

COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE
CHARTER TOWNSHIP OF SHELBY
AND
MICHIGAN FRATERNAL ORDER OF POLICE
REPRESENTING
THE SHELBY TOWNSHIP MUNICIPAL GENERAL EMPLOYEES

FOR THE TERM EXPIRING JUNE 30, 2026

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ARTICLE 1 PURPOSE AND INTENT

1.1 The general purpose of this Agreement is to set forth terms and conditions of employment, and to promote orderly and peaceful labor relations for the mutual interest of the Employer, the Employees and the Union.

To these ends, the Employer and the Union encourage to the fullest degree, friendly and cooperative relations between the respective Representatives at all levels and among all Employees.

1.2 The Employer is genuinely interested in maintaining maximum employment for all covered by this Agreement. The Employer further recognizes that the bargaining unit may change as the organization itself changes and agrees to maintain the integrity of the bargaining unit.

ARTICLE 2 RECOGNITION

2.1 Pursuant to and in accordance with all applicable provisions of Act 336 of the Michigan Public Acts of 1947, as amended, the Charter Township of Shelby, hereinafter referred to as the "EMPLOYER", Shelby Township or the Township, does hereby recognize the Michigan Fraternal Order of Police Labor Council, hereinafter referred to as the "UNION", representing the Shelby Township Municipal General Employees as the sole and exclusive representative for the purpose of collective bargaining with respect to rates of pay, wages and all other conditions of employment for all classifications listed in Addendum B of this agreement. All classifications covered by this agreement shall have job descriptions, which have been approved by the Township Board of Trustees.

2.2 **Aid to Other Unions:** The Employer will not aid, promote or finance any labor group or organization which purports to engage in collective bargaining or make any agreement with any such group or organization for the purpose of undermining the Union.

2.3 **New Classifications:** When a new classification is established the employer and union representatives shall meet to determine whether or not the classification should be included or excluded from the bargaining unit. If the parties cannot agree, the question shall be submitted to the Michigan Employment Relations Commission for determination.

- A. If the new classification is determined to be in the bargaining unit, the Human Resource Director shall assign the classification to a salary or wage grade. In the absence of any appeal by the Union within ten (10) working days of such notice, the classification and the pay rate shall be submitted to the Township Board of Trustees for approval. In the event of an appeal, the parties may negotiate for a suitable rate. The new classification may be filled pending resolution of the above matters at the pay rate proposed by the Township. Should a higher rate be negotiated, such higher rate should be paid retroactive to the date the position was filled.
- B. Changes in the job descriptions for classifications covered by this agreement will be subject to paragraph B above.

ARTICLE 3 DEFINITIONS

The Union	Michigan Fraternal Order of Police Labor Council.
Local Association	Shelby Township General Employees' Association.
The Employer	The Municipal government of the Charter Township of Shelby.
Bargaining Unit Member	Employees recognized under the Michigan Employment Relations Commission as appropriate Bargaining Unit Members in the formation of the Union.
Days	Defined as working days, excluding weekends and holidays.
Benefit Days	Days an Employee has earned through working that are given as paid time off such as vacation days, sick leave days, personal days, funeral days and jury duty days. Days while on workers' compensation or unpaid leave are not benefit days.
Time Worked	Time worked includes days actually worked and paid benefit days taken under the Contract such as vacation, personal and sick days, funeral leave and jury duty. It does not include time on worker's compensation.
Anniversary Date	The date which reflects each successive year of Township service or the adjusted service of an Employee. This date is used for longevity and vacation days accumulation rate.
Seven Day Operation	A rotating shift using any and all seven (7) days of the week.
Employee Status	<p><u>Regular Full Time Employee:</u> A regular Full-time Employee is an Employee who has completed the six (6) month probationary period and is scheduled to work full-time.</p> <p><u>Regular Part-Time Employee:</u> A regular part-time Employee is an Employee who has completed the six (6) month probationary period and is scheduled to work less than full time on a permanent basis. Regular part-time Employees will receive pro-rated benefits according to the regular hours worked. This proration does not apply to the employee's 20% health insurance cost share.</p> <p><u>Temporary Employee:</u> A Temporary Employee is an Employee who performs bargaining unit work of a temporarily vacant bargaining unit position to meet the requirements of the Township due to staffing problems within the respective departments. Temporary Employees so hired or their successors may work at a designated job within the department to a maximum of one hundred twenty (120) calendar days, per three hundred and sixty-five (365) consecutive day period. On the one hundred and twenty first (121st) day the employee shall be terminated. However, if there are extenuating circumstances, the time limit may be extended by mutual agreement of Management and Union. The Union shall be given notice of the hiring and termination of all temporary Employees. A</p>

Temporary Employee will not work any overtime unless all union personnel within the department are either working or have declined the assignment.

Seasonal Temporary Employees: A Seasonal Temporary Employee is an Employee hired for seasonal, temporary work to supplement the work force. It is not the intent to use seasonal Temporary Employees to displace any regular Employees. Hourly rates of pay are to be established by the Department Head based on an existing pay scale.

Co-op Student: A Co-op student Employee will perform Bargaining Unit duties under the direct supervision of a Bargaining Unit Employee. A Co-op student Employee is not to be used to displace Bargaining Unit Employees. A Co-op Employee will not work any overtime unless all union personnel within the department are either working or have declined the assignment. It is the intent of management to study the Co-op Program to ascertain that Co-op Employees are properly used and to establish an equitable wage and salary system.

Supplementary Employees: Supplementary Employees are Employees hired to supplement the workforce on a continuing basis, but less than full time. Employees in this classification include: Library Page, Park Aide, Senior Exercise Instructor, Bus Drivers, Senior Citizen Aide, Part-time Building Department Inspectors, Code Enforcement officers, School Crossing Guards, Cable TV and Recreation employees and other positions agreed to by the Union and Management. Hourly rates of pay are established by the Department Head based on an existing pay scale with no fringe benefits.

Retired Employees: Retired Employees are Employees who have terminated employment with the Township after having achieved the milestones specified in Article 34.2

ARTICLE 4 DISCRIMINATION

No persons employed by Shelby Township shall be discharged or discriminated against because of race, creed, color, sex, age, national origin, Union activity, marital status, height, weight or physical handicap.

ARTICLE 5 OPEN SHOP

5.1 The Employer agrees to deduct dues from the salary of each individual employee in the bargaining unit who voluntarily becomes a member or who voluntarily authorizes the payment of representation fees, subject to all of the following conditions:

- A. The Union shall obtain from those employees who voluntarily agree to become members or voluntarily agree to remit representation fees a completed authorization form which shall conform to the respective state and federal law(s) concerning that subject. The Union shall furnish the forms.
- B. Check-off authorization forms shall be filed with the Employer's Director of Human Resources. The total amount due shall be deducted and forwarded to the Union with a monthly membership list to the address of:

Fraternal Order of Police Labor Council
1457 East 12 Mile Road
Madison Heights, Michigan 48071

- C. It is the responsibility of the Labor Council to promptly notify the Director of Human Resources of any change in address for forwarding payments. The parties, by mutual agreement through a letter of understanding, may also agree to electronic transfer of dues payments, if such a method is available.
- D. The Employer's remittance shall be deemed correct if the Union does not give written notice to the Human Resources Director within two calendar weeks after remittance is transmitted of its belief, with reason(s) stated therefore, that the remittance is incorrect.
- E. The Union shall provide at least 30 days written notice to the Human Resources Director of the amount of Union dues and representation fees to be deducted from the wages of employees in accordance with this Article. Any changes in the amounts determined will also be provided to the Human Resources Director at least 30 days prior to its implementation.

5.2 **SAVE HARMLESS:** The Union agrees to defend, indemnify, and save the Employer harmless against any liability of any kind that may arise by reason of this Article, including any and all claims, suits, or other forms of liability arising out of its deduction from an employee's pay of Union dues, or representation fees or in reliance upon any list, notice, certification or authorization furnished under this Article. The Union assumes full responsibility for the disposition of the deductions so made once they have been sent to the Union.

5.3 During the term of this Agreement it is the express intent of the Employers and the Union to follow the law as currently defined by the United States Supreme Court decision of *Janus v. AFSCME*, 138 S. Ct. 2448 (June 27, 2018), as well as 2012 PA 349, at MCL 423.209 and MCL 423.210.

ARTICLE 6 UNION RIGHTS

6.1 **Union Activities on Employer's Time and Premises:** The Employer agrees that during working hours, on the Employer's premises, unless otherwise agreed to by the Human Resource Director or their designee, and without loss of pay, designated Union representatives shall be allowed to:

- A. Attend negotiating meetings with the Township representatives. Members of the union negotiating team shall be compensated at their base hourly rate of pay, while actually engaged in negotiations with the Employer when such negotiations are conducted during the work schedule of the Employee. Each member of the negotiating team will be afforded four (4) hours per week, not to exceed two (2) hours per day for the sole purpose of preparing for negotiations with township representatives. This time shall begin three (3) months prior to contract expiration and cease upon ratification of the contract.
- B. Prepare and transmit communications authorized by the Union or its officers to the appropriate personnel, not to exceed one (1) hour in any day, not to exceed a total of three (3) hours per week, limited to two (2) representatives at one time.
- C. Attend meetings called by the Township for Employees under this Agreement.
- D. The Township shall advise the union when a new hire's standard orientation is completed so the Union may present an orientation of its own to each new employee. The orientation shall not exceed thirty minutes.

6.2 **Union Representation Units:** For the purpose of Union representation, the number of representative subunits in the Union shall be as follows:

Chief Steward
Financial Steward
Utility Steward
Alternate Steward

6.3 The Union agrees to provide the Employer with a current list of the Union Stewards.

6.4 The Employer agrees to provide the Union with a current list of all Supervisors, as well as Department and/or Division Heads in the various subunits.

6.5 The Negotiating Committee shall consist of the Chief Steward and two other members in good standing, to be determined by election of the membership.

6.6 **Union Notices on Bulletin Board:** The Township will furnish bulletin boards for Union notices and information. These bulletin boards, or anything posted thereon, will not be disturbed by any Official of the Township, provided that the conditions set forth herein are met. Notices shall be dated for removal by a responsible Union official in each building. The bulletin board shall be used by the Union for posting notices bearing the written approval of the Unit Chairperson, but only for the following notices:

- A. Recreational and social affairs of the Union
- B. Union meetings
- C. Union elections
- D. Union appointments and results of Union election
- E. Bona fide Union activities such as: Cooperatives, Credit Unions and unemployment compensation information.

6.7 In the event that the Chief Steward is absent, the Union may designate a Steward to act as Chief Steward during said absence.

ARTICLE 7 MANAGEMENT RIGHTS

7.1 The management of the Township's operations and the direction of the working force remain the sole and exclusive rights and responsibilities of the Township: including, for example, the authority to hire, and promote, as well as, the right to discipline, suspend, and discharge Employees for cause; to adjust the working force: to determine the extent and schedule of its operations, and to introduce new or improved methods and processes or facilities. The Township agrees that it will notify the Union of changes in departmental operations, methods, processes or facilities which permanently increase or decrease the workforce or which create the need for skills not covered by the then present classifications, and it will discuss with the Union modifications in classifications to include the needed skills. In exercising its management responsibilities, the Township will comply with the terms and conditions of the Agreement and will not discriminate against any Member of the Union.

7.2 The above-mentioned Management Rights are not to be interpreted as being all-inclusive, but merely indicate the type of rights which belong to and are inherent to management. It is understood that any of the rights, power of authority the Township has prior to the signing of this Agreement are retained by the Township, except those specifically abridged, granted or delegated to others or modified by this Agreement.

ARTICLE 8 PERSONNEL FILE

8.1 An Employee shall have the right to review the contents of his/her records and to have a Union representative present at such a review. This includes an Employee's medical file, personnel file, and workers' compensation file.

8.2 An Employee will be notified in advance of any material to be placed in his/her Personnel File. An Employee may submit a written notation regarding any material, including service ratings, placed in his/her file, and a written notation of such shall be given to the Employer. If the Employee believes the material placed or to be placed in his/her file is inappropriate or in error, he/she may seek adjustment by discussing the matter with the Human Resource Department. If the material is found to be in error, the material shall be corrected or expunged from the file. If an Employee is requested to sign material to be placed in his/her file, such signature thereon shall be understood to indicate his/her awareness of the material but in no instance, shall said signature be interpreted to mean agreement with the material's content.

8.3 No material from a personnel file shall be released without notification to the person involved and only that material essential to the requirements of a legitimate interest may be released.

ARTICLE 9 SENIORITY

9.1 Seniority shall be defined as length of continuous service within the Bargaining Unit, as of the Employee's last date of hire in said Bargaining Unit. In the circumstance of more than one individual beginning employment on the same date, all individuals so affected will participate in a drawing to determine position on the seniority list.

9.2 An Employee shall lose his/her seniority under the following circumstances:

- A. If he/she resigns:
- B. If he/she is discharged, and such discharge is not reversed through the Grievance Procedure or the courts;
- C. If he/she is absent for four (4) consecutive working days or fails to return to work within four (4) consecutive working days of the expirations of any type of leave of absence without properly notifying the Township, unless he/she has a reasonable explanation for failure to notify. Exceptions may be made in appropriate cases;
- D. If he/she fails to return to work within ten (10) working days after being recalled from a layoff as set forth in the recall procedure;
- E. If he/she is laid off for a continuous period equal to his/her length of seniority, or of one (1) year, whichever is greater, as set forth in the recall procedure.

9.3 Seniority of all Employees shall be and remain as posted at the signing of this Agreement, except as it may be accumulated.

9.4 A seniority list for all Employees under this Agreement shall be submitted by the Township to the Union and posted semi-annually. The seniority list shall be established in accordance with the seniority dates.

9.5 The Township shall present the Union with a list of Employees transferred out of the Bargaining Unit or entering the Bargaining Unit, Employees who, for any reason, separate from the Bargaining Unit, and Employees going on or returning from a leave of absence within ten (10) days of the transaction.

9.6 Employees transferred or promoted outside of the General Employees Bargaining Unit shall retain all rights accrued for the purpose of any benefits provided for in this Agreement. Upon return from such a transfer or promotion, the Employee shall be returned to the General Employees' Bargaining Unit in his/her former classification, seniority permitting, at the seniority status in which he/she left the General Employees' Bargaining Unit. Total seniority will include all time spent in the General Employees' Bargaining Unit. If he/she cannot be placed in his/her former classification, he/she will follow the layoff procedure under Sections 13.2 and 13.3.

9.7 Notwithstanding their position in the Seniority List, the Chief Steward and Stewards shall, in the event of a layoff and recall, be continued at work, provided they have the ability to perform the work being done at the time. In the event that the Chief Steward and Stewards must be laid off, they will be laid off in the following order: Stewards, then Chief Steward.

ARTICLE 10 PROBATIONARY PERIOD

10.1 A new Employee hired into the Bargaining Unit shall be considered a Probationary Employee for the first six (6) months of his/her employment. Periods when the Employee is absent on approved leave or workers compensation shall not be included in computing the six (6) month probationary period. During the probationary period, the Employee may be discharged without cause. Following successful completion of the six (6) month probationary period, he/she shall rank for seniority purposes from the first day of hire.

10.2 The Union shall represent Probationary Employees for the purpose of collective bargaining and in respect to rates of pay, wages, hours and other conditions of employment, except the Union cannot challenge the discharge, discipline, dismissal or layoff of a probationary Employee except for Union Activities.

ARTICLE 11 PROMOTION/TRIAL PERIOD

11.1 Vacancies within the bargaining unit shall be posted for a period of ten (10) days. Interested members of the bargaining unit may file application with the Human Resource Department during that posting period. The applications shall then be reviewed by the Human Resource Director, who shall determine which employees meet the established minimum qualifications for the classification. Employees found not to meet the minimum qualifications shall be notified in writing of their disqualification along with the reasons for this determination. The employee shall then have five (5) days to appeal the determination to the General Employee Civil Service Commission.

In determining the qualifications of a bargaining unit member, an examination may or may not be given as determined at the discretion of the Human Resource Director. In the event that three or more members of the bargaining unit are found to be qualified, a selection shall be made based upon education related to the position, training, and experience to fill the vacancy. Seniority shall be controlling when other factors are equal.

Should there be fewer than three members of the bargaining unit found to be qualified to fill a vacancy the Human Resource Department may elect to post the same position for internal part-time, seasonal non-civil service status, active employees of the Township, to apply. The applications shall then be reviewed by the Human Resource Director, who shall determine which employees meet the established minimum qualifications for the classification. Employees found not to meet the minimum qualifications shall be notified in writing of their disqualification along with the reasons for this determination. Internal part-time, seasonal non-civil service status, active employees of the Township shall not appeal to the General Employee Civil Service Commission.

Should there be fewer than three members of the bargaining unit found to be qualified to fill a vacancy the department head may request that additional candidates be certified for consideration through the use of an open competitive list, as defined in the General Employees Civil Service Commission's Rules.

11.2 If a status member of the general bargaining unit applies for and is accepted in a new position, he/she shall be given a trial period lasting a period of sixty (60) days worked, which may be extended for a period not to exceed thirty (30) days worked by mutual agreement of the Employee and Department Head. If either the Employee or the Department Head find the position or work unacceptable, the Employee may return to his/her old position. Unless the Employee is notified that they have not successfully completed the trial

period by the conclusion of the trial period stated above, they shall be deemed to have completed it successfully.

11.3 Working Out-Of-Classification Pay: Employees temporarily performing the work of a higher classification shall be compensated in the following circumstances:

- A. The higher classification must be vacant for a period of not less than ten (10) consecutive days prior to anyone being given an increase in pay. Vacancies created by an individual taking a scheduled leave of greater than twenty (20) days may be filled prior to the departure of the employee for training purposes.
- B. In order to be eligible for such pay an employee must be performing the additional duties of the higher class.
- C. The employee chosen for the out of class assignment will be selected based upon the qualifications and abilities of interested employees within the department. The employer will notify employees in the department of an upcoming Working-Out-Of Classification Position. Seniority shall be controlling only when other factors are equal. Individuals from outside the department shall only be utilized when no one from within the department is interested and only with the permission of the Human Resource Director.
- D. The rate of pay received will be the lowest step of the pay grade for the vacant position that would result in a pay increase for the employee performing the additional duties. Step increases shall be granted at six (6) month intervals.
- E. Employees will not be eligible for the out-of-class rate of pay while utilizing benefit time during the initial period of sixty (60) consecutive days. Benefit time, excluding worker compensation, short-term and long-term disability, will be paid at the higher rate for benefit time used after that time. Under no circumstance will employees receive the out-of-class rate of pay while on workers compensation or short or long-term disability. Benefit time is defined as but not limited to:

Vacation, Sick, Personal Business, Holiday, Comp Time, Funeral Leave or Union business
- F. Payments made to employees during the out-of-class period such as, but not limited to, longevity pay or the cashing out of vacation and/or sick time will not be eligible for the out-of-class rate of pay.
- G. Time spent in previous out-of-classification assignments will not be credited toward increment accrual. Should the employee be permanently promoted to the same position as the current out of classification assignment, the employee will be promoted to the same classification and step as what has been achieved by the employee while working in the out-of-class assignment. Increments which would have been earned by an employee in the classification held prior to being placed in the out-of-class assignment will continue to be granted.
- H. Only thirty (30) days of the time spent immediately preceding a permanent assignment shall be credited toward the probationary period for the higher classification.

- I. No more than one employee may be assigned the additional duties of the individual employee creating the vacancy. Therefore, only one employee can receive compensation at any given time for performing the work of an individual employee of a higher grade.
- J. Payroll adjustments will be made manually on each payroll check during the initial sixty (60) consecutive days. This will mean those items such as union dues and pension contributions will be made based upon the employee's normal base rate of pay. Pension contributions for employees working out-of-class beyond the sixty (60) consecutive days will have pension contributions based upon the higher class, but under no circumstances will the employee's union dues rate or union/unit designation be altered during this out-of-class period.
- K. Each occurrence of an employee working out-of-class will be treated as a separate event. Under no circumstances will time spent in prior assignments be considered in the application of any of the above.
- L. No out-of-class assignment shall continue for more than one (1) year without the permission of the Township Board and the Union representing the classification being filled.

ARTICLE 12 STRIKE PROHIBITION

12.1 The Union recognizes that strikes by Public Employees are prohibited by Act 336 Public Acts of 1947, as amended, and agrees that it will comply with said Act.

12.2 The Township shall not conduct a lockout of Bargaining Unit Employees during the course of this Agreement. At no time shall Employees be required to cross the picket line of another Union when crossing a line would impair the safety of Employees.

ARTICLE 13 LAYOFF AND RECALL

13.1 A layoff is defined to be the reduction of the work force due to the lack of work, lack of funds or any reasons other than acts of delinquency of an Employee.

13.2 Layoffs shall be made in conformity with the principle of seniority in the unit, i.e., the last one hired being the first one laid off and the first one laid off being the last one recalled.

13.3 In the event layoffs become necessary, Employees with seniority shall be able to transfer to any other job held by a lesser seniority Employee, providing they have the ability, in the following order:

- A. To an equal classification and grade in their department.
- B. In descending order to classifications in the next lower grades in their unit as described in Section 2.2.

13.4 For the purpose of layoffs and recalls, Employees who have been upgraded will not carry their seniority to the higher grade (except those upgraded with State Examinations) until the completion of six (6) months of employment on the higher grade. Recalls will be made in the reverse order of the layoff procedure.

13.5 If a question arises as to the ability to do the job under the above Sections, the question will be resolved through the grievance procedure.

13.6 In the event of any layoff, of bargaining unit employees in a Department, all temporary, seasonal, co-op, and supplemental employees in that Department shall be laid off first. Bargaining unit employees who are laid off shall be offered temporary or seasonal positions remaining in the Township provided they are qualified to perform the work with minimal training. Unit employees who accept such work shall be so employed under the same terms and conditions of employment as the temporary or seasonal employees they replace. Employees notified of layoff who assume temporary or seasonal positions shall not relinquish their call back rights. Restrictions imposed upon the Township by this Paragraph shall not be applicable to crossing guards, senior citizen aides, non-union bus driver (unless union bus drivers are laid off), cable television and recreational employees such as mower operators, umpires, coaches, camera operators, program/class instructors, etc.

ARTICLE 14 DISCIPLINE, DISCHARGE OR SUSPENSION

14.1 The Township agrees to notify the Union in writing prior to the discharge or suspension of an Employee.

14.2 The discharged or suspended Employee will be allowed to discuss his/her discharge or suspension with his/her Union Representative and the Employer will make available an area where he/she may do so before he/she is required to leave the property of the Township. Upon request, the Township or its designated Representative will discuss the discharge or suspension with the Employee and his/her Union Representative.

14.3 Should the discharged or suspended Employee or the Union consider the discharge or suspension to be improper, a complaint shall be presented in writing through the Union Representative to the Department Head within three (3) regularly scheduled working days after the discharge or suspension. If a meeting with the Department Head is requested in the complaint, it shall take place within three (3) regularly scheduled working days after such complaint is received. This meeting will be attended by the FOPLC Representative, the Chief Steward or Steward and the Employee. If the matter is not resolved at this meeting, the Department Head shall give his/her written answer within three (3) working days from the date of the meeting. If the decision is not satisfactory to the Union, the matter shall be referred to the Grievance Procedure beginning with Step 3.

14.4 The Township agrees to supply the Employee and the Union with a copy of any reprimand placed into his/her record and also guarantees the Employee the right to review his/her personnel and Civil Services records upon request.

14.5 In imposing any discipline of a current charge, the Township will not take into account any prior infractions that occurred more than 48 months previously.

ARTICLE 15 GRIEVANCE PROCEDURE

15.1 Except for as provided in Article 11.1 concerning vacancies within the bargaining unit, the following grievance procedure shall be the exclusive remedy for any dispute between the parties. Except for as provided in Article 11.1, the General Employee Civil Service Commission is divested from hearing any complaint, grievance, or any other matter brought by a member of the bargaining unit. Any decision rendered by the GECSC that is contrary to this paragraph is void.

15.2 Should any dispute arise between the parties including the application, meaning or interpretation of this Agreement, an Employee and/or the Union may seek redress from the Township within ten (10) days after the event, occurrence or knowledge of the facts giving rise to the dispute. An earnest effort shall be made to resolve such dispute promptly and the following procedure shall be adhered to:

15.3 **Step One** – An Employee who believes he/she has grounds for a dispute because any provision of this Agreement or any working condition has not been applied or interpreted properly towards him/her may discuss his/her complaint with his/her immediate Supervisor and/or may secure the services of his/her Steward to represent him/her. The Supervisor shall review the matter and shall respond to the Steward within three (3) days.

15.4 **Step Two** – If the dispute remains unadjusted, it shall be presented on a form supplied by the Michigan Fraternal Order of Police Labor Council by a FOPLC Representative or Steward. The Union shall have fifteen (15) days after the Supervisor's response is due or received to investigate all facts and present the grievance, in writing, to the Department Head or the designated Representative of the Township.

The written grievance shall contain a factual statement outing the acts constituting the grievance, the date, the time, and place of the occurrence and the relief requested. The written grievance shall contain a statement of the section(s) of the collective bargaining agreement to have been violated.

The Department Head or designated Representative of the Township shall arrange a meeting to be held within five (5) days. The Township shall respond in writing to the written grievance within three (3) days after the meeting is held.

15.5 **Step Three** – If the grievance remains unadjusted, it shall be presented by the Union to the Township Human Resource Director or a designated Representative within five (5) days after the response of the Department Head is due. A meeting shall be held within five (5) days after receipt of the grievance. The Human Resource Director or a designated Representative shall respond in writing to the grievance within five (5) days after the meeting is held.

15.6 **Step Four** – Any unresolved grievance which has been processed through the third step of the Grievance Procedure may be submitted to binding arbitration. The involved parties shall have twenty (20) days to appeal the final administrative decision to demand arbitration. Arbitration will be in strict accordance with the following:

- A. Arbitration may be invoked by either party by filing a demand of arbitration with the American Arbitration Association. A copy of the demand is to be filed with the other party;

- B. The selection of the Arbitrator and the determination of the dispute outlined in the grievance shall be in accordance with all the applicable rules of American Arbitration Association, unless the parties stipulate to an arbitrator of their own choosing;
- C. The Arbitrator shall limit his/her decision strictly to the interpretation, application or enforcement of this Agreement, and he/she shall be without power to make a decision;
 - 1. Contrary to, or inconsistent with, or modifying or varying the terms of this Agreement in any way;
 - 2. Granting any right or relief for any period of time whatsoever prior to the execution date of this Agreement.
- D. The decision of the Arbitrator shall be final and binding on the parties and the Arbitrator shall be requested to issue his/her decision within thirty (30) days after the conclusion of testimony and argument. Expense for the Arbitrator's services and the proceedings shall be borne equally by the Township and the Union.

15.7 Failure by the Union to act on a grievance within the time limits specified in Section 1, Steps 1, 2, 3 and 4 shall constitute a bar to further action on that grievance. Failure by the Township to act on a grievance within the time limits specified in Section 1, Steps 1, 2, 3 and 4 shall allow the grievances to be processed to the next step in the Grievance Procedure. All time limits in the Grievance Procedure may be shortened or extended by mutual agreement.

15.8 Grievances or disputes affecting the entire Bargaining Unit or an entire classification may be entered by the Union as a Policy Grievance at Step Three. Grievances or disputes affecting an entire department may be entered by the Union as a Policy Grievance at Step Two.

15.9 **INVESTIGATING GRIEVANCES:** When it becomes necessary for the Steward to investigate and process grievances, he/she shall be given reasonable time off the job during regular working hours without loss of pay. The Steward shall inform his/her immediate Supervisor or designated Representative sufficiently in advance of such time as is required. He/ she shall also notify his/her immediate Supervisor of the location of the dispute.

15.10 **TIME OFF FOR OTHER UNIT OFFICIALS:** The Chief Steward, Stewards or designated Representative shall be given reasonable time off the job during regular working hours, without loss of pay, to enable them to further grievances, meet with each other, or meet with Township Officials on pertinent matters. Each of them will inform his/her immediate Supervisor or designated Representative sufficiently in advance of such time as is required. They shall also give notification of the location and nature of their meetings.

ARTICLE 16 WAGES

16.1 Effective upon the first day in July 2022, the wage schedules for all covered classifications is set forth in Appendix B. The wage schedule reflects a seven-step wage scale with a proportional step increment awarded each subsequent six (6) months over a period of thirty-six months, until the employee reaches the maximum rate for his/her classification. The rate of pay of the maximum step (Step 7) is 15% greater than the rate of pay of entry step (Step 1). Wages will be paid bi-weekly, on Thursdays. The Township reserves the right to start new employees with prior work experience relevant to the position at a higher wage step up to a maximum of step three. The parties agree that the Township has the sole discretion to determine what constitutes prior relevant work experience.

Effective upon July 1, 2022 the current 10-step wage schedule shall be revised to seven steps (Appendix A). Employees shall be placed on the lowest step on the 7-step wage schedule that does not result in a wage decrease.

The second phase in the process is to create a wage schedule effective on July 1, 2022 with the negotiated wages increases (Appendix B). Employees shall remain in the step as assigned during the first phase of this process.

The step increases on the increment schedule will not be adjusted based upon this wage schedule. Step increments will continue to be awarded on the existing anniversary date schedule, each subsequent six (6) months over a period of ~~fifty-four~~ thirty-six months, until the employee reaches the maximum rate for his/her classification.

The following automatic wage adjustments to the pay scale will take effect as of the dates specified below:

Effective 7/1/22	2.5 % Increase and \$750 Lump Sum (Appendix C)
Effective 7/1/23	2% Increase and \$1000 Lump Sum (Appendix D)
Effective 7/1/24	2% Increase and \$1000 Lump Sum (Appendix E)
Effective 7/1/25	2.25% Increase and \$750 Lump Sum (Appendix F)

16.2 Any employee whose current wage rate is higher than the maximum step (Step 7) upon the first day of the first full pay period in July 2022 shall receive a non-recurring, lump sum bonus equal to 2.5% of his or her annual salary.

Any employee whose current wage rate is higher than the maximum step (Step 7) on July 1, 2023 shall receive a non-recurring, lump-sum bonus equal to 2% of his or her annual salary.

Any employee whose current wage rate is higher than the maximum step (Step 7) on July 1, 2024 shall receive a non-recurring, lump-sum bonus equal to 2% of his or her annual salary.

Any employee whose current wage rate is higher than the maximum step (Step 7) on July 1, 2025 shall receive a non-recurring, lump-sum bonus equal to 2.25% of his or her annual salary. Red-lined employees are listed with current wage rate and annual salary at Appendix G.

16.3 Shift Premium – there will be one and one-half (1.5%) percent premium for hours worked on the afternoon shift.

16.4 The afternoon shift is any shift that is scheduled to start on or after 12:00 noon.

16.5 Employees regularly employed on a five (5) day workweek other than Monday through Friday, will receive an additional one and one-half (1.5%) percent for work on Saturday or Sunday.

16.6 Compensation for overtime service shall be paid time and one-half based on an Employee's base hourly rate of pay. Double time will be paid for work on a Holiday and Sunday, in addition to regular Holiday pay.

16.7 Employees may elect to take compensatory time in lieu of overtime. Compensatory time will be earned at the same as overtime. Compensatory time will follow applicable sections of the Fair Labor Standards Act, July, 1987 as amended. It is further agreed that each Employee shall be paid off on the first pay day of December for all accumulated compensatory time, unless they request to carry that time forward into the next calendar year.

A. FLSA/Overtime

Effective no later than 60 days after mutual ratification of this Agreement (July 1, 2022 - June 30, 2026), the payroll system shall be changed as follows pursuant to the request of the Finance Director:

- (1) Remove base rate of pay from the calculation of FLSA overtime for periodic payments such as longevity, certification, and other annual bonuses.
- (2) Shift payments earned within a 14-day cycle shall be included in the FLSA overtime calculation for the 14-day cycle in which they are earned.
- (3) Periodic payments for FLSA overtime purposes shall be calculated utilizing the half-time method.

16.8 Employees working a seven (7) day operation will receive one and one-half (1.5%) percent over their classified pay rate for their regularly scheduled work week, which is an accumulation of 40 hours.

A. Employees working a seven day operation will be compensated for overtime in one of the following ways:

1. They will receive time and one-half (1½) for all hours worked in excess of eight (8) hours in one (1) day, forty (40) hours in one (1) week (otherwise noted as the employees first regular scheduled day off), but not both.
2. Employees may elect to take compensatory time in lieu of overtime. Compensatory time will be earned at the same rate as overtime.
3. Double time will be paid for work on a Holiday and/or the employees second scheduled day off of work.

B. Employees working a seven (7) day operation and whereby the legal holidays listed in the contract are NOT a day that the employee is regularly scheduled for work, he/she may take the next "regular" working day off following the holiday, upon the discretion of the Department Head, and they would be paid at their "regular" hourly wage for that day.

C. If the legal holiday falls on the employees "regular" scheduled day off then he/she shall follow the same guidelines as listed in the bargaining contract.

D. The Township may require an employee to work on a paid holiday if their employment is necessary to the maintenance of minimum essential public service. Holiday scheduling is at the discretion of the Department Head.

16.9 **FORTY (40) HOUR EMPLOYEES:** Time and one-half (1 ½) for all hours worked in excess of eight (8) hours in one (1) day or forty (40) hours in one (1) week, but not both.

16.10 **THIRTY-SEVEN AND ONE HALF (37 ½) HOUR EMPLOYEES:** Time and one-half (1 ½) for all hours worked in excess of seven and one-half (7 ½) hours in one (1) day or thirty-seven and one half (37 ½) hours in one (1) week, but not both.

ARTICLE 17 DEFERRED COMPENSATION

17.1 The employer will provide at least one Deferred Compensation plan for all employees.

ARTICLE 18 LONGEVITY

18.1 Employees hired on or before August 31, 2010 shall receive the following longevity benefits based upon regular base pay, not to exceed Fifty-Two Thousand (\$52,000.00) Dollars:

<u>Years of Completed Service</u>	<u>Percentage of Base Wages</u>
Five (5) years	1%
Seven (7) years	2%
Ten (10) years	3%
Twelve (12) years	4%
Fifteen (15) years	6%
Twenty (20) years	8%
Twenty-five (25) years	10%

18.2 Employees hired on or after September 1, 2010 shall not receive longevity.

18.3 The longevity pay shall be paid in a single amount on the first pay period in January, based on the years of service for the upcoming year.

ARTICLE 19 CALL IN PAY/MEETINGS

19.1 Employees required to either, 1) return to work after leaving at the end of their shift and prior to their shift beginning on their next workday, or 2) reporting to work on a day other than their regular workday, shall receive not less than three (3) hours pay at time and one half (1 ½) the base hourly rate of pay. Should the call-in time occur less than 3 hours prior to the start of the employee's next normal shift, the employee will be guaranteed overtime pay (1 ½) for the worked hours plus FLSA Overtime for the balance of hours needed to equal the minimum of three (3) hours.

19.2 Anyone scheduled for a meeting, by a Supervisor or a Department Head after normal working hours, which requires the employee to return to work, shall be paid a minimum of three (3) hours pay at time and one half (1 ½) the base hourly rate of pay.

ARTICLE 20 SICK LEAVE

20.1

Short-Term Sick Leave:

- A. Sick leave days will be earned at the rate of one (1) day per month for a total of twelve (12) sick days per year.
- B. New Employees will be given a one-time grant of ten (10) sick days which will be reimbursed to the Township at the end of thirty (30) months. In the event an Employee is unable to reimburse the initial grant at the end of the thirty (30) month period, the process outlined below shall be followed at that time:
 - 1. The Employee will be allowed to use any combination of available benefit hours (sick, personal, vacation and/or compensatory) to reimburse the initial grant; or
 - 2. As the Employee earns an additional sick time (or combination of other benefit time), such time will be immediately deducted from his/her banks until such time as the initial grant is completely reimbursed to the Township.

The Employee will make the choice of option B(1) or B(2) in writing and submit it to the Finance Department. Employees failing to make the required election within three (3) days of their thirty (30) month anniversary date shall be considered as having selected option B(2).

- C. The unused portion of the sick days earned monthly and the one time only grant may be carried over to subsequent years. At the first pay period in December, an Employee shall be paid sick days in excess of thirty (30) days at ninety (90%) percent of his/her daily rate of pay, but not until the initial grant has been reimbursed.
- D. Sick leave shall be allowed in cases of actual illness or injury or exposure to contagious disease endangering others or for illness or injury to the Employee and his/her immediate family, which necessitates the Employee's absence from work. Immediate family shall include the Employee's spouse, children, or persons for whose financial or physical care he/she is responsible. The Department Head may require that the Employee provide substantiation as to the need of the Employee utilizing sick leave for such individuals; said leave not to exceed three (3) days without the approval and substantiation as required by the Department Head.
- E. Sick leave may be utilized by an Employee for appointments with a doctor or dentist.
- F. Any utilization of sick leave allowance by an Employee must be reported to the Department Head as soon as possible. Any sick time must be in a minimum of one-half (1/2) hour and must be approved by the Department Head.
- G. The Employer may, at its discretion, require each Employee desiring sick leave benefits in excess of two (2) days to file with the Department Head one or both of the following:
 - 1. A physician's statement indicating the ability of the employee to perform essential job functions.

2. A sworn affidavit that the claim for absence for any of the reasons stated is bona fide, as well as other relevant information pertaining to the Employee's situation.

H. Employees who terminate their employment for any reason other than retirement shall be paid ninety (90%) percent of all accumulated sick leave days in excess of thirty (30) days, provided the Employee's one time grant of sick leave days has been reimbursed.

20.2 **Short-Term Disability Provision:** An Employee qualifies for Short-Term Disability as follows:

- A. An Employee must qualify for this section by sustaining a period of twenty (20) consecutive lost work days. An Employee may apply for extended sick leave for the 21st lost workday through the point at which Long-Term Disability Coverage begins. Said application must be made to the Department Head.
- B. For the 21st lost work day through the 180th consecutive day of illness or injury the Employee shall receive 75% of his/her wages. The Employee may elect to supplement this payment through the utilization of benefit time. Health insurance coverage and life Insurance premiums paid by the Township will continue, and the employee shall accumulate all benefits except vacation days.
- C. The Short-Term Disability provision herein is to be used as a bridge to Long-Term Disability. These Short-Term Disability days shall not be accumulated;
- D. Short-Term Disability herein may be used for any illnesses, injury or disability to the Employee with proper substantiation as indicated.
- E. In the event that the Section herein is funded by a Short-Term Disability Insurance Policy as opposed to being self-funded by the Township and there is dispute by the insurance company as to payment of wages, the Township shall provide benefits as stipulated hereunder until the dispute is resolved. Thereafter, any proceeds received from the insurance company in payment of the past-owed benefits will be turned over to the Township.

20.3 **Long-Term Disability:** A Long-Term Disability Insurance Plan will be utilized for all Bargaining Unit Employees consistent with that established on November 26, 1985.

20.4 After exhausting all paid time off, an Employee must resort to the Leave of Absence provisions pursuant to Article 21 to maintain continuity of seniority.

20.5 Health and Life Insurance will be paid for an Employee and family on Long-Term Disability for a period not to exceed twenty-four (24) months.

ARTICLE 21 LEAVE OF ABSENCE

21.1 LEAVE OF ABSENCE – FMLA

- A. An Employee may take an unpaid leave of absence because of the employee's own serious health condition or the serious health condition of a family member. Said employee must use all accrued or unused paid vacation, personal or sick leave, unless otherwise stated in this agreement, prior to being eligible to take the remainder of the twelve (12) weeks as unpaid leave. The paid leave time generally will be taken in the following order: (1) sick leave, (2) vacation, (3) personal days.
- B. An employee taking a leave for the birth of a child must use paid sick leave / Short-Term Disability for the physical recovery following childbirth. The employee may then use any remaining sick leave, and must use accrued or unused paid vacation and personal leave prior to being eligible to take the remainder of the twelve (12) weeks as unpaid leave, unless otherwise stated in this agreement. Also, pregnancy disability or other leave taken under any applicable disability plan is considered to be paid sick leave for the purposes of FMLA substitution.
- C. An employee may take a leave for the adoption or foster care of a child, or because of a qualifying exigency arising out of the employee's spouse, son or daughter or parent who is a covered military member on active duty, or to care for a family member who is a covered service member with a serious injury or illness, or other reasons required under FMLA. Said employee must, unless otherwise stated in this agreement, first use all accrued and unused paid vacation and personal leave prior to being eligible to take the remainder of the twelve (12) weeks as unpaid leave.
- D. An employee may utilize no more than twelve (12) weeks of FMLA during any three hundred and sixty-five (365) consecutive calendar day time period.
- E. An employee shall be able to retain one week's benefit time of his/her choice. An employee's election to retain one week's benefit time shall be made seven calendar days following his or her request for FMLA leave. The remaining one week's benefit days, except for sick time, shall not be used prior to thirty (30) calendar days of return to work.
- F. An Employee who is on a leave of absence without pay will not receive pay for holidays falling within the leave of absence, nor will he/she accrue any vacation or sick leave or personal time.
- G. Health and Life Insurance will be maintained and premiums paid by the Township for an Employee on FMLA.

21.2 **PETITION FOR ADDITIONAL UNPAID LEAVE:** Employees who have exhausted all FMLA leave may petition the Township Board of Trustees for additional unpaid leave in situations where hardship circumstances exist.

21.3 **COURT SERVICE LEAVE:** Upon submission of a summons to appear for jury duty and the fees received for the same, the Employee will be paid the pay he/she would have normally received for working a normal workweek. The Employee shall report back to work as soon as his/her court duty is finished, even if only part of the day remains.

21.4 **UNION BUSINESS LEAVE OF ABSENCE:** Upon advanced written notice and with approval of the Department Head, leaves to attend Union conferences or training seminars will be granted without pay, but without loss of fringe benefits and seniority for up to three (3) days. It is understood that the Employer will not be required to grant a leave of absence under this provision of the Agreement if it causes an undue hardship upon the efficient operation of the Township.

ARTICLE 22 PAY IN LIEU OF FAILURE TO GIVE NOTICE

When an Employee is dismissed without two (2) weeks' notice for causes other than misconduct, the Township will grant dismissal pay. This payment is made in lieu of notice. The Department Head will decide whether the Employee is to work after notice is given or is to be granted dismissal pay. Department Heads should be guided by the reason for dismissal and by the effect on morale involved in having a dismissed Employee remain at work. If an Employee quits during the interval between notice of dismissal and the end of the two-week pay period, he/she will receive no pay for the remaining days. In effect, such action will constitute a resignation.

ARTICLE 23 UNIFORM ALLOWANCE

23.1 Employees required to wear uniforms shall receive initial issues, items as follows:

A. **WATER-DPW, MOTOR POOL-and PRM BUILDING AND GROUNDS**

Issue: 9 Shirts (long sleeved or short sleeved)

8 Pants or Shorts (maximum of one pair thermal or bib)

1 Spring Jacket (lightweight)

1 Pair Steel Toed Safety Boots

1 Winter Jacket

6 Pair Work Gloves

B. **ASSESSING-BUILDING-ORDINANCE ENFORCEMENT**

Issue: 1 Winter Jacket

1 Spring Jacket

1 Pair Safety Boots

3 Uniform Pants

6 Shirts (long sleeved or short sleeved)

23.2 **WATER-DPW, MOTOR POOL and PRM BUILDING AND GROUNDS:** Each Employee in the Water-DPW, Motor Pool, and PRM Building and Grounds Departments shall receive a clothing allowance of Five Hundred (\$500.00) Dollars to replenish his/her work clothing as needed. This allowance shall be credited to the employee's clothing allowance account. This account may be utilized for purchases with the Township approved vendors and approved items. A purchase order system shall be utilized for all purchases. This allowance shall be replenished on October 1st of each year.

23.3 **ASSESSING – BUILDING – ORDINANCE ENFORCEMENT:** Clothing allowance for employees in Assessing, Building and Ordinance Enforcement shall be Three Hundred Fifty (\$350.00) Dollars per year. This allowance shall be credited to the employee's clothing allowance account. This account may be utilized for purchases with the Township approved vendors and of approved items. This allowance shall be credited to the employee's clothing allowance account. A purchase order system shall be utilized for all purchases. This allowance shall be replenished on October 1st of each year.

23.4 **WATER-DPW, MOTOR POOL and PRM BUILDING AND GROUNDS:** New Employees hired in the Water-DPW, Motor Pool, and PRM Building and Grounds Departments will be granted Two Hundred Fifty Dollars (\$250.00) to spend during the duration of their probationary period for items listed in the initial order. Once a probationary employee completes his or her probationary period, the employee will be granted the remaining items in the initial order.

23.5 **ASSESSING – BUILDING – ORDINANCE ENFORCEMENT:** New Employees hired in Assessing, Building and Ordinance Enforcement will be granted One Hundred Seventy-Five Dollars (\$175.00) to spend during the duration of their probationary period for items listed in the initial order. Once a probationary employee completes his or her probationary period, the employee will be granted the remaining items in the initial order.

23.6 All safety equipment must be worn on the job to protect the Employee.

23.7 Rubber boots and rain suits will be maintained by the department and issued on a day-to-day basis as necessary.

23.8 The purchased clothing must conform to the color and type worn in the Employee's department and shall bear the appropriate Township insignia. Employees are required to use their uniform allowance for embroidery or screen-print on items requiring a Township insignia. A purchase order system shall be utilized for all purchases.

23.9 Any Employee wearing Township uniforms full-time who report for work without clean, presentable Township clothing may be suspended from work for one half (1/2) day without pay on the first offense. The Employee may be suspended without pay for one (1) day for any repeated offenses.

23.10 Employees who are receiving Long Term Disability benefits or Worker's Compensation allowance shall receive a prorated uniform allowance equal to one-twelfth (1/12) of the full allowance for each month or part of a month the Employee actively worked. Employees on Long-term disability will not be eligible to order uniforms or bank/carryover unused uniform allowance.

ARTICLE 24 VACATION

24.1 All Employees who regularly work thirty-seven and one half (37 ½) hours per week and Employees who regularly work forty (40) hours per week shall be entitled to vacation with pay. Vacation time shall be earned in days per pay period as per attached Appendix A. Once each year, Employees may cash in vacation days to a maximum of ten (10) days at the rate of one hundred (100%) percent. The days cashed must not exceed fifty (50%) percent of the employee's vacation balance.

24.2 An Employee may accumulate up to thirty (30) vacation days. No accumulation will exceed the thirty (30) vacation days. Once having accumulated the maximum number of days allowed, the employee will cease to accumulate additional time. Any exception to this must be agreed upon by the Department Head involved and the Human Resource Director.

24.3 Vacations may be taken in increments of not less than one-half (1/2) day with the approval of the Department Head.

24.4 Upon termination of employment, all unused vacation time accrued and not used as provided shall be paid to the Employee at their base hourly rate of pay at the time of termination. Such compensation shall be paid to the Employee not later than thirty (30) days after termination of his/her employment.

24.5 Vacation time earned may be used during any part of the year provided prior approval is granted from the Employee's Department Head.

24.6 Employees shall make written application to their Department Head on or before October 1 of the preceding year for the vacation period desired in the following year. The Department Head will respond to these requests no later than October 31st. Vacation requests made in writing after October 31st will be answered within five (5) workdays after they are received by the Department Head.

24.7 After approval, Department Heads shall schedule all vacation in accordance with such written requests, and it shall be their determination as to how many Employees can be on vacation at one time in order to ensure completion of all work.

24.8 Department Heads shall give priority in scheduling the vacations on the basis of Township seniority of the requesting Employee except where the Employee has not complied with Section 24.7 above, in which event the priority shall not be considered as to that Employee.

24.9 Vacation shall not be allowed in advance of being earned.

24.10 If an Employee has insufficient Vacation credits to cover a period of absence, no allowance for Vacation shall be posted in advance or in anticipation of future credits. In the absence of applicable credits, payroll deduction for the time lost shall be made for the work period in which the absence occurred.

ARTICLE 25 LEGAL HOLIDAYS

25.1 On the following named holidays, Employees shall be allowed to be absent from work with pay except as hereafter provided:

- | | |
|---------------------------|----------------------------|
| New Year's Day | Labor Day |
| President's Day | Veteran's Day |
| Good Friday | Thanksgiving Day |
| Memorial Day | Day After Thanksgiving Day |
| Independence Day | Christmas Eve Day |
| Christmas Day | |
| Presidential Election Day | |

Most Employees will not work during the period commencing December 24 of each year through January 1 of the following year. However, all Department Heads may require their Employees to work during this period. Those Employees required to work shall be paid at their normal overtime rate for all hours worked. Those Employees who do not work during the above period because of this provision shall be paid for the days they normally would have been scheduled for work as additional holidays to the extent that such payment is not provided for in the "Legal Holidays" provision of this Agreement.

On the following named holidays, Employees shall not receive holiday pay but will either elect to take a vacation day, compensatory time, personal time, or take the day off without pay, without adjustment or proration benefits: Good Friday

The Township may require Employees to work on a paid holiday if their employment is necessary to the maintenance of minimum essential public service.

25.2 The Shelby Township Library may be kept open for business on all holidays except Christmas Eve Day, Christmas Day, New Year's Day, Independence Day and Thanksgiving Day.

ARTICLE 26 PERSONAL DAYS

26.1 Each employee will be credited with one (1) personal day on January 1, and one (1) additional day on the 1st day of April, July and October.

26.2 Personal days must be requested by the Employee and approved by the Department Head at least three (3) days prior to the requested time off except in case of emergency.

26.3 Personal day accumulation shall at no time exceed seven (7) days. Employees with seven (7) days accumulated personal time will cease to accumulate additional time. Exceptions to this provision may be approved by obtaining the consent of both the employee's department head and the Human Resource Director.

26.4 No more than two (2) personal days may be taken in any one month except at the discretion of the Department Head.

26.5 Personal days may be used in one-half (1/2) hour increments.

ARTICLE 27 FUNERAL LEAVE

27.1 An Employee shall be allowed four (4) consecutive workdays without loss of regular pay upon the death of any member of family as follows: Wife, husband, son, daughter, stepchild, mother, father, mothers and fathers-in-law. The counting of the (4) consecutive work days will begin on the first workday that the employee is off due to the death of the family member.

27.2 An Employee shall be allowed four (4) consecutive calendar days without loss of regular pay upon the death of any member of family as follows: Sister, brother, sisters and brothers-in-law, grandchildren, step grandchildren, stepparents, grandparents as well as the grandparents of the Employee's spouse. The counting of the (4) consecutive calendar days will begin on the first workday that the employee is off due to the death of the family member.

27.3 Sick leave may be utilized by an Employee for attendance at the funeral of a close friend or relative with approval of his/her Supervisor.

27.4 Employees exercising their rights under this article may be asked to provide written verification of the death and relationship of the individual.

ARTICLE 28 MILITARY LEAVE

28.1 The reemployment rights of Employees who enlist or who are inducted into the Armed Services of the United States, shall be limited by applicable State and Federal Laws and Regulations.

28.2 For the duration of the leave, the Employee will receive a differential stipend equal to the difference between his/her gross military pay and his/her regular Township salary, if (a) his/her military pay is less than his/her Township pay; and (b) he/she presents sufficient proof to the Township demonstrating this fact.

ARTICLE 29 HOSPITAL – SURGICAL – MEDICAL – DRUG COVERAGE

29.1 Effective January 1, 2011, the medical insurance plans for members of this bargaining unit shall be the BCBS Simply Blue Medical Coverage Plan 3, with \$2,000/\$4,000 annual individual/family in-network deductible.

29.2 The prescription drug plan for members of this bargaining unit shall be a two-tier closed formulary co-pay plan established as follows: \$10 co-pay for generic scripts; \$40 co-pay for formulary brand scripts; with MOPD 2X and contraceptive coverage included. This benefit is not payable until after an employee has reached the applicable Simply Blue Plan 3 annual deductible.

29.3 Effective January 1, 2011 the Township will establish a Health Savings Account (HSA) for members of this bargaining unit who participate in BCBS Simply Blue Plan 3. The Township shall contribute \$1,000 to an employee's Health Savings Account for single plans beginning in the first plan year (funded on a single annual payment basis effective January 1, 2014 and each successive year while the employee is currently employed) and \$2,000 per year for family plans (funded on a single annual payment basis effective January 1, 2014 and each successive year while the employee is currently employed). Effective January 1, 2023, the Township's contribution to an employee's Health Savings Account shall increase to \$1,250 per year for single plans and \$2,500 per year for 2-person and family plans. Employees who enter the bargaining unit after the date of the annual contribution by the Township shall receive the applicable Township contribution pro-rated to the number of days remaining in that calendar year when coverage first takes effect.

The HSA shall be established within the meaning of the Medicare Prescription Drug Improvement and Modernization Act of 2003 and details of the Health Savings Account will be outlined in a Plan Document developed in accordance with the laws governing HSAs.

29.4 The Township, in its discretion, may establish a minimum health plan, which will cover minimum essential coverage under the Affordable Care Act. Employees will have the option of selecting this plan instead of the BCBS Simply Blue Medical Coverage Plan 3 set forth above. The Township will not contribute to an employee's HSA as set forth in Article 29.3 if they choose to be covered by the minimum value health plan.

29.5 **Conditional Opt-Out Program.** An Employee who is provided with medical coverage through a source other than the Township may choose to decline the medical, dental and vision insurance provided for the Employee and his/her family. In lieu of the Township-paid medical insurance, the annual sum of Two Thousand Seven Hundred (\$2,700) Dollars shall be paid by the Township into the Employee's Deferred Compensation Account through bi-weekly contributions. No employee may elect not to be covered by the Township-provided health care coverage unless:

- A. The Employee certifies that he/she and all members of the employee's tax family ("tax family" means the Employee and all other persons whom Employee claims a personal exemption on his or her federal income tax return) has minimum essential group health coverage and are not receiving and will not receive individual coverage from any sources. An Employee shall not be eligible for the conditional waiver program, if the Employee, or any member of Employee's tax family purchases individual coverage, whether or not purchased on the Marketplace/Exchange during the plan year. To be eligible for the conditional waiver program, the Employee and all members of the Employee's tax family must receive minimum essential group health plan coverage during the plan year.

- B. The Employee signs a waiver during the open enrollment period by December 1 each year indicating that he/she does not wish coverage until the Employer's next open enrollment period.
- C. The Employee will either (1) prove to Employer that he or she and his or her Tax Family are not receiving individual coverage from any source, or (2) sign an Attestation of Group Coverage, which the Employer will draft. In the Attestation of Group Coverage, the Employee will certify that the Employee and members of his or her Tax Family are receiving minimum essential group health plan coverage and are not receiving and will not receive individual coverage from any source.
- D. Following compliance with (1), (2), and (3) above, the Employer will make opt out payments once coverage terminates through bi-weekly contributions into the Employee's Deferred Compensation Account.
- E. Employees will be able to re-enroll in the Employer's medical plan during Open Enrollment or for a qualifying event within 30 days of the event. Re-enrollment shall occur as soon as allowable under the applicable insurance policy plan. Opt out payments to the Employee's deferred compensation account shall be prorated for any time in which the Employee was covered under the Employer's medical plan. Employees who re-enroll shall cease to receive opt out payments once coverage resumes.

29.7 Provided the insurance carrier agrees, an Employee who declines insurance coverage at the time he/she exercises the election may reinstate coverage in the event the Employee's alternative coverage is terminated, but in such case the employee shall cease to receive the compensation granted in Section 29.5.

29.8 The Township can exercise the right to replace insurance carriers, health care providers, and third-party administrators or prescription benefit managers as long as the benefit plan coverage remains equivalent to or better than the existing benefit plan coverage.

29.9 For employees hired on or before August 31, 2010, upon retirement in accordance with Article 34.2, a retiree, his/her spouse and dependents at time of retirement, and the surviving spouse of a retiree and their dependent children shall be covered by hospitalization, prescription drug, vision and dental plans equal to those provided for regular Employees in this bargaining unit. A retiree who is eligible for Medicare in the coming year shall receive a pro-rated HSA contribution from the Township based upon his or her pre-Medicare period of coverage. A retiree or employee shall apply for Medicare when he/she becomes eligible per Medicare guidelines and a retiree or employee who fails to apply for Medicare when he/she becomes eligible shall forfeit any further entitlement to health care coverage as the retiree of the Charter Township of Shelby. When a retiree becomes Medicare eligible the Township shall provide Blue Cross Blue Shield Supplemental 2+1 coverage or comparable Medicare supplement or Medicare Advantage plan. Retirees participating in the current BCBS medical coverage who are not eligible for Medicare will continue to receive the annual HSA contribution payments received by employees prior to Medicare eligibility. Employees hired on or after September 1, 2010 upon retirement will not receive medical, prescription drug, vision or dental coverage from the Township.

29.10 Employees hired after August 31, 2010, shall participate in a retiree medical savings account to which the Township shall contribute forty dollars (\$40.00) per month and the employee shall contribute twenty dollars (\$20.00) per month. Effective July 1, 2022, the Township's contribution to an employee's retiree medical savings account shall increase to eighty dollars (\$80.00) per month. Such employees shall not be eligible for the retiree healthcare set forth above. To be eligible, Employees must have completed their

probationary period. An employee must actually work in the month or have used vacation, sick, personal, or comp time to receive that month's contribution from the Township. The plan shall be administered by a plan administrator selected by the Township. The Township will establish the plan as soon as practical and shall be effective January 2019 for all eligible employees.

29.11 Should the cost of Health Insurance coverage to employees increase by five percent (5.00%) or more as a result of changes in BCBSM rates, the Township and the Michigan Fraternal Order of Police Labor Council will discuss the possibility of a reopener on the sole issue of health insurance (medical and prescription drugs) for each year of the contract's term and the procuring of a bid to reduce or maintain healthcare costs for the Township and the Employees.

29.12 The Township will continue its current PA 152 calculation methodology.

ARTICLE 30 DENTAL INSURANCE

30.1 The Township will provide at no cost to the Employee dental coverage equivalent to or better than the existing benefit plan coverage. In lieu of the Township-paid dental insurance, the annual sum of Two Hundred Fifty (\$250.00) Dollars shall be paid by the Township into the Employee's Deferred Compensation Account through bi-weekly contributions.

ARTICLE 31 VISION CARE PROGRAM

31.1 A Vision Care plan will be provided by the Township at no cost to the Employees. (See policy for details.) In lieu of the Township-paid vision insurance, the annual sum of fifty (\$50.00) Dollars shall be paid by the Township into the Employee's Deferred Compensation Account through bi-weekly contributions.

ARTICLE 32 LIFE INSURANCE

32.1 The Township will provide a life insurance policy equal to one and one half (1 ½) times an Employee's base salary rounded up to the nearest Five Thousand (\$5,000.00) Dollars and not to exceed One Hundred Fifty Thousand Dollars, to be fully paid by the Township.

32.2 The Township will provide a Five Thousand (\$5,000.00) Dollar term life insurance policy for persons retiring on or after July 1, 1983. Effective January 1, 2002, the amount of the insurance policy provided above shall be increased to Seven Thousand Five Hundred (\$7,500.00) Dollars. The retiree may purchase additional life insurance at his/her cost provided that said option is allowed by the insurance carrier.

ARTICLE 33 WORKERS' COMPENSATION INSURANCE

33.1 The provisions of the Worker's Compensation Laws of the State of Michigan shall apply in claims of accidents or injuries to any and all Employees in the performance of their assigned duties.

33.2 An employee eligible for and receiving weekly Workers' Compensation income shall also receive supplemental income from the Employer in an amount necessary to assure the employee his base pay for his regularly scheduled work-week income. These payments shall not exceed six (6) months. An employee eligible for and receiving weekly Workers' Compensation income shall also receive supplemental income from the Employer in the amount necessary to assure the employee his base pay for his regularly scheduled work-week income. This shall start immediately from the date of an employee suffering the injury. These payments shall not exceed six (6) months.

ARTICLE 34 RETIREMENT PLAN

34.1 All status Employees shall participate in the Township Defined Contribution Pension Plan. Contributions shall be made to the plan as follows:

- A. Employees shall contribute five (5%) percent of their base wage via payroll deduction to the Pension Plan.
- B. The Township shall contribute an amount equal to ten (10%) percent of the employee's base wage to the Pension Plan. Employees who have not already vested in these contributions at the time this Agreement is ratified by the Township Board of Trustees shall have vested rights to these contributions once they have completed a minimum of sixty (60) months of continuous service.

34.2 For employees hired after August 31, 2010, full-time Employees having a minimum of fifteen (15) years of continuous full-time service with the Township and having attained an age of fifty-five (55) or above, which, when combined with the number of years of service, is equal to or greater than seventy-five (75), may elect to retire.

For employees hired after February 5, 2007 and on or before August 31, 2010, full-time Employees having a minimum of fifteen (15) years of continuous full-time service with the Township and having attained an age of fifty-five (55) or above, which, when combined with the number of years of service, is equal to or greater than seventy-five (75), may elect to retire with medical benefits as provided under Article 29.8 of the Agreement herein.

For Employees hired prior to February 5, 2007, full-time Employees having a minimum of ten (10) years of continuous full-time service with the Township and having attained an age of fifty-five (55) or above, which, when combined with the number of years of service, is equal to or greater than seventy-five (75), may elect to retire with medical benefits as provided under Article 29.8 of the Agreement herein.

34.4 Employees that retire shall be paid one hundred (100%) of all accumulated sick leave, personal days and accumulated vacation time.

ARTICLE 35 TUITION REIMBURSEMENT

35.1 A program of tuition reimbursement is hereby initiated under the following conditions:

- A. Employees must have full Civil Service status.
- B. Employees must be on active-work status at the time of the application.
- C. Requests for tuition reimbursement and related fees must be approved by the Human Resource Director prior to the Employee taking the training for which the reimbursement is requested. The reimbursement for books will be capped at one-hundred dollars (\$100.00) per course minus the resale value of the text at the conclusion of the class. Total reimbursement under this Article will be capped at Four Thousand dollars (\$4,000.00) annually.
- D. Any course shall be approved which is related to the maintenance and improvement of an Employee's skill in performing his/her job, which the Employee is expected to be performing in the future, or which is necessary to complete degree requirements.
- E. Upon completion of the course, the reimbursement will be as follows:

<u>GRADE</u>	<u>REIMBURSEMENT</u>
A	One hundred (100%) percent
B	Ninety (90%) percent
C	Eighty (80%) percent

- F. In order to qualify for reimbursement, an Employee must successfully complete the course in accordance with the school's regular standard.
- G. It is essential that there be no conflict between the Employee's normal working hours and the time required for study, travel and attendance of approved courses.
- H. An Employee may take up to sixteen (16) credits per year, but may be restricted to one course per term.
- I. An Employee who terminates employment with the Township less than two years after receiving tuition reimbursement shall refund said reimbursement to the Township.

ARTICLE 36 MISCELLANEOUS

36.1 **Working Agreement Distribution:** Copies of this Agreement shall be furnished by the Township to the Union, within thirty (30) days of obtaining all Union and Township signatures, for distribution to its members.

36.2 **Maintenance of Conditions:** Wages, hours and conditions of employment in effect at the execution of this Agreement shall be maintained during the term of this Agreement.

36.3 **Situations Not Covered by Agreement:** It shall be the intent of the Union and the Township to keep this working Agreement in accord with the best interests of the Employee and the Township. Should this Agreement not cover a situation, negotiations may occur according to the provisions of this Agreement.

36.4 **Error in Wages:** Deductions from an Employee's wages to recover overpayment made in error will not be made unless the Employee is notified in writing.

36.5 **Equalization of Overtime:** Work normally performed by Bargaining Unit Employees during regularly scheduled working hours that is performed during overtime will be allotted to Bargaining Unit Employees as follows:

- A. It is agreed that all overtime work will be equalized among Bargaining Unit Employees by classification in the department;
- B. It is also agreed that all overtime necessary to perform Bargaining Unit work will be offered to Bargaining Unit Employees, provided they are able to perform the work. If there are no Bargaining Unit Employees available to perform the overtime assignment, the Supervisor may perform the assignment or work;
- C. Employees who have been given an opportunity and do not work will be charged with such overtime;
- D. Each department will maintain an overtime list and schedule.
- E. Work Continuation Overtime, meaning continuation of a job while onsite, shall not be assigned through the overtime equalization procedure. However, hours worked as work continuation shall be added to the departmental overtime list of hours worked by Employees within the Bargaining Unit.

36.6 **Flex Time:** Employees may work hours different than the regularly scheduled hours. There must be a mutual agreement between the Employees and the Supervisor or Department Head and approved by the Human Resource Department. It is further agreed that all provisions in this Agreement relating to shift differential and overtime will not apply if qualifications under these provisions are solely a result of the flexible work schedule mutually agreed upon.

36.7 Flextime shall be set up in a minimum of three (3) month periods unless mutually agreed by the Employees and the Department Head.

36.8 The Employer shall have the right to implement a Performance Evaluation Process and establish and fund a Performance Bonus Pool.

36.9 Employees who are required by the Township to maintain a Commercial Driver's License (CDL) shall be reimbursed for the required license fee and shall receive a re-certification bonus of five hundred (\$500) dollars each time the license is renewed.

36.10 **On Call Procedure:**

- A. The Department of Public Works will have two (2) individuals assigned to be available for emergency call back. These individuals will be provided pagers to be carried while off duty. One individual will be designated as primary and one as secondary.
- B. Only employees in the classifications of Maintenance Person I or higher, and who live within thirty (30) miles of the DPW Garage, shall be eligible for this assignment. The selection of the employees will be done on a volunteer basis. Separate lists will be kept which rotates the eligibility of employees for both assignments.
- C. When emergency overtime is deemed necessary by the DPW Supervisor on call, the primary on call will be contacted first, the secondary second. Should additional employees be needed, they will be contacted in compliance with Article 37.5. All overtime worked will be charged to the appropriate individual in compliance with Article 37.5 Section D.
- D. The pager assignment shall be made each week commencing at the beginning of business on Monday. Employees shall be compensated for agreeing to be on call by receiving four (4) hours pay or compensatory time for each week on call. Employees who agree to be on call, and who do not respond when paged on four (4) or more occasions in any six (6) month period, shall be deemed ineligible for the on call assignment for a period of six (6) months.

ARTICLE 37 DRUG AND ALCOHOL TESTING

37.1 Upon reasonable suspicion, the Township may require an employee to submit to a drug or alcohol test. Reasonable suspicion is the quantity of proof or evidence that is more than a hunch, but less than probable cause. It must be based on specific, objective facts and any derived inferences from those facts about the conduct of an individual that would lead a reasonable person to suspect that the individual is or has been using drugs, including medical and recreational marijuana, while on or off duty or is under the influence of alcohol if on duty (defined as a Blood Alcohol Content (BAC) of 0.02 or more). Discipline shall be subject to the just cause provision of Article 7. Within three workdays of the test, the Township shall provide written notice to the Union as to the facts constituting reasonable suspicion. Nothing herein shall limit the Union's ability to contest the Township's basis of facts constituting reasonable suspicion through the grievance procedure.

ARTICLE 38 LIMITATION

Except as provided herein by letter or agreement between the parties, the parties understand and agree that in making this Agreement they have resolved for its term all bargaining issues which were or which could have been made the subject of the discussion. The arbitral forum here established is intended to resolve disputes between the parties only over the interpretation of application of the matters which are specifically covered in this Agreement and any supplemental agreement and which are not excluded from arbitration.

ARTICLE 39 SEPARABILITY

This Agreement is subject to the laws of the State of Michigan with respect to power, rights, duties and obligations of the Township and the Employees in the Bargaining Unit, and in the event that any provision of this Agreement shall at any time be held contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, therefore, such provisions shall be void and inoperative; however, all other provisions of this Agreement shall, insofar as possible, continue in full force and effect.

ARTICLE 40 BUILDING CLOSURES

The parties agree that whenever the Municipal Offices are closed by the Supervisor or designee for any reason during normally scheduled working hours, Employees will be paid full pay and benefits for any time off. Employees who have leave approved prior to the issuance of a building closure shall be required to use the pre-approved leave for payroll purposes. All Employees deemed essential by the Township and that are required to remain on duty after a building closure has been ordered will be paid their normal wages for that day and an additional one and one half (1 ½) times their base wage for all hours worked from the time that the building closure begins until the time that they cease working for the day.

ARTICLE 41 INCLUSIONS

41.1 The Civil Service Commission Rules applicable to the Bargaining Unit Employees relating to terms and conditions of employment, other than wages, hours of employment, benefits and other issues addressed in this agreement, and in effect on January 1, 1996, as amended, are made a part of this Contract by reference. Those rules applicable to the Bargaining Unit shall not be changed except by mutual agreement of the Union and the Shelby Township Board of Trustees.

41.2 The statements as herein set forth shall not be interpreted to mean that it conditions or abrogates the rights reserved to management under the terms of the Agreement.

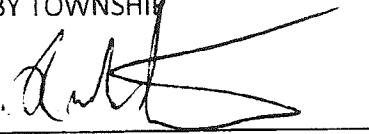
ARTICLE 42 DURATION AND AUTOMATIC RENEWAL

This Agreement shall be effective as of the first day of July, 2022, and its terms and conditions shall remain in full force and effect until June 30, 2026, and from year to year thereafter unless either party hereto shall notify the other in writing at least sixty (60) days prior to the automatic renewal date of their intention to amend, modify or terminate this Agreement. In the event that negotiations extend beyond this sixty (60) day period referred to above, the terms and provisions of this Agreement shall remain and continue in full force and effect pending completion of negotiations on this Agreement.

IN WITNESS WHEREOF; the undersigned have executed this Collective Bargaining Agreement as of the 28th day of June, 2022.

WITNESS:

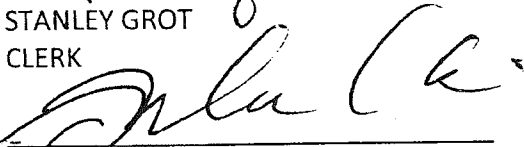
SHELBY TOWNSHIP



RICHARD STATHAKIS
SUPERVISOR



STANLEY GROT
CLERK

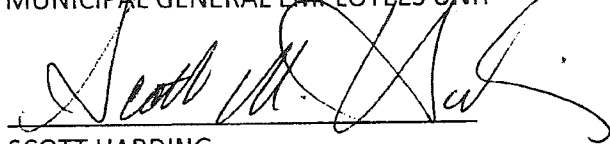


JAMES CARABELLI
TREASURER

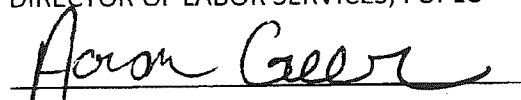


LISA SUIDA
HUMAN RESOURCES DIRECTOR

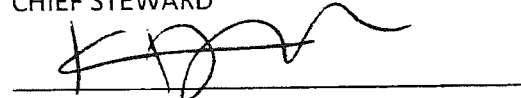
MICHIGAN FRATERNAL ORDER OF POLICE
REPRESENTING THE SHELBY TOWNSHIP
MUNICIPAL GENERAL EMPLOYEES UNIT



SCOTT HARDING
DIRECTOR OF LABOR SERVICES, FOPLC



AARON GEER
CHIEF STEWARD



KAITLIN DOLLISON
STEWARD



BRADLEY SCHOENHERR
STEWARD

Appendix A

PAID ANNUAL LEAVE ACCUMULATION

<u>Years of Service</u>	<u>Paid Annual Leave Days</u>	<u>Accumulation of Hours per Pay Period</u>	
		37.5 Hours	40 Hours
0-1	10	2.89	3.08
1-2	10	2.89	3.08
2-3	10	2.89	3.08
3-4	10	2.89	3.08
4-5	15	4.33	4.62
5-6	16	4.62	4.93
6-7	17	4.91	5.24
7-8	18	5.20	5.54
8-9	19	5.49	5.85
9-10	20	5.77	6.16
10-11	20	5.77	6.16
11-12	20	5.77	6.16
12-13	20	5.77	6.16
13-14	20	5.77	6.16
14-15	20	5.77	6.16
15-16	21	6.06	6.47
16-17	22	6.35	6.77
17-18	23	6.64	7.08
18-19	24	6.93	7.39
19-20	25	7.22	7.70
Over 20		7.22	7.70

Appendix B

Conversion from 10 to 7 Increment Steps

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
6/30/22 - Change from 10 to 7 Steps

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Account Processor I	\$ 39,129 20.0662	\$ 40,235 20.6333	\$ 41,341 21.2005	\$ 42,447 21.7677	\$ 43,553 22.3349	\$ 44,659 22.9021	\$ 45,763 23.4682
Account Processor II	\$ 45,763 23.4682	\$ 46,879 24.0405	\$ 47,995 24.6128	\$ 49,111 25.1851	\$ 50,227 25.7574	\$ 51,343 26.3297	\$ 52,454 26.8995
Account Processor III	\$ 52,454 26.8995	\$ 53,569 27.4713	\$ 54,684 28.0431	\$ 55,799 28.6149	\$ 56,914 29.1867	\$ 58,029 29.7585	\$ 59,142 30.3292
Account Processor IV	\$ 52,454 26.8995	\$ 53,569 27.4713	\$ 54,684 28.0431	\$ 55,799 28.6149	\$ 56,914 29.1867	\$ 58,029 29.7585	\$ 59,142 30.3292
Accountant I	\$ 59,209 30.3636	\$ 60,689 31.1226	\$ 62,169 31.8815	\$ 63,649 32.6405	\$ 65,129 33.3995	\$ 66,609 34.1585	\$ 68,084 34.9149
Administrative Program Assistant	\$ 43,549 22.3328	\$ 44,634 22.8892	\$ 45,719 23.4456	\$ 46,804 24.0021	\$ 47,889 24.5585	\$ 48,974 25.1149	\$ 50,055 25.6692
Administrative Secretary	\$ 49,553 25.4118	\$ 50,793 26.0477	\$ 52,033 26.6836	\$ 53,273 27.3195	\$ 54,513 27.9554	\$ 55,753 28.5913	\$ 56,991 29.2262
Administrative Clerk	\$ 47,181 24.1954	\$ 48,359 24.7995	\$ 49,537 25.4036	\$ 50,715 26.0077	\$ 51,893 26.6118	\$ 53,071 27.2159	\$ 54,246 27.8185
Appraiser I	\$ 56,985 29.2231	\$ 58,413 29.9554	\$ 59,841 30.6877	\$ 61,269 31.4200	\$ 62,697 32.1523	\$ 64,125 32.8846	\$ 65,552 33.6164
Appraiser II	\$ 60,114 30.8277	\$ 61,618 31.5990	\$ 63,122 32.3703	\$ 64,626 33.1415	\$ 66,130 33.9128	\$ 67,634 34.6841	\$ 69,135 35.4538
Appraiser III	\$ 69,546 35.6646	\$ 71,285 36.5564	\$ 73,024 37.4482	\$ 74,763 38.3400	\$ 76,502 39.2318	\$ 78,241 40.1236	\$ 79,978 41.0144
Appraiser Technician	\$ 42,000 21.5385	\$ 43,050 22.0769	\$ 44,100 22.6154	\$ 45,150 23.1538	\$ 46,200 23.6923	\$ 47,250 24.2308	\$ 48,300 24.7692

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
6/30/22 - Change from 10 to 7 Steps

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Assistant to HR Director	\$ 58,079 29.7841	\$ 59,490 30.5077	\$ 60,901 31.2313	\$ 62,312 31.9549	\$ 63,723 32.6785	\$ 65,134 33.4021	\$ 66,544 34.1251
Assistant to DPW Director	\$ 58,079 29.7841	\$ 59,490 30.5077	\$ 60,901 31.2313	\$ 62,312 31.9549	\$ 63,723 32.6785	\$ 65,134 33.4021	\$ 66,544 34.1251
Associate Planner	\$ 49,960 25.6205	\$ 51,205 26.2590	\$ 52,450 26.8974	\$ 53,695 27.5359	\$ 54,940 28.1744	\$ 56,185 28.8128	\$ 57,425 29.4487
Building Department Software Administrator	\$ 49,553 25.4118	\$ 50,793 26.0477	\$ 52,033 26.6836	\$ 53,273 27.3195	\$ 54,513 27.9554	\$ 55,753 28.5913	\$ 56,991 29.2262
CATV Producer/Post Pr	\$ 45,846 23.5108	\$ 46,992 24.0985	\$ 48,138 24.6862	\$ 49,284 25.2738	\$ 50,430 25.8615	\$ 51,576 26.4492	\$ 52,720 27.0359
Circulation Clerk	\$ 37,462 19.2113	\$ 38,399 19.6918	\$ 39,336 20.1723	\$ 40,273 20.6528	\$ 41,210 21.1333	\$ 42,147 21.6138	\$ 43,083 22.0938
Content Specialist	\$ 45,846 23.5108	\$ 46,992 24.0985	\$ 48,138 24.6862	\$ 49,284 25.2738	\$ 50,430 25.8615	\$ 51,576 26.4492	\$ 52,720 27.0359
Election Coordinator	\$ 48,507 24.8754	\$ 49,718 25.4964	\$ 50,929 26.1174	\$ 52,140 26.7385	\$ 53,351 27.3595	\$ 54,562 27.9805	\$ 55,769 28.5995
Human Resources Coordinator	\$ 42,276 21.6800	\$ 43,329 22.2200	\$ 44,382 22.7600	\$ 45,435 23.3000	\$ 46,488 23.8400	\$ 47,541 24.3800	\$ 48,592 24.9190
Inspector (Building/Electrical/ Mechanical/Plumbing)	\$ 68,991 35.3800	\$ 70,684 36.2482	\$ 72,377 37.1164	\$ 74,070 37.9846	\$ 75,763 38.8528	\$ 77,456 39.7210	\$ 79,144 40.5867
Inspector II (Building/Electrical/ Mechanical/Plumbing)	\$ 70,164 35.9815	\$ 71,925 36.8846	\$ 73,686 37.7877	\$ 75,447 38.6908	\$ 77,208 39.5938	\$ 78,969 40.4969	\$ 80,728 41.3990
Inspector w/ Multiple Registrations	\$ 70,164 35.9815	\$ 71,925 36.8846	\$ 73,686 37.7877	\$ 75,447 38.6908	\$ 77,208 39.5938	\$ 78,969 40.4969	\$ 80,728 41.3990

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
6/30/22 - Change from 10 to 7 Steps

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Librarian	\$ 55,626 28.5262	\$ 57,016 29.2390	\$ 58,406 29.9518	\$ 59,796 30.6646	\$ 61,186 31.3774	\$ 62,576 32.0903	\$ 63,965 32.8026
Library Tech Asst I	\$ 42,219 21.6508	\$ 43,277 22.1933	\$ 44,335 22.7359	\$ 45,393 23.2785	\$ 46,451 23.8210	\$ 47,509 24.3636	\$ 48,562 24.9036
Library Tech Asst II	\$ 49,960 25.6205	\$ 51,205 26.2590	\$ 52,450 26.8974	\$ 53,695 27.5359	\$ 54,940 28.1744	\$ 56,185 28.8128	\$ 57,425 29.4487
Office Clerk	\$ 38,000 19.4872	\$ 38,950 19.9744	\$ 39,900 20.4615	\$ 40,850 20.9487	\$ 41,800 21.4359	\$ 42,750 21.9231	\$ 43,700 22.4103
Ordinance Enforcement Officer	\$ 54,000 27.6923	\$ 55,350 28.3846	\$ 56,700 29.0769	\$ 58,050 29.7692	\$ 59,400 30.4615	\$ 60,750 31.1538	\$ 62,100 31.8462
Police Property Clerk	\$ 42,327 21.7062	\$ 43,385 22.2487	\$ 44,443 22.7913	\$ 45,501 23.3338	\$ 46,559 23.8764	\$ 47,617 24.4190	\$ 48,671 24.9595
Police Records Clerk	\$ 40,000 20.5128	\$ 41,000 21.0256	\$ 42,000 21.5385	\$ 43,000 22.0513	\$ 44,000 22.5641	\$ 45,000 23.0769	\$ 46,000 23.5897
Records Coordinator	\$ 44,264 22.6995	\$ 45,374 23.2687	\$ 46,484 23.8379	\$ 47,594 24.4072	\$ 48,704 24.9764	\$ 49,814 25.5456	\$ 50,919 26.1123
Secretary I	\$ 39,900 20.4615	\$ 40,898 20.9733	\$ 41,896 21.4851	\$ 42,894 21.9969	\$ 43,892 22.5087	\$ 44,890 23.0205	\$ 45,885 23.5308
Secretary II	\$ 41,895 21.4846	\$ 42,943 22.0221	\$ 43,991 22.5595	\$ 45,039 23.0969	\$ 46,087 23.6344	\$ 47,135 24.1718	\$ 48,179 24.7072
Secretary III	\$ 43,990 22.5590	\$ 45,090 23.1231	\$ 46,190 23.6872	\$ 47,290 24.2513	\$ 48,390 24.8154	\$ 49,490 25.3795	\$ 50,587 25.9421
Senior Planner/GIS Mapping Specialist	\$ 66,500 34.1026	\$ 68,231 34.9903	\$ 69,962 35.8779	\$ 71,693 36.7656	\$ 73,424 37.6533	\$ 75,155 38.5410	\$ 76,882 39.4267

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
6/30/22 - Change from 10 to 7 Steps

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Administrative Program Assistant 80-hour position	\$ 46,452 22.3327	\$ 47,609 22.8889	\$ 48,766 23.4452	\$ 49,923 24.0014	\$ 51,080 24.5577	\$ 52,237 25.1139	\$ 53,392 25.6692
Assistant Nature Interpreter 80-hour position	\$ 39,589 19.0332	\$ 40,575 19.5072	\$ 41,561 19.9813	\$ 42,547 20.4553	\$ 43,533 20.9293	\$ 44,519 21.4034	\$ 45,504 21.8769
DPW Maintenance Person I 80-hour position	\$ 53,006 25.4837	\$ 54,332 26.1212	\$ 55,658 26.7587	\$ 56,984 27.3962	\$ 58,310 28.0337	\$ 59,636 28.6712	\$ 60,957 29.3063
DPW Maintenance Person II 80-hour position	\$ 55,689 26.7736	\$ 57,082 27.4433	\$ 58,475 28.1130	\$ 59,868 28.7827	\$ 61,261 29.4524	\$ 62,654 30.1221	\$ 64,042 30.7894
DPW Maintenance Trainee 80-hour position	\$ 51,713 24.8620	\$ 53,006 25.4837	\$ 54,299 26.1053	\$ 55,592 26.7269	\$ 56,885 27.3486	\$ 58,178 27.9702	\$ 59,470 28.5913
Fleet Service Coordinator 80-hour position	\$ 47,295 22.7380	\$ 48,482 23.3087	\$ 49,669 23.8793	\$ 50,856 24.4500	\$ 52,043 25.0207	\$ 53,230 25.5913	\$ 54,413 26.1601
Meter Reader (CDL) 80-hour position	\$ 41,650 20.0240	\$ 42,694 20.5260	\$ 43,738 21.0279	\$ 44,782 21.5298	\$ 45,826 22.0317	\$ 46,870 22.5337	\$ 47,910 23.0337
Meter Reader (Non-CDL) 80-hour position	\$ 39,568 19.0231						
Nature Interpreter 80-hour position	\$ 47,997 23.0755	\$ 49,198 23.6529	\$ 50,399 24.2303	\$ 51,600 24.8077	\$ 52,801 25.3851	\$ 54,002 25.9625	\$ 55,203 26.5399
PRM Maintenance Person I 80-hour position	\$ 48,460 23.2981	\$ 49,668 23.8788	\$ 50,876 24.4596	\$ 52,084 25.0404	\$ 53,292 25.6212	\$ 54,500 26.2019	\$ 55,708 26.7827
PRM Maintenance Person II 80-hour position	\$ 49,118 23.6144	\$ 50,345 24.2043	\$ 51,572 24.7942	\$ 52,799 25.3841	\$ 54,026 25.9740	\$ 55,253 26.5639	\$ 56,478 27.1529
PRM Maintenance Trainee 80-hour position	\$ 45,473 21.8620	\$ 46,608 22.4077	\$ 47,743 22.9534	\$ 48,878 23.4990	\$ 50,013 24.0447	\$ 51,148 24.5904	\$ 52,282 25.1356

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
6/30/22 - Change from 10 to 7 Steps

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Senior Bus Driver 80-hour position	\$ 37,828 18.1865	\$ 38,776 18.6423	\$ 39,724 19.0981	\$ 40,672 19.5538	\$ 41,620 20.0096	\$ 42,568 20.4654	\$ 43,516 20.9212
Utility Worker (CDL) 80-hour position	\$ 31,720 15.2500	\$ 32,511 15.6303	\$ 33,302 16.0106	\$ 34,093 16.3909	\$ 34,884 16.7712	\$ 35,675 17.1514	\$ 36,465 17.5313
Utility Worker (Non-CDL) 80-hour position	\$ 30,133 14.4870						

Appendix C

General Employees Unit Wage Schedule

07/01/2022 through 06/30/2023

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/22 - 6/30/23 - 2.5% Increase

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Account Processor I	\$ 40,107 20.5677	\$ 41,241 21.1492	\$ 42,375 21.7308	\$ 43,508 22.3118	\$ 44,642 22.8933	\$ 45,775 23.4744	\$ 46,907 24.0549
Account Processor II	\$ 46,907 24.0549	\$ 48,051 24.6415	\$ 49,195 25.2282	\$ 50,339 25.8149	\$ 51,483 26.4015	\$ 52,627 26.9882	\$ 53,765 27.5718
Account Processor III	\$ 53,765 27.5718	\$ 54,908 28.1579	\$ 56,051 28.7441	\$ 57,194 29.3303	\$ 58,337 29.9164	\$ 59,480 30.5026	\$ 60,621 31.0877
Account Processor IV	\$ 53,765 27.5718	\$ 54,908 28.1579	\$ 56,051 28.7441	\$ 57,194 29.3303	\$ 58,337 29.9164	\$ 59,480 30.5026	\$ 60,621 31.0877
Accountant I	\$ 60,689 31.1226	\$ 62,206 31.9005	\$ 63,723 32.6785	\$ 65,240 33.4564	\$ 66,757 34.2344	\$ 68,274 35.0123	\$ 69,786 35.7877
Administrative Program Assistant	\$ 44,638 22.8913	\$ 45,750 23.4615	\$ 46,862 24.0318	\$ 47,974 24.6021	\$ 49,086 25.1723	\$ 50,198 25.7426	\$ 51,306 26.3108
Administrative Secretary	\$ 50,792 26.0472	\$ 52,063 26.6990	\$ 53,334 27.3508	\$ 54,605 28.0026	\$ 55,876 28.6544	\$ 57,147 29.3062	\$ 58,416 29.9569
Administrative Clerk	\$ 48,361 24.8005	\$ 49,568 25.4195	\$ 50,775 26.0385	\$ 51,983 26.6579	\$ 53,190 27.2769	\$ 54,398 27.8964	\$ 55,602 28.5138
Appraiser I	\$ 58,410 29.9538	\$ 59,873 30.7041	\$ 61,337 31.4549	\$ 62,801 32.2056	\$ 64,264 32.9559	\$ 65,728 33.7067	\$ 67,191 34.4569
Appraiser II	\$ 61,617 31.5985	\$ 63,158 32.3887	\$ 64,700 33.1795	\$ 66,242 33.9703	\$ 67,783 34.7605	\$ 69,325 35.5513	\$ 70,863 36.3400
Appraiser III	\$ 71,285 36.5564	\$ 73,067 37.4703	\$ 74,850 38.3846	\$ 76,632 39.2985	\$ 78,415 40.2128	\$ 80,197 41.1267	\$ 81,977 42.0395
Appraiser Technician	\$ 43,050 22.0769	\$ 44,126 22.6287	\$ 45,203 23.1810	\$ 46,279 23.7328	\$ 47,355 24.2846	\$ 48,431 24.8364	\$ 49,508 25.3887

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/22 - 6/30/23 - 2.5% Increase

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Assistant to HR Director	\$ 59,531 30.5287	\$ 60,977 31.2703	\$ 62,424 32.0123	\$ 63,870 32.7538	\$ 65,316 33.4954	\$ 66,762 34.2369	\$ 68,208 34.9785
Assistant to DPW Director	\$ 59,531 30.5287	\$ 60,977 31.2703	\$ 62,424 32.0123	\$ 63,870 32.7538	\$ 65,316 33.4954	\$ 66,762 34.2369	\$ 68,208 34.9785
Associate Planner	\$ 51,209 26.2610	\$ 52,485 26.9154	\$ 53,761 27.5697	\$ 55,037 28.2241	\$ 56,314 28.8790	\$ 57,590 29.5333	\$ 58,861 30.1851
Building Department Software Administrator	\$ 50,792 26.0472	\$ 52,063 26.6990	\$ 53,334 27.3508	\$ 54,605 28.0026	\$ 55,876 28.6544	\$ 57,147 29.3062	\$ 58,416 29.9569
CATV Producer/Post Pr	\$ 46,992 24.0985	\$ 48,167 24.7010	\$ 49,341 25.3031	\$ 50,516 25.9056	\$ 51,691 26.5082	\$ 52,865 27.1103	\$ 54,038 27.7118
Circulation Clerk	\$ 38,399 19.6918	\$ 39,359 20.1841	\$ 40,319 20.6764	\$ 41,280 21.1692	\$ 42,240 21.6615	\$ 43,201 22.1544	\$ 44,160 22.6462
Content Specialist	\$ 46,992 24.0985	\$ 48,167 24.7010	\$ 49,341 25.3031	\$ 50,516 25.9056	\$ 51,691 26.5082	\$ 52,865 27.1103	\$ 54,038 27.7118
Election Coordinator	\$ 49,720 25.4974	\$ 50,961 26.1338	\$ 52,202 26.7703	\$ 53,444 27.4072	\$ 54,685 28.0436	\$ 55,926 28.6800	\$ 57,163 29.3144
Human Resources Coordinator	\$ 43,333 22.2221	\$ 44,412 22.7754	\$ 45,492 23.3292	\$ 46,571 23.8826	\$ 47,650 24.4359	\$ 48,730 24.9897	\$ 49,807 25.5421
Inspector (Building/Electrical/ Mechanical/Plumbing)	\$ 70,716 36.2646	\$ 72,451 37.1544	\$ 74,186 38.0441	\$ 75,922 38.9344	\$ 77,657 39.8241	\$ 79,392 40.7138	\$ 81,123 41.6015
Inspector II (Building/Electrical/ Mechanical/Plumbing)	\$ 71,918 36.8810	\$ 73,723 37.8067	\$ 75,528 38.7323	\$ 77,333 39.6579	\$ 79,138 40.5836	\$ 80,943 41.5092	\$ 82,746 42.4338
Inspector w/ Multiple Registrations	\$ 71,918 36.8810	\$ 73,723 37.8067	\$ 75,528 38.7323	\$ 77,333 39.6579	\$ 79,138 40.5836	\$ 80,943 41.5092	\$ 82,746 42.4338

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/22 - 6/30/23 - 2.5% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Librarian	\$ 57,017 29.2395	\$ 58,441 29.9697	\$ 59,866 30.7005	\$ 61,291 31.4313	\$ 62,716 32.1621	\$ 64,140 32.8923	\$ 65,564 33.6226
Library Tech Asst I	\$ 43,274 22.1918	\$ 44,359 22.7482	\$ 45,443 23.3041	\$ 46,528 23.8605	\$ 47,612 24.4164	\$ 48,697 24.9728	\$ 49,776 25.5262
Library Tech Asst II	\$ 51,209 26.2610	\$ 52,485 26.9154	\$ 53,761 27.5697	\$ 55,037 28.2241	\$ 56,314 28.8790	\$ 57,590 29.5333	\$ 58,861 30.1851
Office Clerk	\$ 38,950 19.9744	\$ 39,924 20.4738	\$ 40,898 20.9733	\$ 41,871 21.4723	\$ 42,845 21.9718	\$ 43,819 22.4713	\$ 44,793 22.9708
Ordinance Enforcement Officer	\$ 55,350 28.3846	\$ 56,734 29.0944	\$ 58,118 29.8041	\$ 59,501 30.5133	\$ 60,885 31.2231	\$ 62,269 31.9328	\$ 63,653 32.6426
Police Property Clerk	\$ 43,385 22.2487	\$ 44,470 22.8051	\$ 45,554 23.3610	\$ 46,639 23.9174	\$ 47,723 24.4733	\$ 48,807 25.0292	\$ 49,888 25.5836
Police Records Clerk	\$ 41,000 21.0256	\$ 42,025 21.5513	\$ 43,050 22.0769	\$ 44,075 22.6026	\$ 45,100 23.1282	\$ 46,125 23.6538	\$ 47,150 24.1795
Records Coordinator	\$ 45,371 23.2672	\$ 46,508 23.8503	\$ 47,646 24.4338	\$ 48,784 25.0174	\$ 49,922 25.6010	\$ 51,059 26.1841	\$ 52,192 26.7651
Secretary I	\$ 40,898 20.9733	\$ 41,920 21.4974	\$ 42,943 22.0221	\$ 43,966 22.5467	\$ 44,989 23.0713	\$ 46,012 23.5959	\$ 47,032 24.1190
Secretary II	\$ 42,942 22.0215	\$ 44,017 22.5728	\$ 45,091 23.1236	\$ 46,165 23.6744	\$ 47,239 24.2251	\$ 48,313 24.7759	\$ 49,383 25.3246
Secretary III	\$ 45,090 23.1231	\$ 46,217 23.7010	\$ 47,345 24.2795	\$ 48,472 24.8574	\$ 49,600 25.4359	\$ 50,727 26.0138	\$ 51,852 26.5908
Senior Planner/GIS Mapping Specialist	\$ 68,163 34.9554	\$ 69,937 35.8651	\$ 71,711 36.7749	\$ 73,485 37.6846	\$ 75,260 38.5949	\$ 77,034 39.5046	\$ 78,804 40.4123

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/22 - 6/30/23 - 2.5% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Administrative Program Assistant 80-hour position	\$ 47,613 22.8909	\$ 48,799 23.4611	\$ 49,985 24.0313	\$ 51,171 24.6014	\$ 52,357 25.1716	\$ 53,543 25.7418	\$ 54,727 26.3111
Assistant Nature Interpreter 80-hour position	\$ 40,579 19.5091	\$ 41,589 19.9947	\$ 42,600 20.4808	\$ 43,611 20.9668	\$ 44,621 21.4524	\$ 45,632 21.9385	\$ 46,642 22.4240
DPW Maintenance Person I 80-hour position	\$ 54,331 26.1207	\$ 55,690 26.7740	\$ 57,049 27.4274	\$ 58,409 28.0813	\$ 59,768 28.7346	\$ 61,127 29.3880	\$ 62,481 30.0389
DPW Maintenance Person II 80-hour position	\$ 57,081 27.4428	\$ 58,509 28.1293	\$ 59,937 28.8159	\$ 61,365 29.5024	\$ 62,793 30.1889	\$ 64,220 30.8750	\$ 65,643 31.5591
DPW Maintenance Trainee 80-hour position	\$ 53,006 25.4837	\$ 54,331 26.1207	\$ 55,656 26.7577	\$ 56,982 27.3952	\$ 58,307 28.0322	\$ 59,632 28.6692	\$ 60,957 29.3063
Fleet Service Coordinator 80-hour position	\$ 48,477 23.3063	\$ 49,694 23.8913	\$ 50,911 24.4764	\$ 52,127 25.0611	\$ 53,344 25.6462	\$ 54,561 26.2313	\$ 55,773 26.8139
Meter Reader (CDL) 80-hour position	\$ 42,691 20.5245	\$ 43,761 21.0389	\$ 44,831 21.5534	\$ 45,902 22.0683	\$ 46,972 22.5827	\$ 48,042 23.0971	\$ 49,108 23.6096
Meter Reader (Non-CDL) 80-hour position	\$ 40,557 19.4986						
Nature Interpreter 80-hour position	\$ 49,197 23.6524	\$ 50,428 24.2442	\$ 51,659 24.8361	\$ 52,890 25.4279	\$ 54,121 26.0197	\$ 55,352 26.6115	\$ 56,583 27.2034
PRM Maintenance Person I 80-hour position	\$ 49,672 23.8808	\$ 50,910 24.4760	\$ 52,148 25.0712	\$ 53,386 25.6663	\$ 54,624 26.2615	\$ 55,863 26.8572	\$ 57,101 27.4524
PRM Maintenance Person II 80-hour position	\$ 50,346 24.2048	\$ 51,604 24.8096	\$ 52,861 25.4139	\$ 54,119 26.0188	\$ 55,377 26.6236	\$ 56,634 27.2279	\$ 57,890 27.8317
PRM Maintenance Trainee 80-hour position	\$ 46,610 22.4087	\$ 47,773 22.9678	\$ 48,937 23.5274	\$ 50,100 24.0865	\$ 51,263 24.6457	\$ 52,427 25.2053	\$ 53,589 25.7639

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/22 - 6/30/23 - 2.5% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Senior Bus Driver 80-hour position	\$ 38,774 18.6413	\$ 39,745 19.1082	\$ 40,717 19.5755	\$ 41,689 20.0428	\$ 42,661 20.5101	\$ 43,632 20.9769	\$ 44,604 21.4442
Utility Worker (CDL) 80-hour position	\$ 32,513 15.6313	\$ 33,324 16.0212	\$ 34,135 16.4111	\$ 34,945 16.8005	\$ 35,756 17.1904	\$ 36,567 17.5803	\$ 37,377 17.9697
Utility Worker (Non-CDL) 80-hour position	\$ 30,886 14.8490						

Appendix D

General Employees Unit Wage Schedule 07/01/2023 through 06/30/2024

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/23 - 6/30/24 - 2% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Account Processor I	\$ 40,909 20,9790	\$ 42,066 21,5723	\$ 43,223 22,1656	\$ 44,378 22,7579	\$ 45,535 23,3513	\$ 46,691 23,9441	\$ 47,845 24,5359
Account Processor II	\$ 47,845 24,5359	\$ 49,012 25,1344	\$ 50,179 25,7328	\$ 51,346 26,3313	\$ 52,513 26,9297	\$ 53,680 27,5282	\$ 54,840 28,1231
Account Processor III	\$ 54,840 28,1231	\$ 56,006 28,7210	\$ 57,172 29,3190	\$ 58,338 29,9169	\$ 59,504 30,5149	\$ 60,670 31,1128	\$ 61,833 31,7092
Account Processor IV	\$ 54,840 28,1231	\$ 56,006 28,7210	\$ 57,172 29,3190	\$ 58,338 29,9169	\$ 59,504 30,5149	\$ 60,670 31,1128	\$ 61,833 31,7092
Accountant I	\$ 61,903 31,7451	\$ 63,450 32,5385	\$ 64,997 33,3318	\$ 66,545 34,1256	\$ 68,092 34,9190	\$ 69,639 35,7123	\$ 71,182 36,5036
Administrative Program Assistant	\$ 45,531 23,3492	\$ 46,665 23,9308	\$ 47,799 24,5123	\$ 48,933 25,0938	\$ 50,068 25,6759	\$ 51,202 26,2574	\$ 52,332 26,8369
Administrative Secretary	\$ 51,808 26,5682	\$ 53,104 27,2328	\$ 54,401 27,8979	\$ 55,697 28,5626	\$ 56,994 29,2277	\$ 58,290 29,8923	\$ 59,584 30,5559
Administrative Clerk	\$ 49,328 25,2964	\$ 50,559 25,9277	\$ 51,791 26,5595	\$ 53,023 27,1913	\$ 54,254 27,8226	\$ 55,486 28,4544	\$ 56,714 29,0841
Appraiser I	\$ 59,578 30,5528	\$ 61,070 31,3179	\$ 62,564 32,0841	\$ 64,057 32,8497	\$ 65,549 33,6149	\$ 67,043 34,3810	\$ 68,535 35,1462
Appraiser II	\$ 62,849 32,2303	\$ 64,421 33,0364	\$ 65,994 33,8431	\$ 67,567 34,6497	\$ 69,139 35,4559	\$ 70,712 36,2626	\$ 72,280 37,0667
Appraiser III	\$ 72,711 37,2877	\$ 74,528 38,2195	\$ 76,347 39,1523	\$ 78,165 40,0846	\$ 79,983 41,0169	\$ 81,801 41,9492	\$ 83,617 42,8805
Appraiser Technician	\$ 43,911 22,5185	\$ 45,009 23,0815	\$ 46,107 23,6446	\$ 47,205 24,2077	\$ 48,302 24,7703	\$ 49,400 25,3333	\$ 50,498 25,8964

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/23 - 6/30/24 - 2% Increase

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Assistant to HR Director	\$ 60,722 31.1395	\$ 62,197 31.8959	\$ 63,672 32.6523	\$ 65,147 33.4087	\$ 66,622 34.1651	\$ 68,097 34.9215	\$ 69,572 35.6779
Assistant to DPW Director	\$ 60,722 31.1395	\$ 62,197 31.8959	\$ 63,672 32.6523	\$ 65,147 33.4087	\$ 66,622 34.1651	\$ 68,097 34.9215	\$ 69,572 35.6779
Associate Planner	\$ 52,233 26.7862	\$ 53,535 27.4538	\$ 54,836 28.1210	\$ 56,138 28.7887	\$ 57,440 29.4564	\$ 58,742 30.1241	\$ 60,038 30.7887
Building Department Software Administrator	\$ 51,808 26.5682	\$ 53,104 27.2328	\$ 54,401 27.8979	\$ 55,697 28.5626	\$ 56,994 29.2277	\$ 58,290 29.8923	\$ 59,584 30.5559
CATV Producer/Post Pr	\$ 47,932 24.5805	\$ 49,130 25.1949	\$ 50,328 25.8092	\$ 51,526 26.4236	\$ 52,725 27.0385	\$ 53,922 27.6523	\$ 55,119 28.2662
Circulation Clerk	\$ 39,167 20.0856	\$ 40,146 20.5877	\$ 41,125 21.0897	\$ 42,106 21.5928	\$ 43,085 22.0949	\$ 44,065 22.5974	\$ 45,043 23.0990
Content Specialist	\$ 47,932 24.5805	\$ 49,130 25.1949	\$ 50,328 25.8092	\$ 51,526 26.4236	\$ 52,725 27.0385	\$ 53,922 27.6523	\$ 55,119 28.2662
Election Coordinator	\$ 50,714 26.0072	\$ 51,980 26.6564	\$ 53,246 27.3056	\$ 54,513 27.9554	\$ 55,779 28.6046	\$ 57,045 29.2538	\$ 58,306 29.9005
Human Resources Coordinator	\$ 44,200 22.6667	\$ 45,300 23.2308	\$ 46,402 23.7959	\$ 47,502 24.3600	\$ 48,603 24.9246	\$ 49,705 25.4897	\$ 50,803 26.0528
Inspector (Building/Electrical/ Mechanical/Plumbing)	\$ 72,130 36.9897	\$ 73,900 37.8974	\$ 75,670 38.8051	\$ 77,440 39.7128	\$ 79,210 40.6205	\$ 80,980 41.5282	\$ 82,745 42.4333
Inspector II (Building/Electrical/ Mechanical/Plumbing)	\$ 73,356 37.6185	\$ 75,197 38.5626	\$ 77,039 39.5072	\$ 78,880 40.4513	\$ 80,721 41.3954	\$ 82,562 42.3395	\$ 84,401 43.2826
Inspector w/ Multiple Registrations	\$ 73,356 37.6185	\$ 75,197 38.5626	\$ 77,039 39.5072	\$ 78,880 40.4513	\$ 80,721 41.3954	\$ 82,562 42.3395	\$ 84,401 43.2826

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/23 - 6/30/24 - 2% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Librarian	\$ 58,157 29.8241	\$ 59,610 30.5692	\$ 61,063 31.3144	\$ 62,517 32.0600	\$ 63,970 32.8051	\$ 65,423 33.5503	\$ 66,875 34.2949
Library Tech Asst I	\$ 44,139 22.6354	\$ 45,246 23.2031	\$ 46,352 23.7703	\$ 47,459 24.3379	\$ 48,564 24.9046	\$ 49,671 25.4723	\$ 50,772 26.0369
Library Tech Asst II	\$ 52,233 26.7862	\$ 53,535 27.4538	\$ 54,836 28.1210	\$ 56,138 28.7887	\$ 57,440 29.4564	\$ 58,742 30.1241	\$ 60,038 30.7887
Office Clerk	\$ 39,729 20.3738	\$ 40,722 20.8831	\$ 41,716 21.3928	\$ 42,708 21.9015	\$ 43,702 22.4113	\$ 44,695 22.9205	\$ 45,689 23.4303
Ordinance Enforcement Officer	\$ 56,457 28.9523	\$ 57,869 29.6764	\$ 59,280 30.4000	\$ 60,691 31.1236	\$ 62,103 31.8477	\$ 63,514 32.5713	\$ 64,926 33.2954
Police Property Clerk	\$ 44,253 22.6938	\$ 45,359 23.2610	\$ 46,465 23.8282	\$ 47,572 24.3959	\$ 48,677 24.9626	\$ 49,783 25.5297	\$ 50,886 26.0954
Police Records Clerk	\$ 41,820 21.4462	\$ 42,866 21.9826	\$ 43,911 22.5185	\$ 44,957 23.0549	\$ 46,002 23.5908	\$ 47,048 24.1272	\$ 48,093 24.6631
Records Coordinator	\$ 46,278 23.7323	\$ 47,438 24.3272	\$ 48,599 24.9226	\$ 49,760 25.5179	\$ 50,920 26.1128	\$ 52,080 26.7077	\$ 53,236 27.3005
Secretary I	\$ 41,716 21.3928	\$ 42,758 21.9272	\$ 43,802 22.4626	\$ 44,845 22.9974	\$ 45,889 23.5328	\$ 46,932 24.0677	\$ 47,973 24.6015
Secretary II	\$ 43,801 22.4621	\$ 44,897 23.0241	\$ 45,993 23.5862	\$ 47,088 24.1477	\$ 48,184 24.7097	\$ 49,279 25.2713	\$ 50,371 25.8313
Secretary III	\$ 45,992 23.5856	\$ 47,141 24.1749	\$ 48,292 24.7651	\$ 49,441 25.3544	\$ 50,592 25.9446	\$ 51,742 26.5344	\$ 52,889 27.1226
Senior Planner/GIS Mapping Specialist	\$ 69,526 35.6544	\$ 71,336 36.5826	\$ 73,145 37.5103	\$ 74,955 38.4385	\$ 76,765 39.3667	\$ 78,575 40.2949	\$ 80,380 41.2205

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/23 - 6/30/24 - 2% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Administrative Program Assistant 80-hour position	\$ 48,565 23.3486	\$ 49,775 23.9303	\$ 50,985 24.5120	\$ 52,194 25.0933	\$ 53,404 25.6750	\$ 54,614 26.2567	\$ 55,822 26.8375
Assistant Nature Interpreter 80-hour position	\$ 41,391 19.8995	\$ 42,421 20.3947	\$ 43,452 20.8904	\$ 44,483 21.3861	\$ 45,513 21.8813	\$ 46,545 22.3774	\$ 47,575 22.8726
DPW Maintenance Person I 80-hour position	\$ 55,418 26.6433	\$ 56,804 27.3096	\$ 58,190 27.9760	\$ 59,577 28.6428	\$ 60,963 29.3091	\$ 62,350 29.9760	\$ 63,731 30.6399
DPW Maintenance Person II 80-hour position	\$ 58,223 27.9918	\$ 59,679 28.6918	\$ 61,136 29.3923	\$ 62,592 30.0923	\$ 64,049 30.7928	\$ 65,504 31.4923	\$ 66,956 32.1904
DPW Maintenance Trainee 80-hour position	\$ 54,066 25.9933	\$ 55,418 26.6433	\$ 56,769 27.2928	\$ 58,122 27.9433	\$ 59,473 28.5928	\$ 60,825 29.2428	\$ 62,176 29.8923
Fleet Service Coordinator 80-hour position	\$ 49,447 23.7726	\$ 50,688 24.3692	\$ 51,929 24.9659	\$ 53,170 25.5625	\$ 54,411 26.1591	\$ 55,652 26.7558	\$ 56,888 27.3500
Meter Reader (CDL) 80-hour position	\$ 43,545 20.9351	\$ 44,636 21.4596	\$ 45,728 21.9846	\$ 46,820 22.5096	\$ 47,911 23.0341	\$ 49,003 23.5591	\$ 50,090 24.0817
Meter Reader (Non-CDL) 80-hour position	\$ 41,368 19.8885						
Nature Interpreter 80-hour position	\$ 50,181 24.1255	\$ 51,437 24.7293	\$ 52,692 25.3327	\$ 53,948 25.9365	\$ 55,203 26.5399	\$ 56,459 27.1438	\$ 57,715 27.7476
PRM Maintenance Person I 80-hour position	\$ 50,665 24.3582	\$ 51,928 24.9654	\$ 53,191 25.5726	\$ 54,454 26.1798	\$ 55,716 26.7865	\$ 56,980 27.3942	\$ 58,243 28.0014
PRM Maintenance Person II 80-hour position	\$ 51,353 24.6889	\$ 52,636 25.3058	\$ 53,918 25.9221	\$ 55,201 26.5389	\$ 56,485 27.1563	\$ 57,767 27.7726	\$ 59,048 28.3885
PRM Maintenance Trainee 80-hour position	\$ 47,542 22.8567	\$ 48,728 23.4269	\$ 49,916 23.9981	\$ 51,102 24.5683	\$ 52,288 25.1385	\$ 53,476 25.7096	\$ 54,661 26.2793

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/23 - 6/30/24 - 2% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Senior Bus Driver 80-hour position	\$ 39,549 19.0139	\$ 40,540 19.4904	\$ 41,531 19.9668	\$ 42,523 20.4438	\$ 43,514 20.9202	\$ 44,505 21.3966	\$ 45,496 21.8731
Utility Worker (CDL) 80-hour position	\$ 33,163 15.9438	\$ 33,990 16.3413	\$ 34,818 16.7394	\$ 35,644 17.1365	\$ 36,471 17.5341	\$ 37,298 17.9317	\$ 38,125 18.3293
Utility Worker (Non-CDL) 80-hour position	\$ 31,504 15.1462						

Appendix E

General Employees Unit Wage Schedule 07/01/2024 through 06/30/2025

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/24 - 6/30/25 - 2% Increase

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Account Processor I	\$ 41,727 21.3985	\$ 42,907 22.0036	\$ 44,087 22.6087	\$ 45,266 23.2133	\$ 46,446 23.8185	\$ 47,625 24.4231	\$ 48,802 25.0267
Account Processor II	\$ 48,802 25.0267	\$ 49,992 25.6369	\$ 51,183 26.2477	\$ 52,373 26.8579	\$ 53,563 27.4682	\$ 54,754 28.0790	\$ 55,937 28.6856
Account Processor III	\$ 55,937 28.6856	\$ 57,126 29.2954	\$ 58,315 29.9051	\$ 59,505 30.5154	\$ 60,694 31.1251	\$ 61,883 31.7349	\$ 63,070 32.3436
Account Processor IV	\$ 55,937 28.6856	\$ 57,126 29.2954	\$ 58,315 29.9051	\$ 59,505 30.5154	\$ 60,694 31.1251	\$ 61,883 31.7349	\$ 63,070 32.3436
Accountant I	\$ 63,141 32.3800	\$ 64,719 33.1892	\$ 66,297 33.9985	\$ 67,876 34.8082	\$ 69,454 35.6174	\$ 71,032 36.4267	\$ 72,606 37.2338
Administrative Program Assistant	\$ 46,442 23.8164	\$ 47,598 24.4092	\$ 48,755 25.0026	\$ 49,912 25.5959	\$ 51,069 26.1892	\$ 52,226 26.7826	\$ 53,379 27.3738
Administrative Secretary	\$ 52,844 27.0995	\$ 54,166 27.7774	\$ 55,489 28.4559	\$ 56,811 29.1338	\$ 58,134 29.8123	\$ 59,456 30.4903	\$ 60,776 31.1672
Administrative Clerk	\$ 50,315 25.8026	\$ 51,570 26.4462	\$ 52,827 27.0908	\$ 54,083 27.7349	\$ 55,339 28.3790	\$ 56,596 29.0236	\$ 57,848 29.6656
Appraiser I	\$ 60,770 31.1641	\$ 62,291 31.9441	\$ 63,815 32.7256	\$ 65,338 33.5067	\$ 66,860 34.2872	\$ 68,384 35.0687	\$ 69,906 35.8492
Appraiser II	\$ 64,106 32.8749	\$ 65,709 33.6969	\$ 67,314 34.5200	\$ 68,918 35.3426	\$ 70,522 36.1651	\$ 72,126 36.9877	\$ 73,726 37.8082
Appraiser III	\$ 74,165 38.0333	\$ 76,019 38.9841	\$ 77,874 39.9354	\$ 79,728 40.8862	\$ 81,583 41.8374	\$ 83,437 42.7882	\$ 85,289 43.7379
Appraiser Technician	\$ 44,789 22.9687	\$ 45,909 23.5431	\$ 47,029 24.1174	\$ 48,149 24.6918	\$ 49,268 25.2656	\$ 50,388 25.8400	\$ 51,508 26.4144

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/24 - 6/30/25 - 2% Increase

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Assistant to HR Director	\$ 61,936 31.7621	\$ 63,441 32.5338	\$ 64,945 33.3051	\$ 66,450 34.0769	\$ 67,954 34.8482	\$ 69,459 35.6200	\$ 70,963 36.3913
Assistant to DPW Director	\$ 61,936 31.7621	\$ 63,441 32.5338	\$ 64,945 33.3051	\$ 66,450 34.0769	\$ 67,954 34.8482	\$ 69,459 35.6200	\$ 70,963 36.3913
Associate Planner	\$ 53,278 27.3221	\$ 54,606 28.0031	\$ 55,933 28.6836	\$ 57,261 29.3646	\$ 58,589 30.0456	\$ 59,917 30.7267	\$ 61,239 31.4046
Building Department Software Administrator	\$ 52,844 27.0995	\$ 54,166 27.7774	\$ 55,489 28.4559	\$ 56,811 29.1338	\$ 58,134 29.8123	\$ 59,456 30.4903	\$ 60,776 31.1672
CATV Producer/Post Pr	\$ 48,891 25.0723	\$ 50,113 25.6990	\$ 51,335 26.3256	\$ 52,557 26.9523	\$ 53,780 27.5795	\$ 55,000 28.2051	\$ 56,221 28.8313
Circulation Clerk	\$ 39,950 20.4872	\$ 40,949 20.9995	\$ 41,948 21.5118	\$ 42,948 22.0246	\$ 43,947 22.5369	\$ 44,946 23.0492	\$ 45,944 23.5610
Content Specialist	\$ 48,891 25.0723	\$ 50,113 25.6990	\$ 51,335 26.3256	\$ 52,557 26.9523	\$ 53,780 27.5795	\$ 55,000 28.2051	\$ 56,221 28.8313
Election Coordinator	\$ 51,728 26.5272	\$ 53,020 27.1897	\$ 54,311 27.8518	\$ 55,603 28.5144	\$ 56,895 29.1769	\$ 58,186 29.8390	\$ 59,472 30.4985
Human Resources Coordinator	\$ 45,084 23.1200	\$ 46,206 23.6954	\$ 47,330 24.2718	\$ 48,452 24.8472	\$ 49,575 25.4231	\$ 50,699 25.9995	\$ 51,819 26.5738
Inspector (Building/Electrical/ Mechanical/Plumbing)	\$ 73,573 37.7297	\$ 75,378 38.6554	\$ 77,183 39.5810	\$ 78,989 40.5072	\$ 80,794 41.4328	\$ 82,600 42.3590	\$ 84,400 43.2821
Inspector II (Building/Electrical/ Mechanical/Plumbing)	\$ 74,823 38.3708	\$ 76,701 39.3338	\$ 78,580 40.2974	\$ 80,458 41.2605	\$ 82,335 42.2231	\$ 84,213 43.1862	\$ 86,089 44.1482
Inspector w/ Multiple Registrations	\$ 74,823 38.3708	\$ 76,701 39.3338	\$ 78,580 40.2974	\$ 80,458 41.2605	\$ 82,335 42.2231	\$ 84,213 43.1862	\$ 86,089 44.1482

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/24 - 6/30/25 - 2% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Librarian	\$ 59,320 30.4205	\$ 60,802 31.1805	\$ 62,284 31.9405	\$ 63,767 32.7010	\$ 65,249 33.4610	\$ 66,731 34.2210	\$ 68,213 34.9810
Library Tech Asst I	\$ 45,022 23.0882	\$ 46,151 23.6672	\$ 47,279 24.2456	\$ 48,408 24.8246	\$ 49,535 25.4026	\$ 50,664 25.9815	\$ 51,787 26.5574
Library Tech Asst II	\$ 53,278 27.3221	\$ 54,606 28.0031	\$ 55,933 28.6836	\$ 57,261 29.3646	\$ 58,589 30.0456	\$ 59,917 30.7267	\$ 61,239 31.4046
Office Clerk	\$ 40,524 20.7815	\$ 41,536 21.3005	\$ 42,550 21.8205	\$ 43,562 22.3395	\$ 44,576 22.8595	\$ 45,589 23.3790	\$ 46,603 23.8990
Ordinance Enforcement Officer	\$ 57,586 29.5313	\$ 59,026 30.2697	\$ 60,466 31.0082	\$ 61,905 31.7462	\$ 63,345 32.4846	\$ 64,784 33.2226	\$ 66,225 33.9615
Police Property Clerk	\$ 45,138 23.1477	\$ 46,266 23.7262	\$ 47,394 24.3046	\$ 48,523 24.8836	\$ 49,651 25.4621	\$ 50,779 26.0405	\$ 51,904 26.6174
Police Records Clerk	\$ 42,656 21.8749	\$ 43,723 22.4221	\$ 44,789 22.9687	\$ 45,856 23.5159	\$ 46,922 24.0626	\$ 47,989 24.6097	\$ 49,055 25.1564
Records Coordinator	\$ 47,204 24.2072	\$ 48,387 24.8138	\$ 49,571 25.4210	\$ 50,755 26.0282	\$ 51,938 26.6349	\$ 53,122 27.2421	\$ 54,301 27.8467
Secretary I	\$ 42,550 21.8205	\$ 43,613 22.3656	\$ 44,678 22.9118	\$ 45,742 23.4574	\$ 46,807 24.0036	\$ 47,871 24.5492	\$ 48,932 25.0933
Secretary II	\$ 44,677 22.9113	\$ 45,795 23.4846	\$ 46,913 24.0579	\$ 48,030 24.6308	\$ 49,148 25.2041	\$ 50,265 25.7769	\$ 51,378 26.3477
Secretary III	\$ 46,912 24.0574	\$ 48,084 24.6585	\$ 49,258 25.2605	\$ 50,430 25.8615	\$ 51,604 26.4636	\$ 52,777 27.0651	\$ 53,947 27.6651
Senior Planner/GIS Mapping Specialist	\$ 70,917 36.3677	\$ 72,763 37.3144	\$ 74,608 38.2605	\$ 76,454 39.2072	\$ 78,300 40.1538	\$ 80,147 41.1010	\$ 81,988 42.0451

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/24 - 6/30/25 - 2% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Administrative Program Assistant <i>80-hour position</i>	\$ 49,536 23.8154	\$ 50,771 24.4091	\$ 52,005 25.0024	\$ 53,238 25.5952	\$ 54,472 26.1885	\$ 55,706 26.7817	\$ 56,938 27.3740
Assistant Nature Interpreter <i>80-hour position</i>	\$ 42,219 20.2976	\$ 43,269 20.8024	\$ 44,321 21.3082	\$ 45,373 21.8139	\$ 46,423 22.3188	\$ 47,476 22.8250	\$ 48,527 23.3303
DPW Maintenance Person I <i>80-hour position</i>	\$ 56,526 27.1760	\$ 57,940 27.8558	\$ 59,354 28.5356	\$ 60,769 29.2159	\$ 62,182 29.8952	\$ 63,597 30.5755	\$ 65,006 31.2529
DPW Maintenance Person II <i>80-hour position</i>	\$ 59,387 28.5514	\$ 60,873 29.2659	\$ 62,359 29.9803	\$ 63,844 30.6942	\$ 65,330 31.4087	\$ 66,814 32.1221	\$ 68,295 32.8341
DPW Maintenance Trainee <i>80-hour position</i>	\$ 55,147 26.5130	\$ 56,526 27.1760	\$ 57,904 27.8385	\$ 59,284 28.5019	\$ 60,662 29.1644	\$ 62,042 29.8279	\$ 63,420 30.4904
Fleet Service Coordinator <i>80-hour position</i>	\$ 50,436 24.2481	\$ 51,702 24.8567	\$ 52,968 25.4654	\$ 54,233 26.0736	\$ 55,499 26.6822	\$ 56,765 27.2909	\$ 58,026 27.8971
Meter Reader (CDL) <i>80-hour position</i>	\$ 44,416 21.3538	\$ 45,529 21.8889	\$ 46,643 22.4245	\$ 47,756 22.9596	\$ 48,869 23.4947	\$ 49,983 24.0303	\$ 51,092 24.5635
Meter Reader (Non-CDL) <i>80-hour position</i>	\$ 42,195 20.2861						
Nature Interpreter <i>80-hour position</i>	\$ 51,185 24.6082	\$ 52,466 25.2240	\$ 53,746 25.8394	\$ 55,027 26.4553	\$ 56,307 27.0707	\$ 57,588 27.6865	\$ 58,869 28.3024
PRM Maintenance Person I <i>80-hour position</i>	\$ 51,678 24.8452	\$ 52,967 25.4649	\$ 54,255 26.0841	\$ 55,543 26.7034	\$ 56,830 27.3221	\$ 58,120 27.9423	\$ 59,408 28.5615
PRM Maintenance Person II <i>80-hour position</i>	\$ 52,380 25.1827	\$ 53,689 25.8120	\$ 54,996 26.4404	\$ 56,305 27.0697	\$ 57,615 27.6995	\$ 58,922 28.3279	\$ 60,229 28.9563
PRM Maintenance Trainee <i>80-hour position</i>	\$ 48,493 23.3139	\$ 49,703 23.8957	\$ 50,914 24.4779	\$ 52,124 25.0596	\$ 53,334 25.6413	\$ 54,546 26.2240	\$ 55,754 26.8048

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/24 - 6/30/25 - 2% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Senior Bus Driver <i>80-hour position</i>	\$ 40,340 19.3942	\$ 41,351 19.8803	\$ 42,362 20.3663	\$ 43,373 20.8524	\$ 44,384 21.3385	\$ 45,395 21.8245	\$ 46,406 22.3106
Utility Worker (CDL) <i>80-hour position</i>	\$ 33,826 16.2625	\$ 34,670 16.6683	\$ 35,514 17.0740	\$ 36,357 17.4793	\$ 37,200 17.8846	\$ 38,044 18.2904	\$ 38,888 18.6962
Utility Worker (Non-CDL) <i>80-hour position</i>	\$ 32,134 15.4490						

Appendix F

Supervisory Employees Unit Wage Schedule 07/01/2025 through 06/30/2026

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/25 - 6/30/26 - 2.25% Increase

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Account Processor I	\$ 42,666 21,8800	\$ 43,872 22,4985	\$ 45,079 23,1174	\$ 46,284 23,7354	\$ 47,491 24,3544	\$ 48,697 24,9728	\$ 49,900 25,5897
Account Processor II	\$ 49,900 25,5897	\$ 51,117 26,2138	\$ 52,335 26,8385	\$ 53,551 27,4621	\$ 54,768 28,0862	\$ 55,986 28,7108	\$ 57,196 29,3313
Account Processor III	\$ 57,196 29,3313	\$ 58,411 29,9544	\$ 59,627 30,5779	\$ 60,844 31,2021	\$ 62,060 31,8256	\$ 63,275 32,4487	\$ 64,489 33,0713
Account Processor IV	\$ 57,196 29,3313	\$ 58,411 29,9544	\$ 59,627 30,5779	\$ 60,844 31,2021	\$ 62,060 31,8256	\$ 63,275 32,4487	\$ 64,489 33,0713
Accountant I	\$ 64,562 33,1087	\$ 66,175 33,9359	\$ 67,789 34,7636	\$ 69,403 35,5913	\$ 71,017 36,4190	\$ 72,630 37,2462	\$ 74,240 38,0718
Administrative Program Assistant	\$ 47,487 24,3523	\$ 48,669 24,9585	\$ 49,852 25,5651	\$ 51,035 26,1718	\$ 52,218 26,7785	\$ 53,401 27,3851	\$ 54,580 27,9897
Administrative Secretary	\$ 54,033 27,7092	\$ 55,385 28,4026	\$ 56,738 29,0964	\$ 58,089 29,7892	\$ 59,442 30,4831	\$ 60,794 31,1764	\$ 62,143 31,8682
Administrative Clerk	\$ 51,447 26,3831	\$ 52,730 27,0410	\$ 54,016 27,7005	\$ 55,300 28,3590	\$ 56,584 29,0174	\$ 57,869 29,6764	\$ 59,150 30,3333
Appraiser I	\$ 62,137 31,8651	\$ 63,693 32,6631	\$ 65,251 33,4621	\$ 66,808 34,2605	\$ 68,364 35,0585	\$ 69,923 35,8579	\$ 71,479 36,6559
Appraiser II	\$ 65,548 33,6144	\$ 67,187 34,4549	\$ 68,829 35,2969	\$ 70,469 36,1379	\$ 72,109 36,9790	\$ 73,749 37,8200	\$ 75,385 38,6590
Appraiser III	\$ 75,834 38,8892	\$ 77,729 39,8610	\$ 79,626 40,8338	\$ 81,522 41,8062	\$ 83,419 42,7790	\$ 85,314 43,7508	\$ 87,208 44,7221
Appraiser Technician	\$ 45,797 23,4856	\$ 46,942 24,0728	\$ 48,087 24,6600	\$ 49,232 25,2472	\$ 50,377 25,8344	\$ 51,522 26,4215	\$ 52,667 27,0087

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/25 - 6/30/26 - 2.25% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Assistant to HR Director	\$ 53,330 32.4769	\$ 64,868 33.2656	\$ 66,406 34.0544	\$ 67,945 34.8436	\$ 69,483 35.6323	\$ 71,022 36.4215	\$ 72,560 37.2103
Assistant to DPW Director	\$ 53,330 32.4769	\$ 64,868 33.2656	\$ 66,406 34.0544	\$ 67,945 34.8436	\$ 69,483 35.6323	\$ 71,022 36.4215	\$ 72,560 37.2103
Associate Planner	\$ 54,477 27.9369	\$ 55,835 28.6333	\$ 57,191 29.3287	\$ 58,549 30.0251	\$ 59,907 30.7215	\$ 61,265 31.4179	\$ 62,617 32.1113
Building Department Software Administrator	\$ 54,033 27.7092	\$ 55,385 28.4026	\$ 56,738 29.0964	\$ 58,089 29.7892	\$ 59,442 30.4831	\$ 60,794 31.1764	\$ 62,143 31.8682
CATV Producer/Post Pr	\$ 49,991 25.6364	\$ 51,241 26.2774	\$ 52,490 26.9179	\$ 53,740 27.5590	\$ 54,990 28.2000	\$ 56,238 28.8400	\$ 57,486 29.4800
Circulation Clerk	\$ 40,849 20.9482	\$ 41,870 21.4718	\$ 42,892 21.9959	\$ 43,914 22.5200	\$ 44,936 23.0441	\$ 45,957 23.5677	\$ 46,978 24.0913
Content Specialist	\$ 49,991 25.6364	\$ 51,241 26.2774	\$ 52,490 26.9179	\$ 53,740 27.5590	\$ 54,990 28.2000	\$ 56,238 28.8400	\$ 57,486 29.4800
Election Coordinator	\$ 52,892 27.1241	\$ 54,213 27.8015	\$ 55,533 28.4785	\$ 56,854 29.1559	\$ 58,175 29.8333	\$ 59,495 30.5103	\$ 60,810 31.1846
Human Resources Coordinator	\$ 46,098 23.6400	\$ 47,246 24.2287	\$ 48,395 24.8179	\$ 49,542 25.4062	\$ 50,690 25.9949	\$ 51,840 26.5846	\$ 52,985 27.1718
Inspector (Building/Electrical/ Mechanical/Plumbing)	\$ 75,228 38.5785	\$ 77,074 39.5251	\$ 78,920 40.4718	\$ 80,766 41.4185	\$ 82,612 42.3651	\$ 84,459 43.3123	\$ 86,299 44.2559
Inspector II (Building/Electrical/ Mechanical/Plumbing)	\$ 76,507 39.2344	\$ 78,427 40.2190	\$ 80,348 41.2041	\$ 82,268 42.1887	\$ 84,188 43.1733	\$ 86,108 44.1579	\$ 88,026 45.1415
Inspector w/ Multiple Registrations	\$ 76,507 39.2344	\$ 78,427 40.2190	\$ 80,348 41.2041	\$ 82,268 42.1887	\$ 84,188 43.1733	\$ 86,108 44.1579	\$ 88,026 45.1415

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/25 - 6/30/26 - 2.25% Increase

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Librarian	\$ 60,655 31.1051	\$ 62,170 31.8821	\$ 63,685 32.6590	\$ 65,202 33.4369	\$ 66,717 34.2138	\$ 68,232 34.9908	\$ 69,748 35.7682
Library Tech Asst I	\$ 46,035 23.6077	\$ 47,189 24.1995	\$ 48,343 24.7913	\$ 49,497 25.3831	\$ 50,650 25.9744	\$ 51,804 26.5662	\$ 52,952 27.1549
Library Tech Asst II	\$ 54,477 27.9369	\$ 55,835 28.6333	\$ 57,191 29.3287	\$ 58,549 30.0251	\$ 59,907 30.7215	\$ 61,265 31.4179	\$ 62,617 32.1113
Office Clerk	\$ 41,436 21.2492	\$ 42,471 21.7800	\$ 43,507 22.3113	\$ 44,542 22.8421	\$ 45,579 23.3738	\$ 46,615 23.9051	\$ 47,652 24.4369
Ordinance Enforcement Officer	\$ 58,882 30.1959	\$ 60,354 30.9508	\$ 61,826 31.7056	\$ 63,298 32.4605	\$ 64,770 33.2154	\$ 66,242 33.9703	\$ 67,715 34.7256
Police Property Clerk	\$ 46,154 23.6687	\$ 47,307 24.2600	\$ 48,460 24.8513	\$ 49,615 25.4436	\$ 50,768 26.0349	\$ 51,922 26.6267	\$ 53,072 27.2164
Police Records Clerk	\$ 43,616 22.3672	\$ 44,707 22.9267	\$ 45,797 23.4856	\$ 46,888 24.0451	\$ 47,978 24.6041	\$ 49,069 25.1636	\$ 50,159 25.7226
Records Coordinator	\$ 48,266 24.7518	\$ 49,476 25.3723	\$ 50,686 25.9928	\$ 51,897 26.6138	\$ 53,107 27.2344	\$ 54,317 27.8549	\$ 55,523 28.4733
Secretary I	\$ 43,507 22.3113	\$ 44,594 22.8687	\$ 45,683 23.4272	\$ 46,771 23.9851	\$ 47,860 24.5436	\$ 48,948 25.1015	\$ 50,033 25.6579
Secretary II	\$ 45,682 23.4267	\$ 46,825 24.0128	\$ 47,969 24.5995	\$ 49,111 25.1851	\$ 50,254 25.7713	\$ 51,396 26.3569	\$ 52,534 26.9405
Secretary III	\$ 47,968 24.5990	\$ 49,166 25.2133	\$ 50,366 25.8287	\$ 51,565 26.4436	\$ 52,765 27.0590	\$ 53,964 27.6738	\$ 55,161 28.2877
Senior Planner/GIS Mapping Specialist	\$ 72,513 37.1862	\$ 74,400 38.1538	\$ 76,287 39.1215	\$ 78,174 40.0892	\$ 80,062 41.0574	\$ 81,950 42.0256	\$ 83,833 42.9913

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/25 - 6/30/26 - 2.25% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Administrative Program Assistant <i>80-hour position</i>	\$ 50,651 24.3514	\$ 51,913 24.9582	\$ 53,175 25.5649	\$ 54,436 26.1712	\$ 55,698 26.7779	\$ 56,959 27.3841	\$ 58,219 27.9899
Assistant Nature Interpreter <i>80-hour position</i>	\$ 43,169 20.7543	\$ 44,243 21.2707	\$ 45,318 21.7875	\$ 46,394 22.3048	\$ 47,468 22.8212	\$ 48,544 23.3385	\$ 49,619 23.8553
DPW Maintenance Person I <i>80-hour position</i>	\$ 57,798 27.7875	\$ 59,244 28.4827	\$ 60,689 29.1774	\$ 62,136 29.8731	\$ 63,581 30.5678	\$ 65,028 31.2635	\$ 66,469 31.9563
DPW Maintenance Person II <i>80-hour position</i>	\$ 60,723 29.1938	\$ 62,243 29.9245	\$ 63,762 30.6548	\$ 65,280 31.3846	\$ 66,800 32.1154	\$ 68,317 32.8447	\$ 69,832 33.5731
DPW Maintenance Trainee <i>80-hour position</i>	\$ 56,388 27.1096	\$ 57,798 27.7875	\$ 59,207 28.4649	\$ 60,618 29.1433	\$ 62,027 29.8207	\$ 63,438 30.4990	\$ 64,847 31.1764
Fleet Service Coordinator <i>80-hour position</i>	\$ 51,571 24.7938	\$ 52,865 25.4159	\$ 54,160 26.0385	\$ 55,453 26.6601	\$ 56,748 27.2827	\$ 58,042 27.9048	\$ 59,332 28.5250
Meter Reader (CDL) <i>80-hour position</i>	\$ 45,415 21.8341	\$ 46,553 22.3813	\$ 47,692 22.9288	\$ 48,831 23.4764	\$ 49,969 24.0236	\$ 51,108 24.5712	\$ 52,242 25.1163
Meter Reader (Non-CDL) <i>80-hour position</i>	\$ 43,144 20.7423						
Nature Interpreter <i>80-hour position</i>	\$ 52,337 25.1620	\$ 53,646 25.7913	\$ 54,955 26.4207	\$ 56,265 27.0505	\$ 57,574 27.6798	\$ 58,884 28.3096	\$ 60,194 28.9394
PRM Maintenance Person I <i>80-hour position</i>	\$ 52,841 25.4043	\$ 54,159 26.0380	\$ 55,476 26.6712	\$ 56,793 27.3043	\$ 58,109 27.9370	\$ 59,428 28.5712	\$ 60,745 29.2043
PRM Maintenance Person II <i>80-hour position</i>	\$ 53,559 25.7495	\$ 54,897 26.3928	\$ 56,233 27.0351	\$ 57,572 27.6788	\$ 58,911 28.3226	\$ 60,248 28.9654	\$ 61,584 29.6077
PRM Maintenance Trainee <i>80-hour position</i>	\$ 49,584 23.8385	\$ 50,821 24.4332	\$ 52,060 25.0288	\$ 53,297 25.6236	\$ 54,534 26.2183	\$ 55,773 26.8139	\$ 57,008 27.4077

Charter Township of Shelby
MI FOP Labor Council representing the Shelby Township
General Employees Association Wage Schedule
7/1/25 - 6/30/26 - 2.25% Increase

Classification	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7
Senior Bus Driver <i>80-hour position</i>	\$ 41,248 19.8308	\$ 42,281 20.3274	\$ 43,315 20.8245	\$ 44,349 21.3216	\$ 45,383 21.8188	\$ 46,416 22.3154	\$ 47,450 22.8125
Utility Worker (CDL) <i>80-hour position</i>	\$ 34,587 16.6284	\$ 35,450 17.0433	\$ 36,313 17.4582	\$ 37,175 17.8726	\$ 38,037 18.2870	\$ 38,900 18.7019	\$ 39,763 19.1168
Utility Worker (Non-CDL) <i>80-hour position</i>	\$ 32,857 15.7966						