

**AGREEMENT**

**Between**

**TOWNSHIP OF CLARK**

**And**

**CLARK POLICEMEN'S BENEVOLENT ASSOCIATION LOCAL #125**

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**January 1, 2024 through December 31, 2027**

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**TABLE OF CONTENTS**

<b><u>ARTICLE</u></b>	<b><u>PAGE</u></b>
PREAMBLE .....	1
ARTICLE I      RECOGNITION .....	1
ARTICLE II      LEGAL REFERENCE .....	1
ARTICLE III      VACATION AND HOLIDAYS.....	1
ARTICLE IV      LEAVE OF ABSENCE, SICK LEAVE AND OTHER LEAVES .....	2
ARTICLE V      CLOTHING ALLOWANCE, EQUIPMENT, UNIFORM MAINTENACE ALLOWANCE. ....	17
ARTICLE VI      HOURS AND OVERTIME.....	17
ARTICLE VII      COMPENSATION.....	20
ARTICLE VIII      LONGEVITY PROGRAM.....	23
ARTICLE IX      GRIEVANCE PROCEDURE.....	23
ARTICLE X      POLICE OFFICERS' RIGHTS .....	25
ARTICLE XI      COLLEGE INCENTIVE PROGRAM .....	27
ARTICLE XII      MEDICAL/DENTAL BENEFITS .....	29
ARTICLE XIII      RETENTION OF BENEFITS.....	31
ARTICLE XIV      MEDICAL/DENTAL AND OTHER BENEFITS FOR RETIRED MEMBERS .....	31
ARTICLE XV      PERSONAL DAYS .....	33
ARTICLE XVI      NO WAIVER.....	35
ARTICLE XVII      MANAGEMENT RIGHTS .....	35
ARTICLE XX      TERM.....	36



**PREAMBLE**

THIS AGREEMENT effective the 1<sup>st</sup> of January, 2024 by and between the TOWNSHIP OF CLARK (hereinafter called the “Employer”) and the CLARK POLICEMEN’S BENEVOLENT ASSOCIATION, LOCAL #125 (hereinafter called the “PBA”).

WHEREAS, the parties have carried on collective bargaining for the purpose of developing a contract covering wages, hours of work and all other conditions of employment;

NOW, THEREFORE, in consideration of the promises and mutual agreements herein contained, the parties hereto agree with each other with respect to the employees of the employer recognized as being represented by the PBA as follows:

**ARTICLE I**

**RECOGNITION**

The Employer hereby recognizes the PBA as the exclusive representative for members of the Police Department of the Township of Clark, with the exception of the positions of Police Chief and Captain. The contract covers Police Officers, Detectives, Sergeants and Lieutenants.

**ARTICLE II**

**LEGAL REFERENCE**

Nothing contained herein shall be construed to deny or restrict to any Police Officer such rights as he/she may have under other applicable laws and regulations. The rights granted to Police Officers hereunder shall be deemed to be in addition to those provided elsewhere.

**ARTICLE III**

**VACATIONS AND HOLIDAYS**

**Section 1. Vacation Leave**

All employees shall be entitled to the following minimum periods of vacation with pay:



Years of Service

Vacation Leave

0-5 years	12 working days' vacation during each year of service with vacation days pro-rated in the first year and taken after completion of the academy.
6-10 years	16 working days during each year of service
11-15 years	20 working days during each year of service
16-20 years	24 working days during each year of service
21-25 years	28 working days during each year of service

Section 2. Holidays (13)

Officers have the value of thirteen (13) holidays included in their base pay. Holiday pay is subject to pension benefit contributions, premium pay for overtime and deductions for healthcare contributions, as required by applicable law, as well as for the computation of other benefits. Holiday pay shall be paid to officers in their regular paychecks in equal installments consistent with the Employer's regular payroll cycle, as part of each officer's base earnings.

Beginning January 1, 2024, Juneteenth will be added as a holiday. Officers will receive the equivalent of one additional personal day in lieu of holiday pay for the Juneteenth Holiday.

**ARTICLE IV**

**LEAVE OF ABSENCE, SICK LEAVE AND OTHER LEAVE**

Section 1. Sick Leave

Sick leave is hereby defined to mean absence from post-of-duty of an employee because of illness, accident, exposure to contagious disease, attendance upon a member of the employee's immediate family, who is seriously ill, requiring the care of such employee or absence caused by death in the immediate family of such employee. A certificate of a reputable physician in attendance may be required as sufficient proof of need of leave of absence of the employee or the

need of the employee's attendance upon a member of the employee's immediate family. In case of leave of absence due to contagious disease, a certificate from the Department of Health shall be required prior to return to duty. In the case of death in the family of the employee, any reasonable proof required by the department shall be sufficient. The term "immediate family" is limited to the employee's spouse, domestic or civil union partner, child, step-children, parents, parents-in-law, grandparents, grandchildren, brothers, sisters or a relative who is part of the household.

Employees are entitled to thirteen and one-half (13 ½) hours of sick leave with pay for each month of service from the date of appointment to December 31 of that year. Thereafter, one hundred sixty-one and one-fourth (161.25) hours of paid sick leave are granted in each additional calendar year for patrol division and one hundred forty-two and one-half (142.5) hours for Detectives.

Sick time usage is a benefit and is to be used as defined. Sick time is not to be abused, nor is it to be utilized for any other purpose.

The employee or a member of the employee's family must telephone Police headquarters or other individual designated by the Police Chief at least an hour before the employee's starting time advising that the employee cannot report to work (emergencies excepted). The employer shall require proof of illness, whenever three (3) or more consecutive days are utilized as to "fitness for duty", or if an employee has a pattern of sick leave use. A pattern is defined as "absences that consistently occur". For example, before or after scheduled days off including holidays and vacations; the same day of the week or month, etc. Failure to provide proof of illness by the employee may result in disciplinary action.

Any employee expending a total of more than five (5) non-consecutive days of sick leave in any one year may be required to provide a doctor's note or submit to a physical examination by a medical doctor selected by the Business Administrator, and the net cost, if any, to the employee for that doctor visit shall be reimbursed by the employer. If such examination determines that no sickness is evident, the employee shall be subject to disciplinary action.

Sick time taken as part of a day shall require the approval of the Police Chief or his designee to verify that the individual either has a doctor's appointment or is feeling suddenly ill.

An employee absent from work utilizing a day of Sick Leave must be at home during the hours scheduled to work for which Employee is being paid and reported off sick except to go for medication. The Employer reserves the right to call by telephone or send a physician, visiting nurse or other appropriate official to confirm employee's whereabouts or to order the Employee to a physician of Employer's choice to report on condition of the Employee. If such examination determines no sickness is evident, employee shall be subject to discipline. No place of confinement visits or telephone calls shall take place before 0800 or after 2100 hours.

During a period of disability, employees may elect, if they so desire, to first utilize all or any part of their accumulated sick leave. In the absence of such an election, leaves of absence provided by this contract will not affect in any manner whatsoever the accumulated sick leave of the disabled employee.

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

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In the event of such action, the employee must agree in writing to reimburse the Employer for payments they may receive as Workers' Compensation, insurance benefits or from any settlement or judgment paid to the employee by a person or corporation held responsible for such injury, but only to the extent equal to the amount received by the employee while out on said leave of absence.

For the purpose of reimbursement for unused sick leave at retirement, an employee's unused sick days shall be multiplied by his/her per diem salary rate in effect at retirement, subject however to the following maximum dollar amount: \$20,000.00.

Effective January 1, 2006, reimbursement for unused sick leave beyond the \$20,000.00 maximum shall be reimbursed at the rate of one (1) day for each additional five (5) days of unused sick leave to a maximum of ten thousand (\$10,000.00). The maximum total amount of payment for unused sick leave upon retirement that a police officer can receive is \$30,000.00.

Payment of the sick leave buy-out shall be in the following manner. On the date of retirement, \$5,000.00 lump sum; six months following retirement, the balance shall be paid either in a lump sum or in equal annual installments, at the employee's choice. The employee shall give written notice to the employer of his/her choice of payment on the date of his/her retirement.

Employees hired after May 21, 2010 will be reimbursed for accrued and unused sick leave at retirement up to a cap of \$15,000 or as otherwise provided by law.

Sick Leave Incentive Plan.

Effective upon adoption, Sick Leave Incentive shall be as follows:

The parties agree to maintain a sick leave incentive plan whereby an employee covered hereunder who uses forty-three (43) hours or less for patrol and thirty-eight (38) hours or less for

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the Detectives in a calendar year shall have the option to be paid for up to forty-three (43) hours for patrol and thirty-eight (38) hours for the Detectives per year and may accumulate (bank) one-half (1/2) of the remaining unused hours of sick leave from the original hours of entitlement of 161.25 hours for patrol and 142.5 hours for Detectives. The other one-half (1/2) of unused sick time will be eliminated. Employees may choose not to be paid under the provision of this section of the agreement in which case all unused sick leave for the year shall be accumulated. Employees hired by the Township of Clark on or after May 21, 2010 are not permitted to cash out sick leave other than at retirement.

In addition to the above, all officers are eligible for the following sick leave incentive:

- |                                   |             |
|-----------------------------------|-------------|
| a. 0 days used in a calendar year | 5 comp days |
| b. 1 day used in a calendar year  | 4 comp days |
| c. 2 days used in a calendar year | 3 comp days |

A "used" sick day shall be equal to the number of hours in the employee's regular shift. This sick incentive comp time shall not be subject to cash-out and shall be included in the 86 hours of accrued compensatory time allowed in Section 5, below.

Sick Leave Donor System.

Effective January 1, 2006, the Employer will institute a program of donated sick leave with the following terms and conditions:

1. Each officer may, at his/her option, participate in a "sick leave donor system" which shall enable participating employees who have exhausted all accrued sick and other leave to continue receiving sick leave donated by fellow officers. The following conditions apply to the sick leave donor program:

- a. All donations of sick leave will be on a voluntary basis;

- b. The days donated by an officer will not count towards or trigger any requirement to provide a doctor's note;
- c. A committee consisting of four (4) individuals will be set up to administer the donation of sick leave. Said committee must include the Chief of Police, a person designated by the Chief and two (2) individuals designated by the President of the PBA;
- d. A list of all officers of the Clark Police Department who wish to donate any sick time shall be maintained by the Township;
- e. The list used for the donation of sick time will be by seniority, starting by rank seniority for all superior officers, then seniority by length of service for all patrol officers, etc.
- f. No more than a total of ten (10) sick days may be donated by any one (1) officer to any other officer(s) during a calendar year.
- g. The only time a donation of sick time may be asked for by an officer is when he/she has exhausted all his/her accumulated sick leave, vacation, holidays, personal days, compensatory time off and all other entitlements, and the officer is suffering from a prolonged health condition or injury.
- h. The Chief's office will, at the end of each January, prepare a report of the sick time used by all officers to the committee that administers the donation of sick time so that any officer wishing to donate same will know if the officer requesting such a donation has been abusing his own sick time.
- i. The donation or refusal to donate sick time will be kept confidential from all others except that of the committee that administers same.



- j. A list of the officers and the days that they donate will be submitted to and filed in the Chief's office.
- k. Any employee who uses more than four sick days (43 hours for Patrol, 38 hours for the Detectives) by either donating in the donor system or by personal use in combination with donating shall not be eligible for the Sick Leave Incentive Plan under Article IV of the collective bargaining agreement.
- l. Sick time donations may be given to police civilian personnel.

Section 2. Maternity Leave.

- a. Upon request in writing to the appointing authority, a regular, full-time employee shall be entitled to a maternity leave of absence not to exceed six (6) months. The employee may request that such leave shall be with pay to the extent of accrued sick leave, otherwise, the time on leave shall be without pay.
- b. An employee using maternity leave is expected to return to work upon expiration of the scheduled leave unless the employee provides a medical note from their treating healthcare provider explaining the need for an extension of the maternity leave and providing an anticipated date for return to full duty.
- c. Seniority shall be accrued while the employee is on a paid leave, but shall not be accrued during leave without pay. However, in the latter case, the employee shall retain seniority accrued up to the time the unpaid leave commenced.

Section 3. Military Leave.

An officer, who is a member of the reserve component of any United States Armed Force or the National Guard of any state, and is called for Federal active duty will be granted a military



leave of absence for the duration of the service. The Employer agrees to provide the following military leave benefits:

(1) Full Pay:

When a permanent or full-time temporary employee who is a member of the reserve component of any United States Armed Force or the National Guard of any State and is called for Federal active duty, the employee will be granted a military leave of absence for the duration of the service. The first thirty (30) workdays of the leave in any calendar year shall be with full pay. Any member of the New Jersey National Guard shall be granted a leave of absence without loss of pay for the first 90 work days in the aggregate in any calendar year, during which he or she shall be called to active duty for State or Federal active duty or active duty for training.

(2) Differential Pay.

After exhaustion of the mandated 30 or 90 days of statutory paid leave for military service in a calendar year, employees remaining on active duty shall be entitled to receive a salary equal to the difference between the employee's base salary from the Employer and the employee's military base pay provided the employee provides proof of military service and "base pay" received from the military.

Employees required to attend Inactive Duty Service, as defined by state and federal law, shall be entitled to receive a salary equal to the difference between the employee's base salary from the Employer and all compensation received for their attendance at Inactive Duty Service.

An employee who requests a leave of absence for military leave of any type must provide their department and/or the Township Administrator with a copy of their military orders and military base pay documentation, and subsequently with a copy of their orders terminating their active duty.

Failure to provide the required documentation may result in the denial of paid leave for the period of military leave.

For employees hired on or after January 1, 2024, or current employees who enlist in the military on or after January 1, 2024, all military leave, both paid and unpaid, will be provided in accordance with applicable New Jersey State and Federal Law. An employee who requests leave of absence for military leave of any type must provide the Chief and/or the Township Administrator with a copy of their military orders and military base pay documentation, and subsequently, with a copy of their orders terminating their active duty. Failure to provide the required documentation may result in the denial of applicable pay during the period of the leave.

Section 4. Military Buy Back.

Military Buy Back Time for Police and Fire Retirement System shall be recognized as time spent in continued service.

Section 5. Compensatory Leave.

In place of overtime, an employee may be granted leave with pay as compensation for overtime work at the employee's option. An officer shall be allowed to carry a maximum of 86 hours of compensatory time. This leave shall be calculated at the rate of time and one-half the total hours worked. Such requests must be approved by the Business Administrator through the Department Head unless specified by Federal law. Such request shall be governed by the following rules:

1. Request made by Police Officers.

- a. Any request that does not create overtime shall not be denied. These requests should be made at least one hour prior to the commencement of the requested time off.



- b. Any request that creates the hiring of an officer on overtime must be made at a minimum of six (6) hours prior to the start of the overtime coverage.
- c.
- i. Definitions: For this section only, “gap” will be defined as the 2.5 hour period of time that connects overlapping shifts. For this section only, “full shift overtime” will be defined as any period of time greater than a “gap.”
  - ii. Any request made by an officer that would create the hiring of an officer on full shift overtime shall be granted if another officer or sergeant voluntarily elects to work the overtime shift. If no officer or sergeant voluntarily elects to fill the overtime, the request shall be denied.
  - iii. Any request made for full shift compensatory time off will not be denied for the sole reason that it creates mandatory “gap” overtime.
  - iv. Any request made for “gap” only compensatory time off that requires the hiring of a second officer on overtime that time period shall be denied.
- d. Any compensatory time off request made with less than a six (6) hours’ notice that creates overtime may be denied by the department if no other officer voluntarily elects to work the overtime.
- e. Any request for compensatory time off on Easter Sunday, Clark Twp. July fireworks day, Thanksgiving Day, Christmas Eve, Christmas Day, New Year’s Eve and New Year’s Day that creates overtime will be denied.
- f. Upon approval the request cannot be rescinded by either party. Unless agreed upon by the employee and the Township.



- g. Officers may not request compensatory time off if they do not have the time in their bank to cover the time off request.
- h. Unless agreed to by the officer and the Township, an officer may not use compensatory time in lieu of sick time when the Township is notified in writing that an officer's illness or injury has been confirmed by a medical professional until all sick leave is exhausted.
- i. There will be an initial bidding period for use of compensatory time. Bidding for use of compensatory time will be completed no sooner than 90 days prior to the desired day off. The bidding period will remain open for five (5) days. More than one bid received for the same day will be awarded by seniority. If there are no bids placed for a day at the conclusion of the bidding period, compensatory time requests for that day will be awarded on a first come, first served basis.

2. Requests made by Sergeants and Lieutenants.

- a. Any request that does not create overtime shall not be denied. These requests should be made at least one hour prior to the commencement of the requested time off.
- b. Any request made that creates any supervisory overtime may be denied by the department if no other Sergeant or Lieutenant voluntarily elects to work the created overtime shift.
- c. Any request for compensatory time off on Easter Sunday, Clark Twp. July fireworks day, Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve and New Year's Day that creates overtime will be denied.
- d. Upon approval the request cannot be rescinded by either party.

- e. Supervisors may not request compensatory time off if they do not have the time in their bank to cover the time off request.
- f. Unless agreed to by the officer and the Employer, an officer may not use compensatory time in lieu of sick time when the Employer is notified in writing that an officer's illness or injury has been confirmed by a medical professional until all sick leave is exhausted.

Section 6. Leave Because of Death.

Leave with pay of four (4) working days, shall be granted by the Department Head with the approval of the Business Administrator, to any employee in the event of the death of the employee's spouse, domestic or civil union partner, children, parents, parents-in-law, brothers, sisters, grandparents, grandchildren, spouse's mother, spouse's father, spouse's brothers, spouse's sisters, spouse's grandparents, or spouse's grandchildren. Leave with pay of up to two (2) working days shall be granted by the Department Head with the approval of the Business Administrator, to any employee in the event of the death of the employee's aunt or uncle. With prior approval of the Chief, or his/her designee, an officer may be permitted to utilize up to four (4) days of sick leave as additional bereavement leave. Leave due to death shall be used immediately after the death or in connection with the wake, funeral, or memorial service.

Section 7. Leave Without Pay.

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



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

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

**Section 8. Transitional Duty Policy.**

The Employer will endeavor to bring employees with temporary disabilities back on the job as soon as possible, and may assign transitional duty to employees who temporarily cannot perform the essential functions of their positions because of work related injury or illness. The Chief of Police shall designate the assignment for an officer on transitional duty. The Chief will ensure that officers on transitional duty are assigned to a position and / or tasks that are consistent with an officer's medical restrictions. At no time shall any officer on transitional duty have contact with prisoners and/or suspects who are in custody in the Department.

Transitional duty is not guaranteed and will normally **not** exceed ninety (90) days, but may exceed ninety (90) days at the discretion of the Chief of Police. Transitional duty may be implemented as soon as the temporarily disabled employee is able to return to work with restrictions. Transitional duty will only be assigned if the employee is likely to be able to fully perform the essential functions of the position of Police Officer after the transitional period. The Police Chief or his designee will determine if there is any meaningful work that can be performed consistent with the medical restrictions. The Police Chief will decide if it is in the best interest of the Department to approve a transitional duty request, and the Police Chief or his



designee will notify the employee of the decision. The Department reserves the right to determine the transitional duty assignment at any time.

Decisions on the assignment of transitional duty shall be made based on the availability of appropriate assignments given the officer's knowledge, skills and abilities; availability of transitional duty assignments; and the physical limitations imposed on the officer. Assignments may be changed based upon the needs of the Department and the limitations of the Officers.

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Efforts will be made to keep an officer on transitional duty on his same shift and schedule while working a transitional duty assignment. However, an officer's shift and schedule may be changed if the available assignment can only be completed during a different shift schedule, the officers' hours of work and days of work will be adjusted accordingly.

Employees may not refuse transitional duty assignments that are approved by the Workers Compensation Physician or the Department's consulting physician. In such cases, failure to report to work as directed may result in discipline.

**Medical Verification:** If an employee believes that the transitional duty assignment is beyond the employee's abilities the employee may request a meeting with the Chief of Police or his designee who will render a written response after consulting with the Department's consulting physician and if applicable the employee's treating medical professional. In determining whether the employee is able to return to work on a transitional duty status, the Department's consulting physician will consider any report provided by the employee's treating medical professional. The final decision as to ability to return to work, however, will be made by the Department's consulting physician subject to the employee's right to appeal through the Worker's Compensation Court or the contractual grievance procedure. If transitional duty is approved the employee's treating physician and/or the Workers Compensation Physician must keep the Police Chief informed of the medical progress. Employees assigned to transitional duty will be allotted time off to attend medical or physical therapy appointments but must request leave time for any other reason.

Return to full duty, is expected at the end of the transitional duty period if the employee is deemed fit for full duty by the Department's consulting physician and the employee's treating medical professional.

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Transitional duty does not affect an employee's rights under the Americans with Disabilities Act, the Family and Medical Leave Act, the Fair Labor Standards Act, or any other Federal or State law.

An officer on transitional duty shall not wear the department uniform but shall be armed while on transitional duty so long as it conforms to the officer's medical restrictions.

Leave during transitional duty will be charged accordingly (i.e. Vacation Leave, Personal Leave, etc.)

## ARTICLE V

### CLOTHING ALLOWANCE, EQUIPMENT, UNIFORM MAINTENANCE ALLOWANCE

#### Section 1. Clothing and Maintenance.

Employees shall maintain their uniforms in accordance with department policies.

#### Section 2. Miscellaneous Equipment.

In addition the Employer shall furnish a new officer one handgun, new or as new, which shall be in satisfactory condition. Said gun and other equipment, (i.e., holster, handcuffs, night stick, Rules and Regulations, shield, etc.), shall be returned to the Employer upon termination of the officer's employment.

## ARTICLE VI

### HOURS OF WORK AND OVERTIME

#### Section 1. Hours of Work.

The hours of employment for all members of patrol shall be four (4) days on and four (4) days off. A workday shall consist of ten and three quarter (10.75) hours. The hours of employment for Detectives shall be of four (4) days on and three (3) days off. A workday shall consist of nine and one half (9.5) hours.



Section 2. Shift Selection.

Shift assignments shall be made in accordance with a seniority bid system. Standard slips for shift selection shall be distributed to all employees on or about October 1<sup>st</sup> and shall be returned promptly so that assignments can be made on or before October 31<sup>st</sup>.

Each employee shall list a first, second and third preference for shift assignment. Consistent with the efficient operation of the Department, assignments will be made based upon seniority. The procedure to be used will provide an employee with the highest shift preference, in accordance with seniority and the efficient operation of the department. If an employee's first choice is unavailable, the employee shall be given his/her second choice, if available, and so on until his/her shift is assigned.

Specific duty assignments, such as Detective Bureau, Traffic and Safety, etc. shall not be subject to bid. Employees assigned as Detectives shall bid on shifts within their respective assignments by seniority in their respective Bureaus, provided there is more than one shift in operation within the assigned area.

In order to meet the specific needs of the department, either for training, schooling, utilization of a specialized skill, etc., shift assignments may need to be altered. In these cases, changes in shift assignments shall be made by giving the employees an explanation and timely notice, normally at least two weeks in advance if the situation is not an emergency, and such changes shall last until the specific needs have been met. After the specific needs have been met, the affected employee shall be returned to his/her bid shift. This section shall not be used for the sole purpose of avoiding overtime.

This section shall not preclude employees from voluntarily switching or swapping shifts with one another provided that prior approval is obtained from the Business Administrator or Chief of Police, which approval shall not be unreasonably withheld.

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Section 3. Overtime.

The Employer has established a work period of eight (8) days. Overtime compensation at the rate of time and one-half (1 ½) the employee's straight time rate shall be paid for work performed beyond the employee's regular tour of duty.

When an officer has worked overtime during any given work period, the officer shall complete an overtime form. A Police overtime voucher shall be prepared and submitted to the Administration for processing by the Chief of Police or his designee. The voucher shall include the amount of overtime compensation requested by each officer for the preceding month. The Employer shall make a reasonable effort to pay overtime within fifteen (15) days of the voucher submission date.

The first 25 hours of training that an officer conducts while on an overtime status shall be paid to an officer at his/her regular straight time rate.

It shall be the responsibility of the Business Administrator or Chief of Police or his designee to utilize these twenty-five (25) hours for any/all training purposes (CPR, Range Qualifications, In-Service Training, etc). Unless otherwise agreed upon by the individual officer 14 days' notice shall be given prior to the training date. No assignments to be made during an employee's scheduled vacation. All hours spent after the first twenty-five (25) hours for training while not on regularly assigned shift, shall be compensated at time and one-half.

With respect to all overtime, the employee may elect to be compensated in cash or with compensatory time at the applicable rate. There shall, however, be a cap of eighty-six (86) hours on the amount of compensatory time that may be accumulated.

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Section 4. Call In.

Employees covered hereunder who are called back to work for hours that are not contiguous to the start of their regular shift or who are required to appear in any court of competent jurisdiction to testify as a witness in connection with work performed as a police officer on behalf of Clark Township shall receive a minimum of two (2) hours pay at time and one half.

**ARTICLE VII**  
**COMPENSATION**

Section 1.

Salaries shall be increased across-the-board for all police officers and superior officers as follows:

Effective (and retroactive if necessary) to 1/1/2024- 3.0%  
1/1/2025-3.25%  
1/1/2026-3.5%  
1/1/2027-3.5%

Effective 1/1/20, an Academy Step at \$40,000.00 shall be implemented. Upon graduation of the Academy, an officer shall move to 1<sup>st</sup> year step.

Officers in the Salary Guide shall advance on January 1 of each year. If the officer graduates from the Academy class on or before August 1, the officer will be eligible to move to Step 1 on the January 1<sup>st</sup> that immediately follows graduation. If the officer graduates from the Academy class that traditionally graduates after August 1, the officer will not be eligible to move to Step 1 on the January 1<sup>st</sup> that immediately follows graduation. Instead, officers that graduate from the Academy after August 1 will remain on 1<sup>st</sup> year step for the entirety of the next calendar year.

For officers that are hired as transfers via the Intergovernmental Transfer Process and/or via any other Civil Service hiring method that may be approved for fully certified police officers, the following advancement schedule shall be in place:

Any fully certified police officer that is hired June 30<sup>th</sup> or earlier in a calendar year shall receive a step increase on the January 1<sup>st</sup> that immediately follows their date of hire. Any fully certified officer that is hired July 1<sup>st</sup> or later in a calendar year shall not receive a step increase on the January 1<sup>st</sup> that immediately follows their date of hire. Instead, those officers will be required to work one full calendar year prior to becoming eligible for a step advancement. They will then be advanced on the January 1<sup>st</sup> that immediately follows the completion of one full year of service in Clark.

		1/1/2024	1/1/2025	1/1/2026	1/1/2027
Academy		\$40,000	\$40,000	\$40,000	\$40,000
1 <sup>st</sup> year		\$61,464	\$63,462	\$65,683	\$67,982
Step 1		\$65,603	\$67,735	\$70,106	\$72,559
Step 2		\$69,747	\$72,014	\$74,535	\$77,143
Step 3		\$73,887	\$76,288	\$78,958	\$81,722
Step 4		\$78,028	\$80,564	\$83,383	\$86,302
Step 5		\$82,169	\$84,840	\$87,809	\$90,882
Step 6		\$86,310	\$89,115	\$92,234	\$95,462
Step 7		\$90,453	\$93,392	\$96,661	\$100,044
Step 8		\$102,348	\$105,674	\$109,373	\$113,201
Step 9		\$124,593	\$128,642	\$133,145	\$137,805

All employees hired prior to September 2, 2011 shall be at Step 9.

The foregoing salary guide includes the value of thirteen (13) holidays. It does not include longevity and college incentive. Sergeants' base pay shall be twelve (12%) percent above a Patrol Officer at the top step, and Lieutenants' base pay shall be twenty (20%) percent above a Patrol Officer at top step.

Patrol Officers promoted to the rank of Sergeant on or before December 31, 2023 shall, upon promotion to the rank of Lieutenant, receive a base salary as a Lieutenant that is 20% above the Top Step for Patrol Officers beginning on the first day of their promotion to Lieutenant.

Patrol Officers promoted to the rank of Sergeant on or after January 1, 2024 will be paid as followed as Sergeants:

First year Sergeant's base pay will be 6% above the top step for patrol officers.

Second year Sergeant's base pay will be 12% above the top step for patrol officers.

Patrol Officers promoted to the rank of Sergeant on or after January 1, 2024 that are then promoted to the rank of Lieutenant will be paid as follows as Lieutenants:

First year Lieutenant's base pay will be 16% above the top step for patrol officers.

Second year Lieutenant's base pay will be 20% above the top step for patrol officers.

The following stipend will apply to Detectives: Detectives shall receive an additional two (2%) of base salary to be paid to all Police Officers regardless of rank, while assigned as a Detective. Such compensation is part of the Detective's pensionable base pay, but shall not increase the Detective's overtime rate.

Officers shall be paid twice (2) per month (24 pays per year) on the 15<sup>th</sup> and the 30<sup>th</sup> day of each month. Should payday fall on a weekend, officers shall receive their pay on the preceding Friday.

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**ARTICLE VIII**  
**LONGEVITY PROGRAM**

Each employee completing five (5) years of continuous uninterrupted service shall become eligible for longevity payment computed as follows:

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

After 5 continuous years	\$ 750.00
After 10 continuous years	\$1,250.00
After 15 continuous years	\$1,750.00
After 20 continuous years	\$2,250.00

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

Effective January 1, 2012, and thereafter, the longevity payment shall be included in the employee's base pay and shall be considered compensation subject to pension benefits as well as for the purpose of the computation of other benefits, including the calculation of premium pay for overtime, and the deductions for health benefits

**ARTICLE IX**  
**GRIEVANCE PROCEDURE**

**Grievance Procedure.**

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

Any aggrieved employee shall present his grievance within five (5) working days of its occurrence or such grievance will be deemed waived by the PBA and the employee. In the event of such grievance, the steps hereinafter set forth shall be followed, except that when the law permits, grievance machinery, other than the following, shall become effective as of the date such law be enacted.

Step 1

The employee and the President of the PBA or his designee (hereinafter called the "PBA"), or the employee individually, but in the presence of the PBA, shall take up the complaint with the Captain and/or the Business Administrator or Chief of Police. In the event the complaint is not satisfactorily settled within three (3) working days, the employee and the PBA shall sign a written complaint and forward the grievance to the next step in the procedure.

The PBA shall be permitted reasonable time during working hours to process complaints, at no loss of pay.

Step 2

The PBA representative and the Business Administrator and/or Mayor shall meet to discuss the grievance within seven (7) working days at the completion of the previous step. In the event of failure to reach satisfactory adjustment of the grievance within five (5) working days, the grievance may be taken to the next step by either of the parties upon notice to the other party.

If the decision at Step 2 fails to result in a satisfactory adjudication of the grievance, then in that event, either party may, within thirty (30) days, request the New Jersey Public Employment Relations Commission to appoint an arbitrator whose decision shall be final and binding on all parties.



The arbitrator shall have no authority to change, modify or amend the provisions of this Agreement.

It shall be the intention of the parties to settle all differences between the Employer and the PBA through grievance procedures of this agreement. Therefore, the Employer agrees that it will not lock out its employees and the PBA agrees that they will not strike, slow down or cause a slow down or engage in any work stoppage during the term of this agreement. Any employee who violates the terms of this section shall be subject to discharge.

The Employer and the PBA agree that it is generally advisable to avoid public statements to the mass media prior to exhaustion of the aforesaid grievance procedures. The Employer and the PBA further agree that in the event it is deemed necessary to issue statements to the mass media at any time during the aforesaid grievance procedures, said statements shall be made by the Employer through the Business Administrator or his/her duly authorized agent. Both parties agree they will use their best efforts to prevent the making of statements relative to the matters in controversy by persons other than those mentioned herein.

## **ARTICLE X**

### **POLICE OFFICER'S RIGHTS**

#### **Section 1.**

Pursuant to Chapter 303, Public Laws 1978, as may be modified and amended, the Employer hereby agrees that every Police Officer shall have the right freely to organize, join and support the PBA and its affiliates for the purpose of engaging in collective negotiations and other concerted activities for mutual aid and protection. As a body exercising governmental power under color of law of the State of New Jersey, the Employer undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any Police Officer in the enjoyment of

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any rights conferred by Chapter 303, Public Law 1978, or other laws of New Jersey or the Constitution of New Jersey and the United States, that it shall not discriminate against any Police Officer with respect to hours, wages or any terms or conditions of employment by reason of his/her relationship in the PBA and its affiliates, his/her participation in any activities of the PBA and its affiliates, collective negotiations with the Employer or by reason of participation in any lawful action of the collective negotiation or bargaining process or his/her institution of any grievance, complaint or proceeding under this agreement or otherwise with respect to any terms or conditions of employment.

Section 2.

Nothing contained herein shall be construed to deny or restrict to any Police Officer such rights as he/she may have under any other applicable laws and regulations. The rights granted to Police Officers hereunder shall be deemed to be in addition to those provided elsewhere.

Section 3.

No Police Officer shall be disciplined, discharged, fined or reduced in compensation in any form without just cause. Discipline shall be arbitrable in accordance with the provisions of this Agreement to the extent permitted by law.

Section 4.

Should the State PBA Delegate from this Local ever reach the Office of President or Executive Vice-President within the New Jersey State PBA, such member shall be granted leave from duty with full pay to conduct the business of that office. The member's gross salary shall be reimbursed to the Employer by the New Jersey State PBA, including health benefits. During the member's term in office, he/she shall accrue all seniority and other benefits afforded to those covered in this contract.

Section 5.

The State Delegate from this Local shall be excused for the entirety of the day one (1) day per month, if on duty and without loss of pay on days listed as meeting days on the Board of State Delegate calendar that is published by the New Jersey State PBA annually. A copy of that calendar shall be provided to the Patrol Captain in January of every year.

The State Delegate will be permitted time to travel to and from Union County Conference meetings not to exceed three hours (3) per calendar month, if on duty, and without loss of pay.

The State Delegate shall be permitted time off, if on duty, and without loss of pay, to attend the annual State PBA Collective Bargaining Seminar.

Any delegate that has served over three (3) years as Delegate and has been assigned by the New Jersey State PBA President to a committee shall be permitted time off from work to attend and travel to and from committee meetings and events with pay if on duty for a maximum of thirty (30) hours per calendar year and carryover of unused hours is prohibited. The Delegate shall provide written documentation and proof of notice to the Patrol Captain of any such meeting or event. Any additional PBA time must be approved by the Chief or his designee, and shall not be unreasonably denied.

**ARTICLE XI**

**COLLEGE INCENTIVE PROGRAM**

The Employer will continue the existing College Incentive Program whereby any employee covered by this Agreement who has successfully attained an "AA" degree or sixty-four (64) credits shall receive a yearly lump sum of \$600.00. Any employee covered by this Agreement who has successfully attained a "BA" degree or a min. of one hundred twenty (120) credits, shall receive a yearly lump sum of \$1,200.00. The employee must present proof of



attainment of the degree in question. Satisfactory proof is defined to be properly certified transcript or letter from the College registrar setting forth the name of the student, the degree attained, the date of such attainment, and the name of the institution from which the degree was awarded. Effective January 1, 2012, and thereafter, any sum payable, pursuant to the provisions of this clause, shall be included in the employee's base pay and shall be considered compensation subject to pension benefits as well as for the purpose of the computation of other benefits, including the calculation of premium pay for overtime in accordance with present practice and for the deductions for health benefits.

An employee who has attained an Associate's degree (64 credits) shall not realize any change in status until after the employee has attained a "BA" degree (or 120 credits).

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**ARTICLE XII**

**MEDICAL/DENTAL BENEFITS PLANS**

**Section 1.**

The Employer's medical benefits program is contracted through the State of New Jersey, Division of Pension and Benefits, commonly referred to as the "New Jersey State Health Benefits Program." There are a number of Plan/Coverage Descriptions available to each employee upon entry within the Department and annually during open enrollment. These programs are offered to each member as they relate to their needs and their respective share of premium costs. It is incumbent on members to determine their needs. Effective January 1, 2020, all unit members that participate in the Employer provided health benefits program shall contribute at Tier 3 of the Chapter 78 contribution grids. Effective January 1, 2021, all unit members that participate in the Employer provided health benefits program, in the Direct 15 plan (or any plan lesser than Direct 10, except for OMNIA as set forth below) shall contribute at Tier 3 of the Chapter 78 contribution grids. Those who remain in the Direct 10 Plan on or after January 1, 2021 shall pay the full Tier 4 Chapter 78 premium sharing percentage. Effective November 1, 2022, all unit members that enroll in the OMNIA plan of benefits shall contribute at Tier 2 of the Chapter 78 contribution grids. If the parties modify this Agreement to increase the amounts paid by those unit members who have enrolled in OMNIA as set forth above, the modification shall not be applied to any unit member who enrolled in OMNIA until they have had the opportunity through open enrollment to choose other health insurance coverage. The modification will then apply during the next plan year after open enrollment.

Employees hired after January 1, 2024 will be required to enroll in and remain in the OMNIA Plan for at least one (1) year or until the open enrollment period after one full year.

Officers who are in the OMNIA Plan can switch to Direct 10 or Direct 15 if necessary. Officers who switch to the Direct 10 or Direct 15 plan within the one (1) year period will be required to pay the difference in premium between the OMNIA Plan and the plan selected by the Officer.

The Township has the right to change benefit providers as long as the benefits remain substantially the same. Employees on paid leave of absence due to job related injury shall enjoy continued coverage until the employee is medically capable of returning to work. Employees on layoff or leave of absence without pay due to non-job related injuries and terminated employees shall be terminated from the plan, effective immediately following the employee's last day of work. Any changes will require action of the governing body. Employees who are recalled to employment will be reinstated to the plan.

Employees may elect to waive medical coverage and will be entitled to receive twenty-five (25%) percent of the amount of the savings to the Employer from the waiver of coverage or \$5000.00, whichever amount is less. Waiver incentives are only available if other coverage is through a non-State Health Benefits Plan. Waiver of coverage for less than a full calendar year will entitle an employee to a pro rata share of the waiver incentive payment for the period of the waiver. Waiver payments will not be provided where an employee is covered by insurance paid for by the Township through an employee's spouse or domestic partner or as a dependent.

Section 2.

The Employer shall continue Dental Coverage as agreed upon by the parties and deductible of \$25.00 per person, and \$75.00 per family. The present dental insurance carrier is Delta Dental.

Section 3.



The Prescription Insurance Benefit for active employees shall provide a co-pay of \$5.00 for generic drugs and \$15.00 for brand-name drugs.

Section 4.

The parties agree that employees covered hereunder shall continue to receive group coverage for children to age twenty-six (26), the premium cost is to be paid by the employer.

**ARTICLE XIII**

**RETENTION OF BENEFITS**

Section 1.

The Employer agrees that all benefits, terms and conditions of employment to the status of members of the Clark Police Department, not covered by this Agreement, shall be maintained at not less than the highest standards in effect at the time of commencement of collective negotiations leading to the execution of this Agreement and as provided by the revised ordinances of the Township of Clark.

Section 2.

It is further agreed that should any provision of this Agreement be found illegal, such shall affect only that specific provision and shall not, in any way, affect, limit or modify any other term of this Agreement.

**ARTICLE XIV**

**MEDICAL/DENTAL AND OTHER BENEFITS FOR RETIRED MEMBERS**

Section 1.

An employee who retires from the Employer in good standing, after twenty-five (25) or more years of credited service in the PFRS and his/her eligible dependents shall receive the recognized Dental, Prescription, Major Medical and Life Insurance to be fully paid for by the



employer, until the employee is Medicare eligible. Coverage for the employee's spouse (or civil union/domestic partner) shall also continue until Medicare eligible and for dependent children until age 26. Employees hired after January 1, 2024 must have twenty-five (25) years of service with the Township of Clark at the time of retirement in order to qualify for Dental, Prescription, and Major Medical at retirement. Except as provided below, the Medical/Dental plan program for active employees will not change upon retirement. This benefit shall apply only to members and their eligible dependents at the time of retirement, who retire after January 1, 1984, and shall not apply to members previously retired. The Employer has the right to change benefit providers for retirees as long as the benefits are substantially the same as those in effect on the last day that the retiree was an active employee. In addition, if the SHBP changes its plan of benefits, those changes shall apply to retirees so long as those changes maintain benefits that are substantially the same as those that were in effect on the last day that the retiree was an active employee. Retiree co-payments for prescriptions shall not increase in retirement.

## Section 2.

Upon reaching Medicare eligibility, a Medical/Dental program will be provided to supplement Medicare/Medicaid with coverage equal to pre-retirement agreement.

Notwithstanding the foregoing, the Township has the right to change insurance providers so long as the benefits remain substantially the same as the Township plan that was primary prior to Medicare eligibility.

For those employees hired on or after January 1, 2024, the following will apply. Upon reaching Medicare eligibility, the Township will no longer provide retiree Medical/Dental/Prescription or other health insurance coverage for the retiree and/or their dependents.

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Section 3.

In the event an employee who has completed at least twenty-five (25) years of service and is either killed in the line-of-duty or dies prior to retirement, the Employer shall provide the employee's spouse and dependents with the same health/hospitalization benefits as those which would have been provided had the employee retired. The cost of said benefits shall be borne totally by the Employer, except as may otherwise be provided by law. Said coverage for the spouse shall continue until Medicare eligible and dependent coverage shall continue until age twenty-six (26) .

Section 4.

Any employee who retires as defined in Section 1 shall receive sick, vacation, and personal time pro-rated on a monthly basis.

**ARTICLE XV**

**PERSONAL DAYS**

Each officer shall be entitled to four (4) personal days (defined as a working day), annually, with pay, in addition to sick days, vacation time, holidays and other leave provided for herein (these four (4) personal days include the additional personal day for the Juneteenth Holiday). No employee may have more than one (1) personal day to use after December 15<sup>th</sup> of each year. Personal leave days cannot be sold back for cash.

The following stipulation on the use of personal leave will apply:

a. One (1) officer and one (1) supervisor from the day shift and one (1) officer and one (1) supervisor from the night shift will be permitted to bid by seniority on any one (1) of the seven (7) days listed below provided overtime is not created as a result of the bidding process. Only one (1) personal day can be used by any officer out of the seven (7) days listed below



unless no bid has been submitted for any one of those days. In the event no bid has been submitted for any of those days, an officer, by seniority, may submit a request for a second personal day for that unused slot.

b. The bidding days are:

Easter Sunday  
Township Fireworks Day  
Thanksgiving  
Christmas Eve  
Christmas Day  
New Year's Eve  
New Year's Day

c. Bidding for the use of Personal Days for the above listed days will be completed no sooner than sixty (60) days prior to the day desired off unless mutually agreed upon between the Chief of Police or his designee and the employee submitting the request. More than one bid received on the same day will be awarded by seniority.

Bidding for the use of Personal Days for any of the remaining days of the year will be completed no less than six (6) hours prior to the start of the shift desired off and no sooner than sixty (60) days prior to the day desired off unless mutually agreed upon between the Chief of Police or his designee, and the employee submitting the request. More than one bid received for the same day will be awarded by seniority.

Seniority will be based upon starting date of employment.



**ARTICLE XVI**

**NO WAIVER**

Except as otherwise provided in this Agreement, the failure to enforce any provision in this Agreement or otherwise exercise any rights pursuant thereto shall not be deemed as a waiver thereof.

**ARTICLE XVII**  
**MANAGEMENT RIGHTS**

**Section 1.**

The Employer, subject to the provisions of this Agreement, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it prior to the signing of this Agreement by laws and constitution of the State of New Jersey and of the United States, including, but without limiting the generality of the foregoing, the following rights:

1. The executive management and administrative control of the Township government and its properties and facilities, and activities of its employees.
2. To hire all employees, and subject to the provisions of law, to determine their qualifications and to promote employees.
3. To suspend, demote, discharge or take any other disciplinary action for just cause according to the law.

**Section 2.**

Nothing contained herein shall be construed to deny or restrict the Employer of its rights, responsibilities and authority under Title 40A or Title 11 of the New Jersey Statutes or other national, state, county or local laws or ordinances.

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**ARTICLE XVIII**

**TERM**

This Agreement shall be in full effect from January 1, 2024 through and including the 31<sup>st</sup> day of December 2027. If either party wishes to terminate, amend or otherwise modify the terms and conditions set forth herein at the time of expiration, written notice shall be given to the other party not less than one hundred twenty (120) days prior to such expiration date.

This Agreement shall remain in full force and effect during collective negotiations between the parties beyond the date of expiration set forth herein until the parties have mutually agreed on a new Agreement.

ATTEST:

\_\_\_\_\_  
TOWNSHIP CLERK

TOWNSHIP OF CLARK

  
\_\_\_\_\_  
SALVATORE BONACCORSO,  
MAYOR

ATTEST:

\_\_\_\_\_

CLARK POLICEMEN'S BENEVOLENT  
ASSOCIATION, LOCAL #125

  
\_\_\_\_\_  
RONNY TABORDA  
P.B.A. PRESIDENT