

Agreement

between

**Township of Egg Harbor
Atlantic County, New Jersey**

and

**Michael T. Hughes Jr.
Police Chief**

January 1, 2022 through December 31, 2022

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AGREEMENT

This Agreement entered into this 01 day of January 2022, by and between TOWNSHIP OF EGG HARBOR, in the County of Atlantic, a Municipal Corporation of the State of New Jersey, hereinafter called the "Township" or its successors, and MICHAEL HUGHES, hereinafter called "Police Chief." The Agreement represents the complete and final understanding between the Township and the Police Chief.

SALARY

Commencing January 1, 2022, the bi-weekly salary to be paid to the Police Chief of the Township shall be as follows, and shall be paid every other Friday:

Commencing	Salary
January 1, 2022	\$6,361

HOLIDAYS

The Police Chief receives compensation for holidays within his base salary as provided under the salary section of this Agreement.

PERSONAL DAYS

- A. Three (3) days a year of leave may be used for personal, business, household, or family matters described in this Section and shall be non-accumulative.
- B. Business means an activity that requires the Police Chief's presence during the workday and is of such nature that it cannot be attended to at a time outside of the workday.
- C. Personal, household, or family refers to matters when the Police Chief's absence from duty is necessary for the welfare of the Police Chief or his family.
- D. Application in duplicate for a personal day containing the reasons for the leave must be submitted at least forty-eight (48) hours in advance, except where circumstances prohibit the giving of such notice. Approval or denial of said request must be done within forty- eight (48) hours of receipt of application.
- E. The Police Chief may use personal days at any time during the year.
- F. Personal days will not be deducted from vacation, holiday, or sick leaves.

VACATIONS

- A. The Police Chief shall be entitled to a paid vacation of thirty-two (32) days.
- B. It is the intent of this Article to assure the Police Chief covered by this Agreement that he shall receive the maximum amount of actual vacation days to which he is entitled. Days on which he is normally scheduled to work shall be the days he is given off. Days on which he is normally scheduled off that fall during the vacation period shall not be computed as part of the vacation. The Police Chief will not be recalled to duty while on vacation except in extreme emergencies.
- C. Accrued vacation leave shall be compensated for when the Police Chief becomes separated, either voluntarily or involuntarily from the Township service, unless the Police Chief terminates service without giving two (2) week notice to the Township.
- D. The Police Chief may apply to the Township Treasurer to receive a special advance pay when going on a vacation of ten (10) days or more. However, the Police Chief must first obtain written permission from the Township Committee.
- E. The Police Chief will be able to take his vacations any time during the year.
- F. The Police Chief must use at least ten (10) vacation days within the year.
- H. The Police Chief who terminates his employment with the Township, or whose employment is terminated by the Township, shall be entitled to vacation time and/or vacation pay on a pro-rated basis.
- I. At the option of the Township, the Township may buy back accumulated vacation leave at a rate-per-day offered by the Township. Police Chief wishing to participate in the buy-back program must maintain at least ten (10) days in his vacation bank at the time of buy-back.

SICK LEAVE

- A. Sick leave is hereby defined to mean absence from post of duty by a Police Chief because of illness, accident, exposure to contagious disease, or attendance upon a member of the Police Chief's family, seriously ill, requiring the care of attendance of such Police Chief.
- B. Police Chief, when absent from work for three (3) or more consecutive working days due to an illness, or leave and attendance of a member of the Police Chief's immediate family shall be required to submit acceptable medical evidence substantiating the illness.
- C. In case of sick leave due to exposure to contagious disease, a certificate from the family doctor shall be required.
- D. Sick leave shall accrue for the Police Chief at the rate of fifteen (15) working days in every calendar year of employment thereafter, and shall accumulate from year to year. A maximum of two hundred and twenty (220) days shall accumulate for terminal leave payout purposes only. Otherwise, accumulation shall be unlimited.
- E. It is agreed that when the Police Chief reports for work and is forced because of illness to leave work after working at least two (2) hours, the maximum deduction of sick leave will be one-half (1/2) day.
- F. If a Police Chief is absent from work for reasons that entitle him to sick leave, the Department shall be notified as early as possible, but no later than two (2) hours prior to the start of the scheduled work shift from which he is absent, except in case of emergency. Failure to notify may be cause for denial of the use of sick leave for that absence and constitute cause for disciplinary action.
- G. The term "immediate family" for the purpose of this Article shall include father, mother, step-parent, spouse, child, foster child, if any, and relative residing in the Police Chief's household.
- H. The Police Chief may, at his option, transfer up to five (5) sick days per year per

incident to the accumulated sick leave of any other Police Officer. Said transfer shall be made in writing to the Township Treasurer.

- I. The Police Chief shall be paid up to 50 percent of his annual unused sick leave from the preceding year at that year's rate, payable no later than March 15 of the year of application. The sick leave payment cannot cause the amount of days accumulated to drop below twenty-five (25).
- J. The Police Chief, at his option, may be paid for a maximum of twenty-five (25) days from his sick leave bank if that balance is seventy-five (75) days or greater as of December 31 of that year. Payment shall be made no later than March 15 of the succeeding year.

TERMINAL LEAVE

- A. Upon a Police Chief's retirement, or honorable termination of employment, said Police Chief shall be compensated for his accumulated sick leave up to a maximum of two hundred twenty (220) days as provided below:

<u>Years of Service</u>	<u>% of Maximum Days Allowable</u>
24 years and over	100%

- B. Payments made under paragraph I and J of Sick Leave article for sick leave buy-back cannot cause the amount paid under this Article to exceed in the aggregate, the maximum number of days that the Police Chief would have been entitled to in the absence of a yearly buy-back provision.
- C. Upon the death, on or off duty, of a Police Chief, said Chief's beneficiary shall receive one hundred percent (100%) reimbursement for unused sick leave up to a maximum of two hundred and twenty (220) days.
- D. The Police Chief will be allowed to take a maximum of ninety (90) days of his accumulated sick leave as authorized days off from his regular schedule with full pay. If Police Chief is separated from service, he shall be entitled to terminal leave pay, unless such separation is a result of disciplinary action which is not appealed, or in the event of an appeal, is sustained by a court or tribunal of competent jurisdiction.

FUNERAL LEAVE

- A. In the event of death in the Police Chief's immediate family, the Police Chief shall be granted time off without loss of pay commencing no later than the day of the funeral, but in no event to exceed five (5) consecutive calendar days.
- B. The term "immediate family" shall include only father, mother, step-parent, father-in-law, mother-in-law, grandparents, sister, brother, spouse, child, foster child of the Police Chief and relatives residing in his household.
- C. Funeral leave may be extended beyond the five (5) day period without pay at the sole discretion of the Township Committee.
- D. The above shall not constitute sick leave and shall not be deducted from the Police Chief's annual sick leave or vacation leave.

INJURY LEAVE

- A. In the event a Police Chief becomes disabled by reason of work-related injury or illness and is unable to perform his duties, then, in addition to any sick leave benefits otherwise provided for herein, the Police Chief shall be entitled to full pay for a period to coincide with workman's compensation salary benefits. The Police Chief shall surrender and deliver any workman's compensation salary payments to the Township's Treasurer and receive his entire salary payment.
- B. Any Police Chief when injured, whether slight or severe, while working must make an immediate report prior to the end of the shift. Failure to report said injury may result in the failure of the Police Chief to receive compensation under this Article.
- C. The Police Chief shall be required to present evidence by a certificate of a physician designated by the insurance carrier that they are unable to work, and the Township may reasonably require the Police Chief to present such certificate from time to time.
- D. If the Township does not accept the certificate of the physician designated by the insurance carrier, the Township shall have the right, at its own cost, to require the Police Chief to obtain a physical examination and certification of fitness by a physician appointed by the Township.
- E. In the event the Township's physician certifies the Police Chief fit to return to duty, injury leave benefits granted under this Article shall be terminated. However, if the Police Chief disputes the determination of the Township physician, then the Township and the Police Chief shall mutually agree upon a third physician, who shall then examine the Police Chief. The cost of the third physician shall be borne equally by the Township and the Police Chief. The determination of the third physician as to the Police Chief's fitness to return to duty shall be final and binding upon the parties. In the event the third physician also certifies the Police Chief fit to return to duty, injury leave benefits granted under this Article shall be terminated.
- F. In the event any Police Chief is granted said injury leave, the Township's sole obligation shall be to pay the Police Chief the difference between his regular pay and any compensation, disability, or other payments received from other sources.

LIMITATIONS ON LEAVE

- A. No leave of absence or combination of leaves of absence provided for in this Agreement for any cause whatsoever shall exceed one (1) year. Any such absence will cause the Police Chief to be automatically separated from the Department on the anniversary from the date such absence began.
- B. This Police Chief must be notified by Certified Mail at least fourteen (14) days prior to termination and is entitled to all separation compensation due him.

LONGEVITY

- A. The Police Chief shall be paid in addition to and together with his annual base salary, additional compensation based upon the length of his service and determined according to the following schedule:

<u>Years of Service</u>	<u>% of Annual Base Salary</u>
Starting the 15th year	5%

- B. Longevity pay shall be applied on the basis of the Police Chief's anniversary date of employment.

COLLEGE INCENTIVE PROGRAM

The Police Chief receives compensation for his Master's Degree in Administrative Science within his base salary as provided under the salary section of this agreement.

HEALTH BENEFITS

- A. The Township agrees to provide health insurance coverage and dental insurance coverage consistent with and equal to that offered by the PBA for the Police Chief and eligible dependents covered by this agreement, at the Township's expense for the life of this contract. The Police Chief shall be responsible to pay the State mandated phase in cost, on a monthly basis through payroll deductions.
- B. The Township's prescription plan provides for a \$3 generic co-pay and \$10 for brand name prescriptions (per current State Health Benefit rates) and may be subject to change to reflect the State Health Benefit Plan prescription co-pay.
- C. The Police Chief may, at his sole discretion, annually exercise his option to opt out of medical coverage for a period of one (1) year. A Police Chief when exercising his option must notify the Township between October and December and provide to the Township proof of medical coverage as of the date of payment. If he opts out, a payment in accordance with the State Health Benefit Plan shall be made prior to April 15.
- D. A Police Chief may buy back into the medical health insurance coverage at his own expense on the first of the month following notification of his intent to resume Township coverage. In the event of the death or total disability of the Police Chief's spouse, the Police Chief will be permitted to purchase health insurance coverage on the pro-rata basis of their medical buy-out. In all other instances, the Police Chief is required to pay at the Township's contractual monthly rate.

CLOTHING ALLOWANCE

- A. The Police Chief shall receive each year a Nine Hundred and Fifty Dollars (\$950) clothing allowance to be utilized for purchase and/or replacement of uniforms or civilian clothing used on the job and at the Police Chief's discretion.
- B. All uniforms damaged in the line of duty shall be replaced by the Township after inspection and certification by the Township Administrator or his designee. This provision shall not apply to civilian clothes.
- C. In the year the Police Chief retires in accordance with the New Jersey Police and Firemen's Retirement System (PFRS), he will not be eligible to receive a purchase and/or replacement clothing allowance. In the event the Police Chief accepts the payment provided herein and then retires, the Police Chief will be responsible for repaying the amount paid on his behalf.

PHYSICAL HEALTH

- A. The Township agrees to provide an annual physical examination for the Police Chief by the Township Police Physician at no expense to the Police Chief.
 - 1. A Police Physician shall be appointed during the month of July.
 - 2. Every two (2) years the Police Chief shall receive an electrocardiogram at no expense to the Police Chief.
 - 3. Every year the Police Chief shall receive an HDL/LDL Cholesterol test as part of their annual physical at no expense to the Police Chief.
- B. There shall be a physical fitness test given, which may affect the Police Chief's duty status.

PERSONAL CAR

- A. The Township agrees to supply the Chief of Police with an unmarked automobile to be used for police work and for his personal use. Personal use shall be limited to those occasions when the Police Chief has finished police business and is scheduled to attend other activities while in route to his residence as long as the travel distances does not exceed 100 miles. Examples of other types of activities are: teaching, Police Athletic League, civic groups, Township non-profit organizations or other similar activities. The make and model shall be determined by the Township. However, it shall be a full-sized, four-door car and shall be equipped with such equipment as is needed for police work.
- B. The Chief of Police shall be permitted to use the car for his personal use in accordance with the conditions mentioned above. There shall be no limit on the use of the automobile for police work or anything associated with police work, such as attending meetings, training seminars, conferences, and other traveling needed to carry out the duties of the Chief of Police.
- C. The Township shall pay all expenses for the operation and upkeep of the automobile, such as car insurance, tires, gas, oil change, and other necessary repairs.

EDUCATION PROGRAMS/LAW ENFORCEMENT CONFERENCES

- A. The Chief of Police shall be permitted to attend and be compensated for, at his regular salary, and school, seminar or training session conducted by the International Association of Chiefs of Police, New Jersey State Association of Chiefs of Police, South Jersey Association of Chiefs of Police, Atlantic County Association of Chiefs of Police, Federal Bureau of Investigation, or any other educational program of a management or supervisory nature. All expenses, such as travel, room, food, tuition, or any other charges connected with the education program shall be borne by the Township of contained within the Police Department budget.
- B. The Township agrees to grant time off, including travel time, and pay all associated and reasonable expenses for the Chief of Police to attend the annual New Jersey Association of Chiefs of Police Conference and the International Association of Chiefs Conference. The expenditures for the above-named conferences shall not exceed the amount budgeted, unless expressly, permitted by the Township. If the Police Chief attends a conference at Township's expense, the Police Chief shall provide the Township with proof of expenses for attending such conferences, by way of receipt of voucher.
- C. The Township also agrees to pay for the Police Chief's dues for membership in the County Chiefs Association, South Jersey Association of the Chiefs of Police, the New Jersey Association of Chiefs of Police, and the International Association of Chiefs of Police.
- D. The Township agrees to grant time off and pay all expenses incurred by the Police Chief in attending any meetings of the above-named associations, as long as such meetings are held within the State of New Jersey. In the event any such meeting occurs outside of such location, the Chief of Police shall obtain permission to attend such meeting from the Township Committee. The total amount to attend any such meeting shall not exceed \$20 unless expressly permitted by the Township Committee.

CONTINUATION OF BENEFITS NOT COVERED BY THIS AGREEMENT

All conditions not covered by this Agreement shall continue to be governed, controlled, and interpreted by reference to the Township Charter, ordinances, Rules and Regulations of the Police Department of the Township, and any present or past benefits which are enjoyed by the Police Chief covered by this Agreement, that have not been included in the Contract Agreement, shall be continued.

SAVINGS CLAUSE

Each and every clause of this Agreement shall be deemed separable from each and every other clause of this Agreement to the extent that in the event any clause or clauses shall be finally determined to be in violation of any, then in such event, such clause or clauses, only to the extent that any may be so in violation shall be deemed of no force and effect an unenforceable without impairing the validity and enforceability of the rest of the Agreement, including any and all provisions of the remainder of any clause, sentence or paragraph in which offending language may appear.

FULLY-BARGAINED AGREEMENT

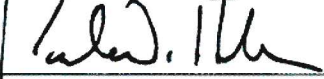
This Agreement represents and incorporates the complete and final understanding and settlement by the parties of bargain able issues which were or could have been the subject of negotiations. During the terms of this Agreement, neither party will be required to negotiate with respect to any such matter, whether or not covered by this Agreement, and whether or not within the knowledge or contemplation of either or both parties at the time they negotiated or signed this Agreement.

DURATION OF AGREEMENT

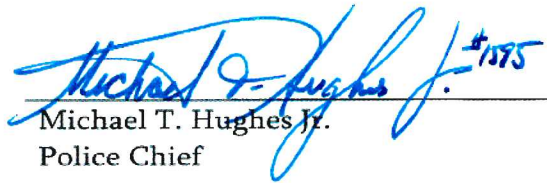
THIS AGREEMENT shall be in full force and effect as of January 1, 2022, and shall remain in effect to and including December 31, 2022.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals at the Township of Egg Harbor, New Jersey, on the year and date first above written.

Township of Egg Harbor

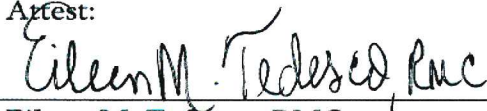


Paul W. Hodson
Mayor



Michael T. Hughes Jr.
Police Chief

Attest:



Eileen M. Tedesco, RMC
Township Clerk

Witness:

