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Contract Database Metadata Elements

Title: **Woodridge, Village of and Village of Woodridge Department of Public Works and Clerical Employees Unit, CSEA, Local 1000, AFSCME, AFL-CIO, Sullivan County Local 853 (1997)**

Employer Name: **Woodridge, Village of**

Union: **Village of Woodridge Department of Public Works and Clerical Employees Unit, CSEA, AFSCME, AFL-CIO**

Local: **1000, Sullivan County 853**

Effective Date: **08/01/97**

Expiration Date: **12/31/00**

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Woodridge, Village Of And Csea
Local 853 (Woodridge Dpw/Clerical)

AGREEMENT

NY PUBLIC EMPLOYMENT
RELATIONS BOARD
RECEIVED

JUL 16 1999

OFFICE OF THE CHAIR

by and between the
VILLAGE OF WOODRIDGE

and the

**CIVIL SERVICE
EMPLOYEES ASSOCIATION, INC.**

Local 1000, AFSCME, AFL-CIO



Village of Woodridge DPW and Clerical Employees Unit
Sullivan County Local 853

August 1, 1997 - ~~July 31, 2000~~ DEC 31

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ARTICLE 1 - RECOGNITION

Section 1 The Village of Woodridge, the Employer, recognizes the Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO on behalf of the Village of Woodridge Unit of Sullivan County Local 853 as the exclusive representative for collective negotiations with respect to salaries, pay, hours, and all other negotiations with respect to salaries, pay, hours, and all other terms and conditions of employment for all Public Works Department and Village employees covered under Section 204 of the Article 14 of the Civil Service Law Fair Employment Act (Taylor Law) and excluding elected officials, their deputies, appointed heads of department (water and sewer plant operations and the Village Clerk) confidential/managerial employees and police department employees.

Section 2 As stated in Section 208 of the law, CSEA shall have unchallenged representation status for the maximum time permitted under the law.

Section 3 If new titles are created by the Employer during the term of this contract, the CSEA will be notified in writing 15 days prior to the establishment of the new titles. If the parties cannot agree on whether the new titles will be included or excluded from the bargaining unit, both agreed to submit the question to the grievance and arbitration article of this contract.

ARTICLE 2 - EMPLOYEE ORGANIZATION RIGHTS, RIGHTS OF THE CSEA

Section 1 The Employer agrees not to meet or negotiate with any other employee organizations regarding the terms and conditions of employees covered by this contract.

Section 2 CSEA representatives shall have exclusive access to unit members during working hours to explain programs and services of CSEA and to administer any terms of this contract, provided that prior notice has been given to and approval obtained from the department head.

ARTICLE 3 - BARGAINING UNIT

Section 1 The bargaining unit shall consist of all employees of the Employer, except police department employees elected officials, their deputies, appointed heads of departments (water & sewer plant operator).

ARTICLE 4 - DURATION

Section 1 This contract shall take effect and be binding as of August 1, 1997 and shall terminate at 11:59 p.m., ~~July~~ 31, 2000.

DEC *JK*
CS

ARTICLE 5 - RECIPROCAL RIGHTS

Section 1 CSEA shall have exclusive right to represent all employees in the bargaining unit and in any proceedings under the Public Employees Fair Employment Act, and under any other laws, rules, regulations, or statutes which might apply, unless the Local Unit votes to have its own representation; and CSEA shall have the right to designate its own representatives and to appear before the Employer or his designee to effect such representation; to direct, manage and govern its affairs; to determine those matters which the membership wishes to negotiate and to pursue all such objectives free from any interference, restraint, coercion or discrimination by the Employer or any of its agents. CSEA shall have the sole and exclusive right to pursue any matter or issue, and to pursue a matter or issues to court of competent jurisdiction; and it shall not be held liable to give any non-member any of its professional, legal, technical, or specialized services.

Section 2 The Employer recognizes the right of a representative of CSEA to appear on behalf of the employees in the bargaining unit set forth herein, with respect to salaries, working conditions, grievances and disagreements as to the terms and conditions of this Agreement, and to visit the employees in said bargaining unit during normal working hours upon the premises of the Employer, that in no event shall such representatives take more than one-half (1/2) hour during working hours for such visitation. Such representatives of CSEA shall also be allowed to appear at public meetings of the Village of Woodridge on behalf of the employees in the bargaining unit.

Section 3 CSEA shall have the right to post notices and other written communications on bulletin boards maintained upon the premises and facility of the Employer with respect to the terms and provisions contained in this Agreement, and with respect to matters involving collective bargaining, provided that such notices of communication shall not contain anything reflecting personally upon the Employer or any of its employees or elected officials. Any notices or written communications which violate the intent of this provision shall be subject to removal by representatives of the Employer.

Section 4 In the event both parties are unable to reach agreement via contract negotiations and after completing the process of mediation and fact finding, the Employer and CSEA shall submit all issues in which agreement cannot be reached to final and binding arbitration.

If after five (5) days, the parties fail to agree on an impartial arbitrator, either party shall be free to make the necessary application to the New York State Public Employment

Relations Board. The decision of the arbitrator shall be binding on both parties and the fee and expenses for such arbitration are to be shared equally by the Village and the Union.

ARTICLE 6 - GRIEVANCE PROCEDURE

It is the purpose of this procedure to secure at the lowest possible administrative level, equitable solutions to grievances through procedures under which parties may present grievances free from coercion, restraints and reprisal.

Definitions:

1. Employee shall mean any person(s) covered by this Agreement as provided for under Article I - Recognition.
2. Employer shall mean the Village of Woodridge and its representatives.
3. Association or Union shall mean the Civil Service Employees Association, Inc. and its representatives.
4. Grievance shall mean any claimed violation, misrepresentation or improper application of this Agreement or of any laws, rules, procedures, regulations, administrative order or work rules of the Employer or those matters affecting employee's health or safety, physical facilities, materials or equipment furnished to the employees or supervision of employees or any other matter in which the employee feels he has been dealt with unfairly.
5. Supervisor shall mean either the Mayor or the Village Administrator.
6. All days shall be working days.

Rights of the Parties

1. The grievant may select the Unit President or his designee and/or a CSEA staff representative to assist him in the processing and/or preparing of grievances, except that no representative may be present from any employee organization other than CSEA.
2. The grievant shall have access to all written statements, records and materials relating to the grievance which are to be introduced and/or are part of the personnel file.

Rights of the Association

1. The Association shall receive a copy of any written grievance, including supporting materials attached hereto and submitted therewith, and of any decision rendered pursuant to

this procedure.

2. The Association shall have the right to submit briefs to support or refute allegation of any party in grievance.
3. The Association shall have the right to submit grievances on its own behalf.

Mutual Rights

In the event of the unexcused failure on the part of an aggrieved party to be timely, the grievance shall be deemed to be withdrawn. If the Employer or its representative fail to make a decision within the required time period, the grievance shall advance to the next step.

Presentation

Step One - Immediate Supervisor

1. An employee who claims to have a grievance shall present his grievance to his superior orally within twenty (20) working days of its occurrence or of when the employee becomes aware of it.
2. The immediate supervisor shall meet with the parties to resolve the grievance within three (3) days. After the meeting, he shall render a decision within two (2) days.

Step Two - Village Board

1. The aggrieved party, if not satisfied with the decision at Step One may, within five (5) days, request, in writing, a conference with the Village Board or its designee. The conference shall be held within ten (10) working days thereafter, copies of the decision to the aggrieved party and his representative.

Step Three - Arbitration

1. In the case of grievances concerning the interpretation of this Agreement or breaches or claimed breaches hereof, CSEA may appeal an unsatisfactory decision at Step Three in accordance with the rules of the Public Employment Relations Board. The decision arrived at shall be final and binding upon both parties to the Agreement, subject to appeal in accordance with the terms of CPLR, Sections 7510 and 7511.

At a mutually agreeable time, the arbitrator shall hold a hearing within twenty (20) days after he/she has been selected and should render a decision within twenty (20) days after the hearing has been concluded.

The arbitrator shall have no power to add to, subtract from

or change any of the provisions of this Agreement, nor to render any decision which contravenes established law, regulation or ordinance.

General Conditions

1. All grievance discussions, meetings, conferences and hearings shall be conducted at a mutually agreeable time. In no event shall such grievance discussion take more than one-half (1/2) hour during working hours.

2. The time limits at any step may be extended by written mutual consent.

3. All necessary time the employee requires shall be granted for preparation of his grievance at all stages; said time to be considered not chargeable to any of the employee's accrued leave.

ARTICLE 7 - PAST PRACTICE

It is not the intention of the Village of diminish any past practices provided they are not illegal. However, we believe all practices have been covered by this Agreement, and if there are any conflicts between past practices and provisions of this contract, then the contract provisions shall prevail.

ARTICLE 8 - NOTICE OF LAYOFF

Section 1 Whenever any employee is to be laid off for any extended period, he shall be given a minimum of fourteen (14) days notice of this layoff.

ARTICLE 9 - RIGHTS AND RESPONSIBILITIES OF THE EMPLOYER

Section 1 Nothing in this Agreement shall be construed as delegating the authority conferred by law of any elected or appointed official of the Village of Woodridge, or in any way to reduce or abridge such authority.

Section 2 The rights and responsibility of the Employer or its assigns, include but are not necessarily limited to, the following:

- a) to determine the standards of services to be offered by the Village of Woodridge, not inconsistent with applicable law.
- b) to direct employees in their respective positions.
- c) to hire, promote, transfer, assign and retain employees, and to suspend, demote, discharge or take disciplinary action against employees.

d) to relieve employees from duties because of lack of work, or for other lawful reasons.

e) to maintain the efficiency of government operations.

f) to determine the methods, means and personnel by which such operations are to be conducted, and to take whatever action may be deemed necessary.

g) to reward employees for outstanding and exceptional meritorious service via monetary or any other method as may be determined by the Village Board.

ARTICLE 10 - RIGHTS OF EMPLOYEES

Section 1 Any employee covered by the provisions in this Agreement shall be free to join or refrain from joining CSEA without fear of coercion, reprisal or penalty from CSEA or from the Employer.

Section 2 Employees may join and take an active role in the activity of CSEA without fear of any kind of reprisals from the Employer or its agents.

Section 3 An employee may bring matters of personal concern to the attention of the Employer's representatives and officials in accordance with the applicable laws and rules and may choose his own representative to unilaterally present a grievance for appeal proceedings, except that CSEA must be given the opportunity to be present at all such proceedings, and it must be properly informed of any decisions surrounding such cases.

Section 4 All benefits not required by law shall be withheld from new employees for an interim of sixty (60) days.

ARTICLE 11 - SAVINGS CLAUSE

Section 1 If any Article or section of this Agreement or any addendum thereto should be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or endorsement of any Article or section should be restrained by such tribunal, the remainder of this Agreement and addendum shall not be affected, thereby, and the parties shall enter into immediate collective negotiations for the purpose of arriving at a mutually satisfactory replacement for such Article or section.

ARTICLE 12 - WAIVER CLAUSE

Section 1 The parties acknowledge that during the negotiation which preceded this Agreement each had the unlimited rights and opportunity to make demands and proposals with respect to any subject matter not removed by

law from the area of collective bargaining, and that the right and opportunity are set forth in this Agreement. Therefore, each voluntarily and unqualifiedly waives the right, and each agree that the other shall not be obligated to bargain collectively with respect to any subject or matter not specifically referred to or covered in this Agreement even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated and signed this Agreement.

ARTICLE 13 - WORKDAY, WORKWEEK, AND OVERTIME

Section 1 The unit members workweek shall consist of five (5) consecutive days, Monday through Friday, and shall be comprised of eight (8) hours per day.

Section 2 All employees required to work over forty (40) hours per week shall be compensated at a rate of time and one half (1 1/2) their regular hourly rate for each hour over forty (40).

Section 3 There shall be an unpaid one-half hour lunch period.

Section 4 Employees called back to work outside of their normal work schedule will be compensated at a minimum of three (3) hours pay. This provision will not apply to call-in between 4:00 a.m. and the end of the normal workday.

Section 5 All employees shall be entitled to a fifteen (15) minute break in the afternoon.

ARTICLE 14 - COMPENSATION

Section 1 All employees, except seasonal employees, shall be paid in accordance with the attached salary schedules. Seasonal employees shall be paid in accordance with Article 24.

Section 2 Any employee who is required to take academic training or has the approval of the Department Head to take a course(s) or prerequisites related to the job, will be reimbursed by the Village for such course, plus the cost of required textbooks, provided that the Village Board has received prior notice and has given their consent. Mileage to and from the required course shall be reimbursed by the Employer at the current rate provided for by Village Resolution.

Section 3 - Out-of-Title Any employee assigned to perform duties of a higher classification for more than four (4) hours shall be compensated at the higher rate of pay. Any employee who is assigned duties of a lower classification,

shall be compensated at the employee's regular rate of pay.

ARTICLE 15 - VACATION

Section 1 Employees shall earn vacation as follows:

After one (1) year of service - 5 working days

After two (2) years of service - 10 working days

After five (5) years of service - 15 working days

Under no circumstances can an employee take more than twenty (20) days of vacation at one time.

Section 2 One (1) week vacation time can be carried over to the next year. If not used entirely in the year in which it is rolled over, then any portion of vacation time not used in the calendar year will be paid to the employee at the end of the calendar year. It is understood that the maximum amount of time that can be rolled over is one (1) week vacation (5 days) and up to five (5) days of personal leave. Full-time employee deadline for request in writing for carryover for vacation is December 1.

Section 3 Village employees will submit a proposed vacation schedule for vacation time if it will be used during the months of June, July, August and September by the first (1st) Village Board meeting in January. Village Board will respond to proposed schedule by the second (2nd) Village Board meeting in February.

During the months of June, July, August and September, employees may take one week's vacation with the approval of the Village Board. Except with the Board's permission, only one employee at a time shall take vacation.

Employees shall have the option of staggering their vacation.

The employees shall be paid for their regularly scheduled vacation at the rate of pay in effect at the time the vacation was earned.

ARTICLE 16 - SICK LEAVE AND PERSONAL LEAVE

Section 1 Each employee shall accrue sick leave at the rate of one (1) day per month of employment to a maximum of twelve (12) sick days leave accrual per year. Said sick leave shall be accruable up to a maximum of one hundred sixty-five (165) days, and said sick leave accrual shall only be used for sick leave purposes.

Section 2 The Employer may request a physician's certificate for any absence of more than two (2) consecutive days and for an absence without such medical certificate, the employee shall not be paid for such sick leave.

Section 3 Where illness or disability is of a long duration, a physician's certificate may be required for each two (2) weeks of continuous absence; and in any event, the Employer may require an examination by a physician, or other evidence that the illness is bona fide, and such examination shall be at the expense of the Village.

Section 4 Five (5) personal leave days will be apportioned at the rate of one (1) day every approximately 2 months to be used whenever necessary by the employee. At severance, personal days will be pro-rated.

Except in an emergency, a request for a personal day is to be made in writing within 48 hours in advance to the department head; personal days may not be used to extend vacations or holidays, unless previously approved.

At the end of the year, any unused personal leave may be carried over to the next year for use ad vacation leave.

Section 5 All leave with pay shall be considered as time worked in the computing of overtime within the forty (40) hour workweek.

Section 6 - Bereavement Leave All employees shall receive three (3) days off with pay for a death in the immediate family. The immediate family shall consist of the father, mother, spouse, children, mother/father-in-law, brother, sister and grandparents of the employee.

ARTICLE 17 - HOLIDAYS

Section 1 All employees shall receive the following holidays off with pay:

New Years Day	Labor Day
Washington's Birthday	Columbus Day
Good Friday or Yom Kippur	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas
Martin Luther King Day	

An additional holiday with pay for all employees will be the employee's birthday or other day that week in lieu of. Employee shall notify the Employer of the birthday date holiday at least one week in advance, if employee selects day other than the employee's birthday.

Section 2 If any paid holiday falls within an employee's vacation period, that employee shall be granted an extra day off.

Section 3 All employees who have to work on a paid holiday

will be paid for the holiday plus receive one and one-half (1 1/2) times his regular rate of pay for all hours worked, with a guaranteed minimum of three (3) hours.

Section 4 If a holiday falls on a Saturday, the employees will have the preceding Friday off with pay. If a holiday falls on a Sunday, the employees will have the following Monday off with pay.

ARTICLE 18 - UNIFORM ALLOWANCE

Section 1 All DPW employees will receive a uniform allowance of two hundred dollars (\$200.00) per year, to be paid on their employment anniversary date.

Section 2 The Village has the right to require DPW employees to wear the prescribed uniform and maintain proper dress code at all times during working hours.

ARTICLE 19 - PENSION AND HEALTH INSURANCE BENEFITS

Section 1 The Employer shall provide all employees with coverage under the New York State Retirement System Section 75I.

Section 2 The Village will supply option 41-j of the Retirement System with regard to unused sick time credited to retirement.

Section 3 All employees are eligible for the New York State Employees' Health Insurance Program after they have been employed by the Village for sixty (60) days. The Employer shall pay one hundred percent (100%) of the cost for each employee and their dependents.

The Employer shall have the option to change insurance carriers as long as employee benefits are equal to or better than the plan presently in effect.

The Village shall provide a cash buy-out of health insurance as attached.

New hires shall be required to pay 50% of the difference of the Individual and Family health plans up to \$1,000.00.

The Village may also pay for HMO premiums up to the amount paid for health insurance premiums for employees who voluntarily agree during the term of this agreement.

ARTICLE 20 - SENIORITY PROVISIONS

Section 1 Seniority shall apply in scheduling vacation time.

Section 2 Seniority shall prevail in job promotion provided

the employee meets the required qualifications and, in the judgment of the appointing officer, the ability to perform the required work is equal. However, when a job opening occurs, and the job is within the scope of the Civil Service Law, then the procedures provided by the provisions of the Civil Service Law and the Rules and Regulations thereunder shall prevail.

Section 3 Seniority shall govern in reduction of workmen and in re-employment.

ARTICLE 21 - PROBATION PERIOD

Section 1 Employees shall enjoy the same rights with respect to discipline as open competitive employees after completion of their probationary period as defined by the Sullivan County Civil Service Rules. Said rules specifically define the probation period as six (6) months. This provision, however, shall not apply to part-time or seasonal employees.

ARTICLE 22 - PART-TIME EMPLOYEES

Section 1 All part-time employees who work twenty (20) hours or less per week shall be bound by this contract; however, in regard to time, they shall receive the benefits as follows:

a) They shall not receive the Blue Cross/Blue Shield hospitalization benefits. They shall receive any retirement benefits due them unless employee shall specifically waive same by their signature on a declaratory form.

b) That they shall receive a pro-rated benefit based on the hours they work as a numerator over the hourly week of a full-time employee as a denominator and that percentage shall be the percentage of vacation they shall receive, and it shall be for the percentage of holidays they shall receive. In regard to holidays, such part-time employees shall agree with the Village Board which holidays they shall take as their earned holidays.

ARTICLE 23 - SEASONAL EMPLOYEES

Section 1 Seasonal employees may not work more than 1040 hours annually. They shall be bound by the contract, but shall receive no benefits. A seasonal laborer shall be paid at a rate no more than \$1.50 less than the lowest labor position scheduled rate.

ARTICLE 24 - LEGISLATIVE ACTION

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING ADDITIONAL FUNDS THEREFORE, SHALL NOT BECOME EFFECTIVE UNTIL THE

APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their proper officials.

VILLAGE OF WOODRIDGE

BY: _____
Mayor Nat Kagan

CIVIL SERVICE EMPLOYEES ASSOCIATION, INC.
LOCAL 1000, AFSCME, AFL-CIO, ON BEHALF OF
THE VILLAGE OF WOODRIDGE UNIT, SULLIVAN COUNTY,
LOCAL 853

BY: _____
Carl Garritt, Unit President

BY: Bob O'Connor
Bob O'Connor, LRS

SALARY SCHEDULE
8/1/97 - 12/31/97

<u>TITLE</u>	<u>1 Year</u>	<u>2 Years</u>	<u>3 Years</u>	<u>4 Years</u>	<u>5 Years</u>
Assist. Water & Sewer Plant Operator	\$13.21 A13.31	\$13.41 A13.51	\$13.61 A13.71	\$13.81 A13.91	A14.01
Mechanic & MEO	\$12.42 A12.52	\$12.62 A12.72	\$12.82 A12.92	\$13.02 A13.12	A13.22
Laborer	\$11.11 A11.21	\$11.31 A11.41	\$11.51 A11.61	\$11.71 A11.81	A11.91
CEO II	\$13.54 A13.64	\$13.74 A13.84	\$13.94 A14.04	\$14.14 A14.24	A14.34
Bldgs & Grounds Maintenance	\$8.38 A8.48	\$8.58 A8.68	\$8.78 A8.88	\$8.98 A9.08	A9.18
Part-Time Court Clerk	\$6.54 A6.64	\$6.74 A6.84	\$6.94 A7.04	\$7.14 A7.24	A7.34
Part-Time Account Clerk	\$9.76 A9.86	\$9.96 A10.06	\$10.16 A10.26	\$10.36 A10.46	A10.56
Part-Time File clerk	\$5.35 A5.45	\$5.55 A5.65	\$5.75 A5.85	\$5.95 A6.05	A6.15
Seasonal Receivables Clerk	\$7.30 A7.40	\$7.50 A7.60	\$7.70 A7.80	A7.90 A8.00	A8.10

8/1/97 - 12/31/97

An employee can only receive one merit step in any given year. All employees, including an employee who received a merit step, must go to the next year step in the following year. All year step and merit steps will be raised by the negotiated increases.

SALARY SCHEDULE
1/1/98 - 12/31/98

<u>TITLE</u>	<u>1 Year</u>	<u>2 Years</u>	<u>3 Years</u>	<u>4 Years</u>	<u>5 Years</u>
Assist. Water & Sewer Plant Operator	\$13.74 ^{0.25} A13.84	\$13.95 A14.05	\$14.15 A14.26	\$14.36 A14.47	A14.57 ^{0.25}
Mechanic & MEO	\$12.92 A13.02	\$13.12 A13.23	\$13.33 A13.44	\$13.54 A13.64	A13.75 ^{0.25}
Laborer	\$11.55 ^{0.6} A11.66	\$11.76 A11.87	\$11.97 A12.07	\$12.18 A12.28	A12.39 ^{0.25}
CEO II	\$14.08 A14.19	\$14.29 A14.39	\$14.50 A14.60	\$14.71 A14.81	A14.91 ^{0.25}
Bldgs & Grounds Maintenance	\$8.72 A8.82	\$8.92 A9.03	\$9.13 A9.24	\$9.34 A9.44	A9.55 ^{0.25}
Part-Time Court Clerk	\$6.80 A6.91	\$7.01 A7.11	\$7.22 A7.32	\$7.43 A7.53	A7.63 ^{0.25}
Part-Time Account Clerk	\$10.15 A10.25	\$10.36 A10.46	\$10.57 A10.67	\$10.77 A10.88	A10.98 ^{0.25}
Part-Time File Clerk	\$5.56 A5.67	\$5.77 A5.88	\$5.98 A6.08	\$6.19 A6.29	A6.40 ^{0.25}
Seasonal Receivables Clerk	\$7.59 A7.70	\$7.80 A7.90	\$8.01 A8.11	\$8.22 A8.32	A8.42 ^{0.25}

1/1/98 - 12/31/98

An employee can only receive one merit step in any given year. All employees, including an employee who received a merit step, must go to the next year step in the following year. All year step and merit steps will be raised by the negotiated increases.

SALARY SCHEDULE
1/1/99 - 12/31/99

<u>TITLE</u>	<u>1 Year</u>	<u>2 Years</u>	<u>3 Years</u>	<u>4 Years</u>	<u>5 Years</u>
Assist. Water & Sewer Plant Operator	\$14.29 A14.39	\$14.51 A14.61	\$14.72 A14.83	\$14.93 A15.05	A15.15
Mechanic & MEO	\$13.44 A13.54	\$13.64 A13.76	\$13.86 A13.98	\$14.08 A14.19	A14.30
Laborer	\$12.01 A12.13	\$12.23 A12.34	\$12.45 A12.55	\$12.67 A12.77	A12.89
CEO II	\$14.64 A14.76	\$14.86 A14.97	\$15.08 A15.18	\$15.30 A15.40	A15.51
Bldgs & Grounds Maintenance	\$9.07 A9.17	\$9.28 A9.39	\$9.50 A9.61	\$9.71 A9.82	A9.93
Part-Time Court Clerk	\$7.07 A7.19	\$7.29 A7.39	\$7.51 A7.61	\$7.73 A7.83	A7.94
Part-Time Account Clerk	\$10.56 A10.66	\$10.77 A10.88	\$10.99 A11.10	\$11.20 A11.32	A11.42
Part-Time File Clerk	\$5.78 A5.90	\$6.00 A6.12	\$6.22 A6.32	\$6.44 A6.54	A6.68
Seasonal Receivables Clerk	\$7.89 A8.01	\$8.11 A8.22	\$8.33 A8.43	\$8.55 A8.65	A8.76

1/1/99 - 12/31/99 - 4% over 1998

An employee can only receive one merit step in any given year. All employees, including an employee who received a merit step, must go to the next year step in the following year. All year step and merit steps will be raised by the negotiated increases.

SALARY SCHEDULE
1/1/00 - 12/31/00

<u>TITLE</u>	<u>1 Year</u>	<u>2 Years</u>	<u>3 Years</u>	<u>4 Years</u>	<u>5 Years</u>
Assist. Water & Sewer Plant Operator	\$14.86 A14.98	\$15.09 A15.19	\$15.31 A15.42	\$15.53 A15.65	A15.76
Mechanic & MEO	\$13.98 A14.08	\$14.19 A14.31	\$14.41 A14.54	\$14.64 A14.76	A14.87
Laborer	\$12.49 A12.62	\$12.72 A12.83	\$12.95 A13.05	\$13.18 A13.28	A13.41
CEO II	\$15.23 A15.35	\$15.45 A15.57	\$15.68 A15.79	\$15.91 A16.02	A16.13
Bldgs & Grounds Maintenance	\$9.43 A9.54	\$9.65 A9.77	\$9.88 A9.99	\$10.10 A10.21	A10.33
Part-Time Court Clerk	\$7.35 A7.48	\$7.58 A7.69	\$7.81 A7.91	\$8.04 A8.14	A8.26
Part-Time Account Clerk	\$10.99 A11.09	\$11.20 A11.32	\$11.43 A11.54	\$11.65 A11.76	A11.88
Part-Time File Clerk	\$6.01 A6.14	\$6.24 A6.36	\$6.47 A6.57	\$6.70 A6.80	A6.93
Seasonal Receivables Clerk	\$8.21 A8.33	\$8.43 A8.55	\$8.66 A8.77	\$8.89 A9.00	A9.11

1/1/00 - 12/31/00

4% over last year

An employee can only receive one merit step in any given year. All employees, including an employee who received a merit step, must go to the next year step in the following year. All year step and merit steps will be raised by the negotiated increases.

NAT KAGAN, Mayor
DIANE SENNETT, Clerk-Treasurer
WAYNE PIRNOS, Administrator

TRUSTEES

ARLENE MESSINA, Deputy Mayor
JOAN COLLINS
ISAAC ZILBER
STEPHEN MILLER



P.O. Box 655/Woodridge, N.Y. 12789
(914) 434-7855 or 7447
914-434-0916 (Fax)

July 14, 1999

Michael R. Cuevas, Chairman
NYS PUBLIC EMPLOYMENT RELATIONS BOARD
80 Wolf Road
Albany, New York 12205-2604

NYS PUBLIC EMPLOYMENT
RELATIONS BOARD
RECEIVED

JUL 16 1999

OFFICE OF THE CHAIR

Re: Your letter dated
June 30, 1999

Dear Mr. Cuevas:

Pursuant to the above referenced letter, enclosed please find a copy of the most recent Village contract with our Public Works/Clerical staff and the most recent contract with the Police Unit. Although these units used to be covered by one contract, they were split into two contracts during the last negotiating session. Neither contract is dated and, therefore, I cannot tell you exactly when each contract was settled.

Also enclosed are the contract analysis program questionnaires for each contract. A copy of these questionnaires are being given to the respective unit presidents, along with a copy of this letter.

Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Diane Sennett".

Diane Sennett
Clerk-Treasurer
VILLAGE OF WOODRIDGE

Encs.

cc: Carl Garritt
DPW Unit President

Eugene Suarez
Police Unit President