

**Township of Lower
And
Lower Township Office Workers Association - Local #3779, AFSCME NJ, AFL-CIO
MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement (MOA) is made between the Township of Lower (the Township) and Lower Township Office Workers Association - Local #3779, AFSCME NJ, AFL-CIO (AFSCME or Union).

The Township and AFSCME have engaged in collective bargaining negotiations regarding a new Collective Bargaining Agreement (CBA) to replace the existing CBA between the parties, which set to expire on December 31, 2023.

The Borough and AFSCME have reached a tentative agreement of the terms and conditions of a new CBA and purpose of this MOA is to confirm that agreement.

Said tentative agreement and this MOA will not be effective until ratified by the membership of AFSCME and the governing body of the Township

NOW, THEREFORE, the Township and AFSCME agree that the following changes shall be made in the existing agreement.

1. Retroactivity – the agreement shall be retroactive to January 1, 2024.
2. Preamble– 3-year term.
3. Article III. Agency Shop. The following shall replace the existing language:
 - A. The Union shall provide the Township appropriate signature cards from represented employees authorizing dues deductions and shall notify the Township promptly of any change in status.
 - B. Dues deducted by the Township shall be transmitted to the designated Union official of the American Federation of State, County, and Municipal Employees, New Jersey Council 63, AFL-CIO. The Township agrees to provide the Union, on a monthly basis, a complete up-to-date electronic listing of all employees covered by this Contract. Such listing shall be in the Excel format and include the employee's department, job classification, work location, home address, employment status, membership status and the amount of dues deducted as it appears on the records of the Township. For the purpose of the deduction of dues for titles covered by this Agreement; Any member working 40 or fewer, but more than 20n hours per week shall be considered a full-time member, any member working 20 or fewer, but more than 12 hours per

week shall be considered a lower part-time member. The Union shall provide a secure e-mail address for the receipt of the electronic listing and disclose such information only to its officials and representatives whose duties require access. The Township shall provide the Union with a list of departmental payroll codes in order to identify the Department name on the above-mentioned electronic listing.

C. The Union shall indemnify and hold the Township harmless for any dues wrongfully deducted.

4. Article VII. Insurance, Health & Welfare

- Change Health Insurance language to provide for the 20/35 Plan with a difference card.
- Change maximum dental benefit to \$1700 a year.

5. Article VIII. Leaves of Absence.

- Remove Paragraph H.

6. Article X. Grievance Procedure.

- Fix typo in Paragraph F; Change "t" to "at".

7. Article XII. Work Week and Overtime.

- Remove Paragraph F(4).

8. Article XIII. Wages.

- 2024 Revise starting wage and grade ranges as set forth in Exhibit A.
- Existing employees to be paid wage adjustments as of January 1, 2024 in accordance with Exhibit B.
- 4% wage increase per year for all union members in 2024, 2025 and 2026.
- New Employees may be hired at any salary within the appropriate grade.
- Change Paragraph C, promotional increase is \$4,000.
- Remove Paragraph D.

9. Article XVI – Clothing Allowance.

- Change language to indicate that the "boot allowance" will be paid as a taxable stipend in December of each year without need for a receipt.

This MOA is subject to the ratification of the members of AFSCME and approval of the governing body of the Township. The bargaining members of AFSCME and of the Township represent that they will recommend approval of the terms to their respective constituents.

For Township of Lower:

For Lower Township Office Workers Association -
Local #3779, AFSCME NJ, AFL-CIO:

EXHIBIT A: Job Titles Under this Agreement (AFSCME 2024-2026) & Salary

Title:	Grades (1-5)/Comments
Account Clerk (NC)	1
Assessing Aide (C)	2 1-year experience
Assessor Trainee (NC)	1-2 Some experience/12 months training period before advancement
Assistant Assessor (C)	2-3 1-year experience
Assistant Super Recreation (C)	4 Some College/experience
Assistant Municipal Tax Collector (C)	4-5 Bachelor's degree or two years full-time experience
Assistant Municipal Treasure (C)	4-5 30 Semester hrs. or 1 year experience/Bachelor's degree
Assistant Zoning Officer (C)	3-4 2 years' experience
Building Maintenance Worker (NC)	1
Building Service Worker (NC)	1
Building Sub-Code Official (C)	5 License requirements under job specification
Chief Assistant Assessor (C)	5 3-5 years' experience – license requirement under job specification
Clerk (NC to C)	1-3 Requirements/experience under job specification
Code Enforcement Officer (C)	2 Requirements under job specification
Code Enforcement Officer Trainee (NC)	1 12-month training period before advancement
Computer Operator? (C)	1 Need one year experience or some college
Deputy Tax Assessor (U)	Job title outside of Senior Executive Service
Electrical Sub-Code Official (C)	5 Requirements under job specification
Keyboarding Clerk (NC to C)	1-4 Requirements/experience under job specification
Personnel Technician (C)	2 Requirements/experience under job specification
Principal Account Clerk (C)	3 2 years' experience
Principle Assistant Assessor (C)	3-4 3 years' experience
Plumbing Sub-Code Official (C)	5 License requirements under job specification
Registrar of Vital Statics (U)	2 3 years clerical experience
Record Support Technician (NC to C)	1-3 Requirements/experience under job specification
Senior Assistant Assessor (C)	3 2 years' experience assessing or appraising
Senior Account Clerk (C)	2 1-year experience in preparation and review of finance records
Senior Building Service Worker (C)	4 Requirements/experience under job specification
Senior Computer Operator (C)	2 Requirements/experience under job specification
Senior Code Enforcement Officer (C)	3 3 years' experience conducting inspections
Senior Telephone Operator (C)	2 1-year experience clerical and switchboard
Supervising Code Enforce Off (C)	4 4 years' experience conducting inspections
Supervising Computer Operator	3 Requirements/experience under job specification
Technical Assistant to Construction (C)	4 Requirements/experience under job specification
Telephone Operator (NC)	1

C= Compétitive

NC= Non-Compétitive

U= Unclassified

All Civil Service Titles can be located at <https://info.csc.state.nj.us/TitleList/TitleSearch.aspx>

EXHIBIT A: Salary

Grade Number	Min/Max
1	\$35,000 - \$40,000
2	\$39,000 - \$44,000
3	\$43,000 - \$48,000
4	\$47,000 - \$52,000
5	\$51,000 - \$56,000

LOWER TOWNSHIP
CONTRACT NEGOTIATIONS
AFSCME 2024-2026

Last Name, Suffix	First Name, Middle Initial	Pro Rated Base	Grade	2023 Base	Min Grade	If > \$3K	If < \$3K *	2024	2025	Avg. annual increase %
BAILY	JANIA	43,089.33	3.00	\$ 43,089.33	\$ 43,089.33		\$ 4,000.00	\$ 48,972.90	\$ 50,931.82	7.54%
BAILY	DAWN M	40,477.56	3.00	\$ 40,477.56	\$ 43,000.00		\$ 2,000.00	\$ 45,800.00	\$ 48,672.00	8.35%
BEASCO	AMY	40,477.56	3.00	\$ 40,477.56	\$ 43,000.00		\$ 2,000.00	\$ 45,800.00	\$ 48,672.00	8.35%
BLANDA	REBECCA	33,355.86	2.00	\$ 34,740.44	\$ 39,000.00	\$ 1,000.00	\$ -	\$ 41,600.00	\$ 43,264.00	9.84%
BRENNSTER	MARIA A	37,346.11	3.00	\$ 57,117.68	\$ -		\$ -	\$ -	\$ -	-
BUDD	JOANNE M	47,977.65	3.00	\$ 47,977.65	\$ 47,977.65		\$ 4,000.00	\$ 54,056.66	\$ 56,218.93	7.29%
CUEVAS	VALARIE	25,057.70	1.00	\$ 34,528.00	\$ 40,000.00	\$ 1,000.00	\$ -	\$ 42,640.00	\$ 44,345.60	11.19%
DOUGHERTY	MARK	48,436.94	4.00	\$ 49,492.34	\$ 53,714.29	\$ 1,000.00	\$ -	\$ 55,902.85	\$ 59,178.97	8.12%
DOUGHERTY	GEORGIA F	40,477.56	3.00	\$ 40,477.56	\$ 43,000.00		\$ 2,000.00	\$ 45,800.00	\$ 48,672.00	8.35%
DOUGLASS	DONALD	18,280.66	3.00	\$ 64,229.35	\$ -		\$ -	\$ -	\$ -	-
DUNN	JILLIAN	30,095.02	1.00	\$ 30,211.00	\$ 35,000.00	\$ 1,000.00		\$ 37,440.00	\$ 38,937.50	11.35%
EUBANKS	LACIE	33,586.62	2.00	\$ 34,740.44	\$ 39,000.00	\$ 1,000.00		\$ 41,600.00	\$ 43,264.00	9.84%
FIORE	WALTER S	63,354.13	4.00	\$ 64,392.62	\$ 64,392.62		\$ 4,000.00	\$ 71,128.32	\$ 73,973.46	6.49%
FOURNIER	BRUCE	41,147.13	4.00	\$ 41,147.13	\$ 41,147.13		\$ 2,000.00	\$ 44,873.02	\$ 46,667.94	5.98%
FRITSCH	STEPHANIE	39,422.29	4.00	\$ 42,422.29	\$ 47,000.00	\$ 1,000.00	\$ -	\$ 49,920.00	\$ 51,916.80	9.09%
GALLEGO	NICOLE A	33,355.86	2.00	\$ 34,740.44	\$ 39,000.00	\$ 1,000.00	\$ -	\$ 41,600.00	\$ 43,264.00	9.84%
KALANDER	RICHARD	27,342.62	5.00	\$ 27,342.62	\$ 27,342.62		\$ 2,000.00	\$ 30,515.32	\$ 31,736.98	6.90%
KELLEHER	WILLIAM	41,556.08	3.00	\$ 41,556.08	\$ 43,000.00		\$ 2,000.00	\$ 45,800.00	\$ 48,672.00	7.27%
LINDSEY	KURT A	35,136.50	5.00	\$ 37,950.00	\$ 35,136.50		\$ 2,000.00	\$ 38,522.38	\$ 40,167.27	3.35%
MOORE	REBE	27,026.13	3.00	\$ 59,549.14	\$ -		\$ -	\$ -	\$ -	-
MULDOON	PHYLLIS A	43,304.58	3.00	\$ 43,304.58	\$ 43,304.58		\$ 4,000.00	\$ 49,196.76	\$ 51,164.63	7.63%
PHILLIPPE	JESSICA	5,228.82	1.00	\$ 30,211.00	\$ 35,000.00	\$ 1,000.00	\$ -	\$ 37,440.00	\$ 38,937.50	11.35%
ROSS	ELIZABETH	11,004.48	2.00	\$ 34,892.31	\$ -		\$ -	\$ -	\$ -	-
SCHIED	SUZANNE M	44,704.74	3.00	\$ 45,089.33	\$ 45,089.33		\$ 4,000.00	\$ 52,092.90	\$ 54,176.62	7.42%
SENICO	AAREN D	43,225.78	3.00	\$ 43,225.78	\$ 43,225.78		\$ 4,000.00	\$ 49,114.81	\$ 51,079.40	7.63%
SPIEGEL	JACOB M	34,560.00	5.00	\$ 44,928.00	\$ 51,000.00	\$ 1,000.00		\$ 51,000.00	\$ 53,040.00	7.59%
STEIGER	KATHRYN	12,084.80	1.00	\$ 12,084.80	\$ 14,000.00		\$ -	\$ 14,560.00	\$ 15,142.40	10.10%
THOMAS	LINDA	58,678.72	3.00	\$ 58,678.72	\$ 58,678.72		\$ 4,000.00	\$ 65,185.87	\$ 67,793.30	6.72%
VENDETTA	MATTHEW	9,295.68	1.00	\$ 30,211.00	\$ 35,000.00	\$ 1,000.00		\$ 37,440.00	\$ 38,937.50	11.35%
WOLF	KAREN	59,289.13	3.00	\$ 59,289.13	\$ 59,289.13		\$ 4,000.00	\$ 65,820.70	\$ 68,453.52	6.69%
WOOD	PATRICK	30,966.28	1.00	\$ 30,966.28	\$ 35,000.00	\$ 1,000.00		\$ 37,440.00	\$ 38,937.50	10.20%

Employees stricken out have retired or resigned.	Totals	\$ 1,900,550.17		\$ 1,246,363.51	\$ 1,296,218.05	\$ 1,348,066.77
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2023 Base	1 Increase	47,516.60				51,848.72
% Increase	3.65%					4.00%
Average Annual Increase	1.22%					

- * Two columns were added:
 1. If employee received more than a \$3K bump when moving to the new appointed grade, an additional \$1K was added to ensure financial seniority over anyone hired after the contract was signed.
 2. If employee received \$3K or less, an additional \$2K - \$4K was added to address the employees who are at the top of their grade to ensure each received at least \$4K.