for lack of work for more than eighteen (18) months.

Section 21. In case of extended sickness an employee who exhausts his sick leave days and vacation allowance shall continue to accumulate seniority for a total of twelve (12) months. Thereafter, he shall be granted a sick leave of absence without further accrual of seniority for the duration of the sickness. Upon receiving a doctor's statement indicating employee fitness for return to work, he will be reinstated in accordance with his accrued seniority.

ARTICLE VIII  
LEAVE OF ABSENCE AND SICK LEAVE

Section 22. Members may, at the discretion of the City, be granted leaves of absence without pay. Also, during such leave a member will not earn vacation days and will not be credited with sick leave days or seniority. Longevity will be adjusted accordingly. The City will continue to carry health and life insurance coverage on the member. However, the member will be responsible for all premiums advanced by the City while member was on leave. Leave shall be granted upon approval of the Department Head and City Manager.

Section 23. Request for leave shall be in writing and shall be signed by the member and given to the Department Head. Such request shall state the reason for the leave. Approval shall be in writing by the member's Department Head and the City Manager.

Section 24. It is agreed that members shall earn and be granted sick paid leave in accordance with the following schedule:

- (a) No sick leave with pay will be taken by a newly hired employee during the first six (6) months.
- (b) After completion of the six months, each full-time employee shall be credited with six (6) days of sick leave, and will accumulate further paid sick leave at the rate of one day per each full month of employment exclusive of leaves of absence.
- (c) Unused sick leave shall accumulate from year to year to an unlimited amount.
- (d) The City shall prepare a roster for the Division showing the accumulated sick leave at the end of each year for each member.
- (e) When unusual situations or emergencies exists in the member's immediate family, he may be compensated for the time off by the City with no invasion of the member's sick leave bank. This will be at the discretion of the City Manager,

- (f) Unused accumulated sick leave shall be paid to the employees who retire from or leave the municipal service after completion of five (5) years or more of continuous service to a maximum of one hundred eighty (180) days at a rate to equal one-third (1/3) of the employee's daily rate. In case of death, such unused accumulated sick leave pay shall be paid to the beneficiary of the deceased employee.

Section 25. Sick leave, when arranged for and approved in advance by the Department Head and City Manager, will be granted:

- (a) When it is established to the City's satisfaction that a member is incapacitated from the safe performance of his duties because of sickness, injury, pregnancy or childbirth.
- (b) When death occurs in the member's immediate family (spouse, children, stepchildren, father, mother, stepfather, stepmother, sister, brother, father-in-law, mother-in-law, sister-in-law, brother-in-law, grandparents, spouse's grandparents, and grandchildren). It is understood that in the event of death of any of the parties heretofore stated, up to three (3) days paid leave to make arrangements for and attend the funeral may be compensated for by the City with no invasion of the member's sick leave bank at the discretion of the City Manager. All members will request time off in writing to the City Manager.

Section 26. Medical certification will not generally be required to substantiate sick leave absences of three or less consecutive working days. Medical certificates or, in lieu thereof, a written, signed statement from the employee setting forth the reasons for sick leave may be required at the discretion of the City for each absence. Falsification of the medical certificate or falsely setting for the reasons for the absence shall constitute just cause for dismissal.

Section 27. Before a member employee, absent from his duties for twelve (12) consecutive days, returns, he shall satisfy the City that he is fit again to perform his duties.

Section 28. In case of a work incapacitating injury or illness for which the employee is or may be eligible for work disability benefits under the Worker's Compensation Law of the State of Michigan, such employee shall be allowed such salary payments which, with his/her compensation benefits, equals his/her regular salary or wage with no invasion of sick leave bank, vacation leave or compensatory time for the first six hundred sixty (660) hours of work missed from the normal shift schedule. After the first 660 hours, the salary supplement shall be charged to the employee's sick leave bank, vacation leave and/or compensatory time proportionately to the City's contribution, unless the employee opts to waive the salary supplement and accept the compensation benefits as full payment. The employee shall draw only those benefits as are allowable under the Worker's Compensation Law of the State of Michigan. The employee may designate the order in which accumulated sick leave banks will be charged. Upon request made to and approval given by the City Manager, medical insurance for an employee who is unable to work because of non-work related illness or injury shall be continued at the City's expense for a period of up to ninety (90) calendar days after exhaustion of the employee's sick leave bank, vacation leave and compensatory time.

Section 28 (a). If an employee covered by this Agreement becomes physically or mentally handicapped to the extent he cannot perform his regular job, the City will attempt to place the employee in a position that he is physically and mentally able to perform.

Section 29. Within any one year, up to five (5) days accumulated sick leave credits may be transferred to another employee's exhausted sick leave bank upon a written request to do so being presented to the City Manager by the donor. A limit of fifty (50) days sick leave credits may be received by any employee in any yearly period.



Section 30. Military leave shall be granted as follows:

- (a) Any member who is inducted in the Armed Forces of the United States, or who joins the Armed Forces in lieu of being inducted during a national emergency, under the provisions of the Selective Service Act of 1940, as amended, shall be entitled to a special leave of absence without pay for the period of service required by such original induction. Upon his honorable discharge such member will be reinstated to his former position or one comparable to it, providing he makes formal application for reinstatement within ninety (90) days of his date of discharge. Seniority and longevity credits to continue while member is in service.
- (b) Any permanent member who requests a leave of absence not to exceed twenty (20) working days per year to participate in a branch of the Armed Forces Reserve Training Program shall be granted such leave upon presentation of proper documentation by his Commanding Officer. He shall be paid by the City the difference between the amount he receives for such training and his full salary.
- (c) Any member who is called out on emergency duty by any of the established Armed Forces Reserve Training Units, or by the Michigan National Guard, in order to protect the rights of the citizens of the State of Michigan or any other state or the U.S. Government, shall be paid by the City the difference between the amount he receives for such duty and his full salary for a period of twenty (20) working days each emergency.

Section 31. In the event a member is summoned for jury duty, a special leave of absence shall be granted for that purpose, providing he presents the court order, subpoena or summons, if one is issued, to the City as far in advance as possible. He shall be expected to be at work at all hours when not serving as a juror. The pay such employee shall be entitled to for such leave shall be his basic rate for the time necessarily lost from his normal work schedule less any amount received for such jury duty.

ARTICLE IX  
VACATIONS

Section 32. Full-time employees of the City shall earn vacation leave with pay in accordance with the following schedule:



- (a) An employee shall not be entitled to a vacation leave during the course of the first six (6) months he is employed. However, he shall be credited with five (5) days of vacation after completing the first six (6) months. He shall be entitled to five (5) additional days of vacation after completing the succeeding six (6) months of employment.
- (b) After completing the second calendar year, the member shall be credited at the rate of 1.00 of a day for each month employed from the first anniversary date to January 1st. All vacations from that point will be earned as of January 1st each and every year.
- (c) After completing the 7th calendar year of employment, employees will receive one additional day of vacation for each year worked thereafter through the 15th year of employment with the City.
- (d) After completing the 15th calendar year of employment, an employee shall be entitled to four (4) weeks of vacation leave each year.
- (e) Payment for accrued vacation credit shall be made upon retirement or termination or to an employee's beneficiary upon death. In the event excessive vacation credits were used by an employee, the final pay of the employee shall be reduced accordingly.

Section 33. Vacation pay shall be computed on the basis of the employee's normal work week.

Section 34. Although the City reserves the right to schedule vacations, it is hereby agreed that an effort shall be made by the City to schedule vacation leave consistent with the seniority status of the employee, the desires of the employee together with the manpower and workload requirements as determined by the City.

Vacation credits shall be taken within twelve (12) months after they are earned. Employees must use no less than sixty (60) percent (rounded off to the nearest full day) of earned vacation within the time period stated above. Each employee shall, upon written request, be paid for the remaining earned vacation. Such payment shall be in lieu of time off the assignment.

ARTICLE X  
HOLIDAYS

Section 35. The employees shall be entitled to holiday leaves with pay on the following recognized holidays: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving Day, the day before Christmas, Christmas Day and two (2) personal business days (earned as December 31 each year). Employee shall give five (5) days notice of his intention to take personal business days prior to doing so.

Section 36. Members shall use the personal business days at any time after January 1 during the following twelve (12) months. These credits shall not accumulate beyond the time specified unless for personal reasons which will be approved at the discretion of the Department Head and the City Manager.

Section 37. All recognized holidays shall be celebrated on the day nationally designated for celebration of the particular recognized holiday.

Section 38. In no instance shall the vital services of the City to the community be interrupted by the reason of observance of any holidays.

Section 39. Full-time employees who are required to work on any of the holidays set forth in Section 35 hereof shall be compensated as follows:

- (a) The employee shall receive compensation at the rate of two and one-half ( $2\frac{1}{2}$ ) times his regular hourly rate for eight (8) hours plus two and one-half ( $2\frac{1}{2}$ ) times his regular hourly rate for any additional hours the employee is required to work.
- (b) If the employee so elects, he or she will be given compensatory time off, in whole or in part, in lieu of earned holiday pay.

Section 40. All regular full-time employees shall be eligible to receive holiday pay under the following conditions:

- (a) An employee must have worked on his/her last regularly scheduled workday immediately preceding and immediately following the holiday, unless on an excused paid absence.
- (b) No holiday pay will be paid to an employee while on an unpaid leave of absence.
- (c) If a holiday occurs during the time an employee is on vacation, the employee shall receive holiday pay for the recognized holiday and not be charged for vacation on the holiday.

Section 41. Eligible employees shall receive eight (8) hours pay at their regular hourly rate for all recognized holidays on which they are not required to work.

#### ARTICLE XI INSURANCE

Section 42. The City shall pay the required premium for full-time employees, plus the full cost of coverage for his/her spouse and child dependents to age 19, for the hospitalization plan and dental plan described in Appendix B. An employee may, at his/her own expense, elect to extend insurance coverage for eligible dependent children or sponsored dependents. A designated HMO plan(s) is available. The City's cost for HMO premiums will be limited to the amount paid for conventional health insurance. The City shall have the right to change to another insurance carrier, providing the overall benefits of the new plan are substantially equivalent to or better than those described in Appendix B. A representative of the Bargaining Committee shall be kept advised of any efforts by the City to change carriers.

Section 42a. Effective January 1, 1997, the City shall provide up to \$150 per calendar year reimbursement for optical expenses incurred by/for employee only. An employee may elect to roll

over one year's reimbursement to second year and be reimbursed for expenses up to \$300. Combining more than two years is not permitted.

Section 43. The City agrees to provide adequate false arrest insurance and malpractice insurance in the case of EMT members.

Section 44. The City shall provide fully paid twenty-five thousand dollars (\$25,000) life insurance policies for all members of the Division. This amount to be increased to fifty thousand dollars (\$50,000) in case of accidental death on or off-duty.

ARTICLE XXII  
WAGES

Section 45. Classifications under this provision to be as follows: Sergeant. See Appendix A.

ARTICLE XIII  
MISCELLANEOUS PROVISIONS

Section 46. Time off without pay to attend funerals for persons other than those outlined specifically in this Contract me be arranged upon approval of shift supervisor, department head and the City Manager.

Section 47. It is hereby agreed that the City shall pay to the employee twenty-one cents (\$.21) per mile for use of the employee-owned vehicles on City business.

Section 48. The City will furnish to all employees of the Department physical examinations by the Department' physician, on the basis of one (1) exam every other year. Further, the City will furnish reasonable and necessary tests as may be required by the Department's physician. The examination and test results will be provided directly to the Chief of Police for information and evaluation. Employees shall also receive copies of their physical examinations, including any test results.

Section 49. The City shall provide a minimum of two hundred dollars (\$200.00) clothing allowance per member of the Association in the Police Department budget. The Chief of Police shall determine the needs of the department and shall provide all employees with the necessary items to maintain an acceptable appearance based on the Standards of the Profession. Further, the City shall assume the full cost of uniform dry cleaning for all full-time employees who are on regular duty and clothing of employees who are on assignment to plainclothes duty for more than ten (10) consecutive days, as defined in the attached Letter of Understanding dated July 29, 1994.

Section 50. If requested, the member will be furnished a copy of his efficiency reports.

Section 51. The City will reimburse employees covered by this Agreement for tuition, books and required materials needed in connection with academic courses leading to a degree in Criminal Justice or Public Administration and completed by the employee achieving an academic grade of 70% (C) or above. Employees shall not be authorized or reimbursed educational expenses for courses in the stated fields of study in excess of actual costs for reimbursable expenses connected with one course per academic term or semester.

Authorization to enroll in a course for which reimbursement is allowable shall be obtained from the Department Head and City Manager prior to enrollment.

Section 52. Employees who are employed on December 1 of each year and have then completed five (5), ten (10) or fifteen (15) years of service shall be eligible to receive a longevity payment of two hundred dollars (\$200.00), four hundred dollars (\$400.00), or six hundred dollars (\$600.00), respectively. Such payment shall be made on the first pay day in December.

Proportionate payments shall be made upon retirement or termination of services.

Section 53. Employees will become eligible for advancement to subsequent steps on their anniversary date of employment or sooner if merited.

ARTICLE XIV  
PLACEMENT AND PROMOTIONS

Section 54. When a job or new opening appears in the department, the job shall be posted in the department. Upon posting the job and upon the City receiving an adequate number of qualified applications, tests and evaluations will be completed within three (3) weeks and appointments made within one (1) additional week. Advancements within the Police Department will warrant a raise in pay. Placement or advancement shall be at the City's discretion and the City shall consider the employee's experience, work history, qualifications and seniority in filing vacancies.

In addition to posting departmental positions, it is agreed that all City openings will be posted in the Department.

Supervisor shall discuss with an employee whose merit increase could be delayed the reason for the same at least sixty (60) days prior to the employee's anniversary date, to afford the employee an opportunity to sufficiently correct the stated work or personal deficiencies. Said deficiencies shall be presented to the employee in writing and shall become a permanent part of his personnel file.

ARTICLE XV  
CITY RIGHTS

Section 55. It is recognized that the City retains all rights and powers with respect to managing the affairs of the City which it has by virtue of the laws and City Charter, except as the

exercise of such rights or power is modified by the specific terms of this Agreement. Except as provided in this Agreement, the Association recognizes the:

- (a) Right of the City to operate and manage its affairs in all respects.
- (b) Exclusive right of the Chief of Police to establish departmental rules and procedures.
- (c) City and the Chief of Police have the exclusive right to schedule overtime work as required in the manner most advantageous to the City, commensurate with the applicable provisions of this Agreement.
- (d) Fact that every duty connected with operations enumerated in job descriptions is not always specifically described, and it is intended that all such duties shall be performed by the employee.
- (e) The City, the City Manager and the Chief of Police reserve the right to lay off employees of the Police Department as stipulated in Section 18 of this Agreement.
- (f) The City and the Chief of Police shall have the right to transfer employees within the Police Department in a manner most advantageous to the City.
- (g) City, City manager and the Chief of Police shall retain all rights and authority to which by law they are entitled.
- (h) City shall have exclusive authority to transfer any governmental operation now conducted by it to another unit of government. Upon such transfer, all agreements are to be reviewed and any changes as it affects personnel of the department will be negotiated.
- (I) City shall have the authority to consolidate the operations of two or more departments, and to reorganize the operations within the department, or departments.
- (j) Association recognizes the City has the statutory and Charter rights and obligations in contracting for matters relating to municipal operations. The right of contracting or subcontracting is vested in the City.
- (k) The City shall not dismiss or discipline any employee except for just cause.



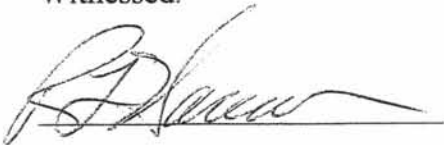
by the management of the Police Department.

2. It is further understood that should a situation arise where the Chief of Police has determined that it is in the best interest of the City, the Police Department and/or the individual, the personnel can and may be transferred to different shifts regardless of seniority status or preference. Reasons for such transfer are training or school attendance and preparation for reassignment.

Section 59. This Agreement shall remain in full force and effect through June 30, 2002, and shall be automatically renewable from year to year thereafter, unless either party wishes to terminate, modify or change this Agreement, in which event notification of such must be given to the other party in writing one hundred twenty (120) days prior to the expiration of this Agreement or anniversary thereof.


Section 60. This Agreement contains the entire agreement between the parties, and during its term, neither shall be required to bargain on any subject whether mentioned herein or not; provided, however, that without opening this Agreement, the parties shall meet from time to time upon mutual agreement to discuss changes, modifications and problems concerning this Agreement. They shall further carry on discussion with respect to grievance and any additional problems concerning wages, hours and conditions of employment.

Witnessed:



\_\_\_\_\_

POLICE OFFICERS LABOR COUNCIL,  
GRANDVILLE POLICE DEPARTMENT  
DIVISION, SUPERVISORY UNIT

By:  \_\_\_\_\_

By:  \_\_\_\_\_



CITY OF GRANDVILLE

Witnessed:

Mary Munnis  
Lois J. Mochouse

By: Ann R. Juck  
By: Sharon Stralman

APPENDIX A

WAGES

	<u>7-1-99</u>	<u>7-1-2000</u>	<u>7-1-2001</u>
Sergeant - Annual Salary	47,364	47,301	50,779

The wages stated above are 111% of the base wage paid to the top step patrolman per Appendix A of the Rank and File Unit Agreement.

An employee shall receive an additional 3% of his regular hourly salary for each hour worked while on an assignment to plainclothes duty for more than 10 consecutive days.

Sergeants' base wages shall be 111% of the base wages of a top step patrolman per Appendix A of the Rank and File Agreement.

Plainclothes differential shall be 111% of top paid patrol officers assigned to plainclothes duty.

APPENDIX B

INSURANCE

SCHEDULE OF BENEFITS

1. ELIGIBILITY

ELIGIBLE EMPLOYEES: All full-time employees of the City who are working a minimum of thirty (30) hours per week.

INITIAL ELIGIBILITY DATE FOR NEW EMPLOYEES: The first day of the month following completion of thirty (30) continuous days of active employment with the City.

AGE LIMITATION FOR ELIGIBLE DEPENDENT CHILDREN: The end of the year in which the child attains age 19, except that a regular full-time student at an accredited college or university who is dependent upon the employee for support is eligible until age 25.

SPONSORED DEPENDENTS: certain dependents other than children may qualify for coverage under this Plan. Please consult the definition of "Dependent" for details.

2. COVERED BENEFITS  
FOR ALL ELIGIBLE EMPLOYEES AND DEPENDENTS

<u>Type of Coverage</u>	<u>Benefits</u>
SUPPLEMENTAL ACCIDENT BENEFIT	
Maximum payable at 100% per accident	\$ 300.00
HOSPITAL REVIEW NON-COMPLIANCE PENALTY	\$ 250.00
HOSPICE CARE BENEFIT:	
Payable at	100%
Maximum Lifetime Benefit	\$5,000.00
Maximum Periods of Treatment	6 months
PRESCRIPTION DRUG BENEFIT:	
Co-Pay Amount per Prescription or Refill	\$ 5.00

	PPOM	NON-PPO DED. \$200/\$400
<u>HOSPITAL EXPENSE</u>		
I/P Room & Board	100%	80%
I/P ICU	100%	80%
I/P Miscellaneous	100%	80%
O/P ER/Emergency	\$25 copay/100%	80%
O/P Operating Room	100%	80%
O/P Clinic	100%	80%
OUTPATIENT FACILITY EXPENSE		
OUTPATIENT FACILITIES		
Ambulatory Surgical Centers	100%	80%
Emergency Air Ambulance	80%	80%
AMBULANCE		
Ambulance Transportation	80%	80%
Emergency Air Ambulance	80%	80%
PHYSICIANS EXPENSE		
Hospital Visits	100%	80%
Emergency medical care	100%	80%
Office & Home Visits	\$10 copay/100%	80%
Home Visits	100%	80%
Consultations	100%	80%
Routine Physicals/Tests	\$10 copay/100%	NC
Well Child Care/Immunization	100%	NC
Surgeon/Assistant Surgeon	100%	80%
Anesthesiologist	100%	80%
Other Physician Service	100%	80%
RADIOLOGIST/PATHOLOGIST EXPENSE		
Diagnostic/Laboratory tests	100%	80%
Radiation & Chemotherapy	100%	80%
OTHER ELIGIBLE MEDICAL EXPENSE		
Therapy	100%	80%
Orthopedics	100%	80%
Prosthetics	100%	80%
medical Supplies/Services	100%	80%
Extended care	100%	80%
Hospice	100%	80%

Home health Care	100%	80%
MENTAL/NERVOUS/SUBSTANCE ABUSE		
Inpatient	75%	50%
Outpatient	75%	50%
Maximum Lifetime benefit for Major Medical Expenses per Covered Person		\$1,000,000.00
Maximum Annual Benefit for Mental/Nervous Expense per Covered Person		\$15,000.00
Maximum Annual Benefit for Outpatient of Mental/Nervous Conditions and Substance Abuse		\$ 2,750.00
Maximum Benefits in Any Two or More Years for Outpatient Treatment of Mental/Nervous Conditions and Substance Abuse		\$ 5,000.00
Maximum Lifetime Benefit for Mental/Nervous Expense per Covered Person		\$30,000.00
Maximum Eligible Major Medical Expenses:		
Daily Hospital Room & Board		The Hospital's Standard Semi-Private Rate
Intensive Care		The Hospital's Actual Charge
		<u>Benefits</u>
Extended Care Daily Limit		The facility's Standard Semi-Private Rate
All Other Eligible Medical Expenses	Usual, Customary and Reasonable Charges	

DENTAL CARE EXPENSE BENEFIT PLAN #21

POLICE, SUPERVISORY AND OFFICERS

Class I - Preventive, payable at	75%
Regular Examinations	
X-Rays and laboratory tests	
Emergency Treatment for relief of pain	
Cleaning and fluoridation	
Children's space maintainers	
Class II - Restorative, payable at	50%
Fillings and crowns	
Root canals	
Treatment of gums and bones	
Surgical extractions	
Adjustment and relining of existing	
Dentures and bridges	
General anesthesia	
Class III - Prosthodontics, payable at	50%
Construction and installation of	
<u>NEW</u> dentures and bridges	
Class I, Class II, and Class III combines	
Annual Maximum benefit	\$1,000
Class IV - Orthodontic, payable at	50%*
Lifetime Maximum Benefit	\$1,000

\*Orthodontic benefits are available only to dependent children under age 19.

LETTER OF UNDERSTANDING -- DRUG TESTING

The parties mutually agree to establish a committee to work with the City Manager's office on implementation of a policy or guidelines addressing the issue of drug and alcohol testing issues.

POLICE OFFICERS LABOR COUNCIL  
Grandville Division  
Supervisory Unit

CITY OF GRANDVILLE

By: Da-Steers

By: [Signature]

Its: BARGAINING CHAIRMAN

Its: Mayor

Dated: 2-2-00

Dated: 2-2-00

## MEMORANDUM OF UNDERSTANDING

This memorandum of understanding is mutually agreed to by the Grandville Police Department Chief of Police for the City of Grandville and the Police Officers Labor Council Grandville Police Department Division, Supervisory Unit. This memorandum shall remain in effect from January 1, 1992 and until either the Chief of Police or the Supervisory Unit exercises the notice of discontinuance.

In order to properly institute a 3/12 (3-day/12-hour) shift program, the following Articles and Sections of the Collective Bargaining Agreement are amended to read:

### ARTICLE V

#### HOURS AND OVERTIME

Section 10 Overtime shall be paid at the rate of one and one-half (1-1/2) times an employee's hourly rate for each hour actually worked in excess of twelve (12) hours per day or eighty-four (84) hours in a fourteen (14) day period. Employees shall for the 84 hours receive 80 hours at the employee's hourly rate and four hours of compensatory time earned. A twenty-four (24) hour period shall begin at 12:01 a.m. and end at 12:00 midnight.

Section 12(b) The compensatory time off bank shall not, at any time, exceed two hundred and fifty (250) hours.

### ARTICLE VIII

#### LEAVE OF ABSENCE AND SICK LEAVE

Section 24(b) After completion of the six months, each full-time employee shall be credited with 48 hours of sick leave, and will accumulate further paid sick leave at the rate of 8 hours per each full month of employment exclusive of leaves of absence.

Section 24(f) Unused accumulated sick leave shall be paid to employees who retire from or leave the municipal service after completion of five (5) years or more of continuous service to a maximum of fourteen hundred and forty (1440) hours at a rate equal to one third (1/3) of the employee's hourly rate. In case of death, such unused accumulated sick leave pay shall be paid to the beneficiary of the deceased employee.

### ARTICLE IX

#### VACATIONS



Section 32 (a) (b) (c) (d)

All stated days are understood to be earned at one day equals eight (8) hours. It is further understood that while on a 3/12 schedule, all vacation days are used at one day equals twelve (12) hours.

Section 33 Vacation pay shall be computed on the basis of 40 hours pay plus two hours compensatory time earned for each seven day period and at twelve hours per vacation day used.

ARTICLE X

HOLIDAYS

Section 35. Personal days shall represent twelve (12) hours pay while employees are assigned to the twelve (12) hour schedule.

Section 39(a) The employees shall receive compensation at the rate of two and one-half (2 ½) times their regular hourly rate for twelve (12) hours plus two and one-half (2 ½) times their hourly rate for any additional hours the employee is required to work.

Section 41. No change, unless the day is a date on which the employee would have been scheduled to work twelve (12) hours, the twelve (12) hours shall be awarded. If the hours would be in addition to the 84 in a pay period, then an eight (8) hour award will continue.

ARTICLE XVII

Section 58(a) This shall be the total governing language for shift bidding.

Section 58(b) This section shall be suspended for the full term of this memorandum of understanding, except as to the provisions in paragraph seven and subparagraphs 1 & 2.

This memorandum of understanding shall be a clear indication of mutual willingness to enter into a 3/12 shift program. Both the Chief of Police and the Supervisory Unit members agree to continue discussion and dispose amicably of any problems which might arise in the course of this program or provisions of the collective bargaining agreement which might, through unintentional oversight, be inconsistent with this memorandum of understanding or interfere with the successful implementation or operation of the 3/12 program.

Finally it is agreed that either party may exercise discontinuance of the 3/12 shift program by notifying the other party of this intention at least eighty-four (84) days prior to the desired date of

discontinuance. Discontinuance shall not be for arbitrary or capricious reasons and is grievable on this standard only.

Should the 3/12 shift program be discontinued, it is agreed that the work schedule would return to the five (5) day, forth (40) hour shift schedule.

Don Stew

For the Grandville Division  
Supervisory Unit

2-2-00

Date

[Signature]

Witness

[Signature]

City of Grandville  
Mayor

2-2-00

Date

Mary Mermes

Witness

LETTER OF UNDERSTANDING

The City of Grandville and the Police Officers Labor Council agree that when it becomes necessary to establish a defined contribution retirement plan pursuant to Section 57a, the parties will meet and mutually select the plan administrator or investment advisor.

POLICE OFFICERS LABOR COUNCIL  
Grandville Division  
Supervisory Unit

BY: Don Jew

Its: Bargaining chairman

Date: 2-2-00

CITY OF GRANDVILLE

BY: [Signature]

Its: [Signature]

Date: 2-2-00

LETTER OF UNDERSTANDING

Uniform Dry Cleaning Arrangements

July 29, 1994

Procedures:

1. Billing will be direct to the City of Grandville by the vendor. There will be no charge to the employee.
2. Work clothing which may be dry cleaned includes uniform shirts, uniform pants, ties, thin jackets, and jackets with liners. Officers assigned to plain clothes duty may submit for cleaning 2-piece suits, 3-piece suits, sport coats, pants, plainclothes officers' shirts, and sweater/sweater vests if worn while on duty.
3. Employee usage of the dry cleaning benefit shall be relative to actual need. There shall be a general limit of no more than 4 uniform shirts and 3 uniform pants per week plus 1 jacket per month or the equivalent in other items (3 sport coats and 3 pants or 3 sweaters and 3 pants or 3 suits per week), however, the limits may be exceeded in special circumstances when approved by the Chief of Police.
4. Vendor program to be implemented beginning April 1, 1995. It is agreed the December 1994 dry cleaning allowance will be the full and final payment for all dry cleaning costs incurred by employees through March 31, 1995.

POLICE OFFICERS LABOR COUNCIL  
Grandville Division  
Supervisory Unit

By: Don Jones

Its: Bargaining chairman

Date: 2-2-00

CITY OF GRANDVILLE

By: [Signature]

Its: [Signature]

Date: 2-2-00