

COLLECTIVE BARGAINING AGREEMENT

For

DEPARTMENT OF PUBLIC WORKS

(Effective May 1, 2022 until April 30, 2026)

Between

VILLAGE OF EVERGREEN PARK, ILLINOIS

and

LOCAL 700, INTERNATIONAL
BROTHERHOOD OF TEAMSTERS

Final

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ARTICLE I RECOGNITION

Section 1.1. Recognition. The Village recognizes Local 700 (the "Union") as the sole and exclusive collective bargaining representative on behalf of the unit of Village employees (the "employees") for whom the Union was certified as bargaining agent by the Illinois State Labor Relations Board in Case No. S-RC-97-67 (as such certification may be amended from time to time).

Section 1.2. Probationary Period. All employees shall be subject to a one-year probationary period commencing upon hiring. During the probationary period the employee shall be subject to all provisions of this Agreement except that a probationary employee can be disciplined, suspended or terminated without notice, without cause and without due process. The probationary period of one year may be extended by mutual agreement of the employee and the Village, but in no event shall it be longer than two years.

Section 1.3. Gender. Wherever the male gender is used in this Agreement, it shall be construed to include both males and females equally.

Section 1.4. Commercial Driver's License. All employees shall be required to have and maintain a Class B commercial driver's license ("CDL") with air brake endorsement issued by the Illinois Secretary of State. New employees shall be permitted 180 days to obtain a CDL. The Village shall provide a vehicle for the employee to take the CDL test and the employee may take such test during work hours without loss of pay. The Village shall reimburse employees for the CDL fees paid to the Secretary of State.

ARTICLE II UNION SECURITY AND RIGHTS

Section 2.1. Dues Deduction. Upon receipt of a written authorization card from an employee, the Village shall deduct on a monthly basis the amount of Union dues, initiation fees, and uniform assessments or any authorized increase thereof, and shall forward such deductions to the Union within thirty (30) calendar days after the close of the period for which the deductions were made. The Union shall advise the Village of any increase in deductions in writing at least 30 days prior to its effective date. The dollar amount of deductions for each employee shall not change for a 12-month period. The Union shall indemnify, defend and hold the Village harmless against any claim, demand, suit or liability arising from any action taken by the Village in complying with this Article. Nothing contained in this Section shall be construed to mandate membership in the Union or require the payment of dues/fees without authorization from the employees.

Section 2.2. Electronic Authorization. The Employer and the Union will agree to review and explore the feasibility of using electronic records and/or electronic signatures consistent with state and federal law which allows the Employer and the Union to use electronic authorization to verify Union membership and/or authorize voluntary deductions of union dues and fees from wages or payments for remittance to the Union.

Section 2.3. Dues Deduction and Cost Reimbursement. The Union agrees to allow the Village to deduct \$10/year of the dues deduction/ from the remittance to the Union to defray the Village cost of administering this article.

Section 2.4. D.R.I.V.E. Authorization and Deduction. In addition to the terms and conditions contained in the above-referenced collective bargaining agreement between the Employer and the Union, the Employer and the Union hereby further agree that:

The Employer agrees to deduct from the paycheck of all employees who submit authorization cards and are covered by this Agreement voluntary contributions to D.R.I.V.E. D.R.I.V.E. shall notify the Employer of the amounts designated by each contributing employee that are to be deducted from his/her paycheck on a weekly basis for all weeks worked. The Phrase "weeks worked" excludes any week other than a week in which the employee earned a wage. The Employer shall transmit to:

D.R.I.V.E.
International Brotherhood of Teamsters
25 Louisiana Avenue, NW
Washington, DC 20001

Sent on a monthly basis, in one check the total amount deducted along with the name of each employee on whose behalf a deduction is made, the employee's social security number and the amount deducted from the employee's paycheck. No such authorization shall be recognized if in violation of State and Federal law. No deductions shall be made which is prohibited by applicable law.

ARTICLE III MANAGEMENT RIGHTS

Section 3.1. Management Rights. Except as specifically limited by the express provisions of this Agreement, the Village retains traditional rights to manage and direct the affairs of the Village in all of its various aspects and to manage and direct its employees, including but not limited to the following: to plan, direct, control and determine all the operations and services of the Village; to supervise and direct the working forces; to establish the qualifications for employment and to employ employees; to schedule and assign work; to determine the workweek of employees; to establish the starting and ending times of the workday; to assign or to transfer employees within the Village; to establish work and productivity standards, and, from time to time, to change those standards; to assign overtime; to lay off or relieve employees due to lack of work or funds or for other legitimate reasons; to determine the methods, means, organization and number of personnel by which such operations and services shall be made or purchased; to contract out for goods and services; to determine quality; to introduce new methods of operations, to eliminate, relocate, transfer or subcontract work; to make and enforce rules and regulations, to discipline, suspend, demote and discharge employees subject to the provisions of this Agreement; to change or eliminate existing methods, equipment or facilities; and to take any and all actions as may be necessary to carry out the mission of the Village. The parties agree that

there is nothing in this Agreement which would limit the Village's right to respond to a civil emergency in any reasonable manner, and this Agreement shall be so interpreted.

Section 3.2. Outside Employment. Employees may engage in other employment outside of official duty hours providing that such employment does not interfere with the employment at the Village or is not a conflict of interest with employment at the Village. The primary duty and responsibility of employees is to the Village. Outside employment shall not regularly exceed 20 hours in any one work week without the written authorization of the Director of Public Works. Outside employment shall not place an employee in a position of conflict of interest with Village employment.

ARTICLE IV NO STRIKE-NO LOCKOUT

Section 4.1. No Strike. Neither the Union nor any officers, agents or employees will authorize, instigate, promote, sponsor, aid, engage in, or condone any strike, sympathy strike, secondary boycott, slowdown, sit-down, stoppage of work, concerted refusal to perform overtime, mass resignations, mass absenteeism, picketing or any other intentional interruption of the operations of the Village, regardless of the reason for so doing. Any violation of this Section shall be just cause for discharge. The failure to impose a penalty in any instance is not a waiver of such right in any other instance nor is it a precedent.

Section 4.2. Union Official Responsibility. Each employee who holds the position of officer or steward of the Union occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article. In the event of a violation of Section 4.1 of this Article the Union agrees to inform its members of their obligations under this Agreement, to direct them to return to work and to cooperate with the Village in urging employees to return to work. Local union officers and representatives must remain at work during any interruption which may be caused or initiated by others.

Section 4.3. Judicial Restraint. Nothing contained herein shall preclude the Village from obtaining a temporary restraining order, damages and other judicial relief in the event the Union or any employees covered by this Agreement violate this Article.

Section 4.4. No Lockouts. There shall be no lockouts during the term of this Agreement (layoffs, discipline and discharges are not considered "lockouts").

ARTICLE V NON-DISCRIMINATION

Neither the Village nor the Union shall discriminate against any employee on any basis prohibited by state or federal law. Violations of this section shall not be subject to any grievance procedure charge but shall be remedied only through the appropriate state or federal agency.

**ARTICLE VI
HOURS OF WORK AND OVERTIME**

Section 6.1. Normal Work Week and Workday. The normal work week shall consist of 40 hours of work at times assigned by the Village. All worked and unworked hours compensated under this Agreement which are not paid at a premium rate shall be paid at straight time.

Ordinarily, the normal work week for employees shall be Monday through Friday starting no later than 7:30 a.m.; however, the crew of two employees scheduled for weekend work on the lift stations and pump houses shall work Monday through Friday from 8:30 a.m. to 5:00 p.m. The Village may accept volunteers who agree to work from 8:30 a.m. to 5:00 p.m. Monday through Friday in lieu of assigning the employees who check the lift stations and pump houses on the weekend to work those hours provided, however, that no employee shall be so assigned without his consent.

In the event that an employee is required to work a split shift or the starting time is adjusted, except in the case of a storm warning, the employee shall be given notice on the day prior to such change, to the extent practicable. Employees will receive an additional \$2.00 per hour for each hour worked outside the normal workday hours (7:00 a.m. to 3:00). The \$2.00 per hour increase shall not apply when the employee is being compensated at his overtime rate. The \$2.00 per hour increase will also not apply to weekend work on the lift stations and pump houses and during the summer months when the Union and Village agree to a 4-day work week as provided for in the paragraph below. In lieu of the \$2.00 per hour employees can choose to earn compensatory time at the rate of 0.50 hours of comp time for every 8 hours worked on a split or adjusted shift outside of the normal work day hours of Monday-Friday (7:00 a.m. – 3:00 p.m.).

During the summer months or at other times with the consent of the Union, the Village may assign employees to work a combination of four 10-hour days (Tuesday through Friday or Monday through Thursday) or four 9-hour days and a 4-hour day on Friday. In such event all scheduled time shall be paid at the regular rate of pay.

The Village maintains four crews of two employees to check lift stations and pump houses on Saturday, Sunday and holidays. Ordinarily such employees are scheduled to work this extra time in addition to their normal 40-hour work week. All such additional time shall be paid at the rate of time and one-half with a minimum of 2 hours, even though the employee may only work one hour on Sunday and the holiday.

In the event that the Village assigns one or more employees to be on-call for the period of Friday after work to the ensuing Monday commencement of work, each employee shall receive 4 hours of compensatory time, provided that the employee responds to any emergency call within 30 minutes.

In the event that an employee is called in early to work, the employee shall have the option to work to his normal quitting time provided that the amount of time worked shall not exceed 10 hours without the approval of the Village.

Section 6.2. Break Period. Each employee shall be entitled to two 15-minute break periods per day to be taken at such times near the middle of the morning shift and near the middle of the afternoon shift as approved by the Village. If possible, break periods shall be scheduled near 10:00 a.m. and 2:00 p.m., but the scheduling of breaks is subject to the requirements of completing a job task and making a job site safe for employees and the public.

If a break is to be taken at other than 10:00 a.m. or 2:00 p.m., the employee's supervisor shall be notified prior thereto. The employee is not permitted to leave the job site to take the break or to use any Village vehicle during break time, except as approved by a supervisor, and except that one employee may be permitted to leave the job site to obtain refreshments for all employees. An employee working 12 consecutive hours or more shall be allowed an additional 30-minute break for each 4 hours of work after the first 8 hours.

Section 6.3. Clean-Up Time. Employees shall be given adequate time to leave the job site to arrive at the Village building 10 minutes before quitting time and lunch time in order to clean up.

Section 6.4. Overtime Pay. Employees (including Foreman) shall be paid at the rate of 1-1/2 times their normal hourly rate for all hours worked in excess of 8 hours in a normal workday and for all hours worked on a holiday, except that employees voluntarily agreeing to work on Martin Luther King Day shall receive straight time as per Section 9.1.

Section 6.5. Overtime Work. The Village shall distribute "non-supervisory" overtime opportunities to similarly-classified and qualified employees on a reasonably equitable basis based upon posted overtime lists for the sewer/water department and for the street/park department. An employee who fails/refuses overtime or is unable to work overtime shall be charged with the hours assigned or offered. An employee may refuse overtime for 3 consecutive requests, but must work overtime when requested on the 4th request. Distribution shall be regarded as "reasonably equitable" so long as the difference in the number of worked/charged hours among similarly-classified and qualified employees during a 3-month period does not exceed 8 hours. The Village agrees to post monthly lists of bargaining unit employees by classification which shows the amount of overtime (with a breakdown of supervisory/nonsupervisory overtime) for the prior 3 months. The sole remedy for failure to assign overtime in accordance with these provisions shall be preference for future opportunities.

The Village agrees that full-time employees shall have priority over seasonal or temporary employees for purposes of the assignment of overtime, except for special events, such as Day in the Park, Parade, July 4th, and similar celebrations (but not to exceed a total of 3 days per calendar year).

Section 6.6. Call Back. A call back is defined as an assignment of work which does not immediately follow an employee's regularly scheduled working hours or is not immediately preceding an employee's regularly scheduled working hours. A call back does not include assignment to an 8-hour shift which is different than normal. All requests for a call back assignment shall be made through the employee's current telephone number, which shall be provided to the Village. The employee's failure to answer the Village's telephone request in a timely fashion shall be considered a refusal to work overtime for purposes of Section 6.5. An

employee will not be subject to discipline for failing to respond to a call back. An employee shall receive a minimum of 2 hours of pay for any call back. For all call backs (except for snow and ice removal) the employee shall be compensated from the time that the employee is called back, provided that the employee punches in within 30 minutes thereof. The Village shall have the right to call employees who reside in the Village to answer emergency call backs that require immediate attention.

Section 6.7. Jury Duty/Court Appearance. Employees who are scheduled to work a day, and who are required to serve jury duty shall be compensated at their regular rate of pay for an 8-hour day for each day actually required for jury duty. Employees must turn their jury check back to the Village. If an employee is assigned to jury duty and is released before noon, the employee shall report for work no later than one hour after being released. If an employee is released before noon, the employee shall call the Director to advise of such release. Employees shall notify the Director as soon as they receive a jury summons and provide a copy thereto. If the employee is an alternate juror, the employee shall notify the Director as soon as it is determined whether the employee is being called for jury duty.

An employee shall receive full pay while appearing in court or otherwise acting as a witness on behalf of the Village. The pay for acting as a witness must be approved in advance by the Mayor. If the employee is released in time to report to work for a minimum of two hours, he must do so or forfeit a day's pay. An employee who voluntarily appears in court or appears for legal discovery in response to a subpoena shall be compensated if the Village is a party to the litigation and the pay for such time has been approved in advance by the Mayor.

Section 6.8. Meal Period. All employees shall, except upon mutual agreement with the employee, be granted a 30-minute paid meal period during each 8-hour work shift. Whenever possible, this meal period shall be scheduled near the middle of each shift. Employees may leave the job site for lunch provided that one employee remains at the job site to make sure that the site and Village equipment are secure.

Section 6.9. No Pyramiding. Compensation shall not be paid more than once for the same hours under any provision of this Article or Agreement.

Section 6.10. Compensatory Time. The Village shall grant compensatory time at the employee's request in lieu of overtime payment provided that such request does not cause the number of hours of compensatory time in that employee's bank to exceed 200 hours. Compensatory time shall be used at such times as mutually agreed upon between the employee and the Village. Permission to utilize compensatory time shall not be denied if operating requirements of the Department will not be unduly disrupted. The Village is not required to call back an employee or pay overtime in order to grant another employee the use of compensatory time. Employees may request payment for accumulated compensatory time not more than 4 times per calendar year by giving adequate written notice to the Village. Employees shall provide at least 10 days written notice prior to the next pay date when requesting compensatory time.

ARTICLE VII EMPLOYEE DISCIPLINE

Section 7.1. Employee Discipline. The Village shall not suspend, discharge or demote an employee except for just cause. The Director shall have the authority to suspend an employee for 3 days or less. All suspensions in excess of 3 days, demotions, or discharges shall be made by the Mayor.

Section 7.2. Warnings. Oral reprimands, informal warnings, suggestions for improvement, or counseling regarding poor work, inefficiency, poor attendance, or bad attitude are not discipline and not governed by the provisions of this Article. All of the above may not be used as a basis for discipline with respect to a subsequent incident more than 24 months thereafter.

Section 7.3. Investigatory Interview Rights. The Village and the Union agree that employees shall have the following rights of the Illinois Public Labor Relations Act. Such rights shall only arise upon request of the employee for Union representation. Whenever an employee is subjected to an interrogation under a formal investigation for a violation which may be the basis for a suspension, discharge, or demotion, the employee shall be entitled to have a Union representative to assist the employee and clarify the employee's rights during the interrogation. In such case the interrogation shall be conducted during the usual business hours of the Department upon not less than 24 hours written or telephonic notice to the employee. The interrogation may be postponed by the Village at the request of the employee or the Union to allow time for Union representation, but in no event is the Village required to postpone the interrogation more than 36 hours after the originally scheduled time.

The provisions of this section do not apply to any informal inquiry such as a meeting to mediate a citizen complaint of service or to discuss the facts to determine whether a formal investigation should be commenced.

A violation of this section is not independently subject to grievance, but a violation shall result in any improperly obtained evidence being inadmissible in any disciplinary proceeding against the employee.

Section 7.4. Disciplinary Procedure. Any suspension, demotion, or discharge shall be in writing and reflect the nature of the offense and the conduct of the employee. No disciplinary action shall require prior notice or hearing. Any appeal of discipline must be filed in writing with the Village Clerk within 14 calendar days after the written notice of discipline is served on the employee.

Section 7.5. Appeal of Discipline. Any employee subjected to a suspension, demotion or discharge may appeal such action to the Mayor within 14 calendar days after the written notice of discipline is served on the employee. Such appeal shall be heard under procedures established by the Mayor, but such procedure shall be informal. The Mayor's decision shall be subject to arbitration within 14 calendar days after the written decision is rendered. Only the Union can request arbitration of a decision. The Union may waive the right to appeal to the Mayor and

request arbitration within 14 calendar days after the written notice of discipline is served on the employee.

ARTICLE VIII GRIEVANCE PROCEDURE

Section 8.1. Definition. A grievance is defined as a dispute or difference between the parties to this Agreement concerning interpretation or application of this Agreement or its provisions. If the employee or the Union has filed a charge, application, complaint or appeal with the Equal Employment Opportunity Commission, Industrial Commission, Illinois Department of Human Rights, or any other state or federal agency over a subject matter substantially identical to a grievance, the parties agree that the grievance procedure under this Article will not be applicable.

Section 8.2. Steps. A grievance shall be processed as follows:

- (1) Written presentation to the applicable Deputy Director of Public Works who shall meet with the employee to discuss and adjust the grievance, if warranted;
- (2) Written appeal to the Director of Public Works; and
- (3) Written appeal to Arbitration.

Section 8.3. Time Limits. A grievance shall be processed within the following time limits:

- | | |
|------------|----------------------------------------------------------------|
| For step 1 | 14 calendar days after the event giving rise to the grievance; |
| For step 2 | 14 calendar days after the step 1 response; |
| For step 3 | 14 calendar days after step 2 response. |

Any grievance not presented or appealed within the foregoing time limits shall be regarded for all purposes as having been waived, dropped or settled on the basis of the Village's last response. Failure of the Village to respond within the applicable time limit shall be deemed a denial of the grievance permitting appeal to the next step.

Section 8.4. Arbitration. Only the Union may take an appeal to arbitration. The Union must, within the time specified above, file with the Mayor a written notice of intent to arbitrate specifying the grievance number. The Mayor's office upon receipt of the appeal shall then submit to the FMCS a joint request for a panel of 7 impartial arbitrators, who are members of the National Academy of Arbitrators and located within the State of Illinois, Chicago area. Upon receipt of the panel, the parties shall alternately strike the names of one (1) arbitrator until the last name remains who shall be the Arbitrator. The party making the first strike shall be determined by a coin toss.

The Arbitrator shall hear only one grievance. Multiple grievance arbitration shall not be held except by special agreement of both parties. Questions of arbitrability shall be decided by the Arbitrator. The Arbitrator shall make a preliminary determination on the questions of arbitrability. Once a determination is made that the matter is arbitrable or if such preliminary determination cannot reasonably be made, the Arbitrator shall then proceed to determine the merits of the dispute. The Arbitrator shall act in a judicial, not legislative, capacity and shall confine the decision strictly to the letter of the Agreement and shall not by way of reasoning, opinion, suggestion, holding, or award add to, ignore, modify or amend any term or terms of this Agreement. Time limits and other procedural requirements are considered mandatory. The Arbitrator's award, if in compliance with this Agreement, shall be final and binding on the Village, the Union and employees.

The Arbitrator's fees and expenses shall be shared equally by the parties. All other expenses, including a court reporter, shall be borne by the party incurring them. No court reporter transcript of any hearing is required.

ARTICLE IX HOLIDAYS

Section 9.1 Holidays. The following paid holidays will be observed:

New Years Day	January 1
Martin Luther King Day (floating)	Third Monday in January
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Friday after Thanksgiving	Friday after Fourth Thursday in November
Christmas Eve	1/2 Day
Christmas Day	December 25
New Year's Eve	1/2 Day

Christmas Eve and New Year's Eve shall not be celebrated when Christmas Day and New Year's Day are on a Monday. If an employee is not scheduled to work Christmas Eve or New Year's Eve then there is no holiday pay for that employee.

In addition to the above holidays, employees shall receive a holiday in the event that the Village Hall is closed and its employees are given an additional holiday other than the above. Martin Luther King Day is a floating holiday such that an employee can voluntarily agree to work that day at straight time and receive another day as a holiday of his choice.

Section 9.2. Holidays Falling on Weekends. When a holiday falls on a Saturday, it shall be observed on the preceding Friday; when a holiday falls on a Sunday, it shall be observed on the following Monday as recognized by the State of Illinois for its employees.

Section 9.3. Holidays During a Vacation. When a holiday falls within an employee's vacation period, the employee's vacation shall be extended for one day or the employee shall be credited with 8 hours of compensatory time but an extension of the vacation may not be allowed by the Director if it causes scheduling conflicts with other employee vacations.

Section 9.4. Non-Payment of Holidays. Employees who are suspended for just cause or absent from work on the last working day before or the first working day following a specified holiday shall not be paid for such holiday, unless on vacation or unless using approved compensatory time, sick time or personal time. The Village and the Union agree to reopen negotiations if the use of sick time on the last working day before or first working day following a specified holiday materially increases from prior years.

ARTICLE X LAYOFF AND RECALL

Section 10.1. Indefinite Layoffs. Layoffs shall be affected in reverse order of total seniority among employees working in the classification(s) to be reduced. An employee who is laid off from one classification shall be permitted to displace the least senior employee then working the same or a lower-rated classification (as determined by the base hourly pay rate), for which the employee is qualified. There shall be no layoffs of bargaining unit members while seasonal employees are working.

Section 10.2. Recalls. Recalls shall be made in reverse order of layoff.

Section 10.3. Seniority Defined. For purposes of this Article, seniority shall consist of the length of continuous service of an employee within the job classification which shall take into consideration job duties prior to the effective date of this Agreement and shall be contained in a written list attached hereto. Seniority for all other purposes shall consist of an employee's continuous length of service in any job classification currently or previously covered by this bargaining unit. In cases of a tie, seniority shall be determined by a random method.

ARTICLE XI SICK LEAVE

Section 11.1. Purpose. Sick leave with pay is provided as a benefit in recognition that employees do contract various illnesses from time to time and that their financial resources may be diminished in such circumstances if pay is discontinued. Sick leave should be accumulated by the employee to prevent hardship in case of long term illness or disability. Sick leave is not to be used for personal business.

Section 11.2. Accrual. Employees will accrue sick leave at the rate of 3/4 day per month of completed employment. Sick leave accrues for any month the employee is compensated for not less than 60 hours, whether for actual work, vacation, sick time, holidays, or personal days. The use of compensatory time will not be considered "actual work". Sick leave is not earned during periods when an employee is receiving worker's compensation benefits.

Section 11.3. Accumulation. Employees may accrue an unlimited number of hours of sick leave.

Section 11.4. Use. Employees may use sick leave only for the personal illness of the employee or the serious illness of a member of the family residing with the employee. An employee using sick leave shall not be employed or perform any other work during the time off work. Generally, an employee is expected to be at home resting during the sick leave except for visits to receive medical care.

Section 11.5. Notification. Notification of absence due to sickness shall be given to the Director as soon as possible on the first day of such absence and every day thereafter (unless this requirement is modified or waived by the Director), before the start of the employee's work shift unless it is shown that such notification was impossible. Failure to provide proper notification may be considered as absence without leave and may subject the employee to discipline and loss of pay.

Section 11.6. Medical Examination. Prior to an employee's return to work, the Village at its expense may require a written certification from a health care provider indicating the nature of the illness and stating that the employee is physically able to return to work. The Village may send a health care provider to verify the physical condition of the employee of an ill member of the employee's family residing in the household. The employee must permit such properly licensed health care provider to perform a medical examination.

Section 11.7. Utilization. Sick leave shall not be used in an increment of less than one-half day except with permission of the Director.

Section 11.8. Retirement Buy Back. Upon leaving Village employment, an employee with at least 10 years of service may request the Village to buy back no more than 50% of the accrued sick leave, but not to exceed 64 days. For an employee with at least 20 years of service, the buyback shall not exceed 84 days at the employee's current rate of pay. For accrued sick leave in excess of the foregoing limits, the Village shall purchase the accrued sick leave as follows:

11 - 15 years of service	\$110 per day
16 - 20 years of service	\$125 per day
21 - 25 years of service	\$135per day
26 and greater years of service	\$175 per day

However, for employees whose sick time, personal days, vacation time, compensatory time and floating holidays constitutes pensionable salary under IMRF, the employee shall receive a maximum of \$5,000 on his final payroll check. The remaining portions of the employee's foregoing accrued benefits shall be paid on the first day of the second month after the employee's severance from employment. The employee shall be entitled to a 5% bonus for the deferred accrued sick leave payment.

Instead of receiving such payment, an employee may request that the buyback amount be credited to payment of insurance premiums if the employee is eligible to remain on the Village health insurance policy. In the event that the rate of buy back is increased for other employees under the Personnel Policy Manual, then the rate herein shall be so increased.

Section 11.9. IMRF Sick Leave Service Credit. Retiring IMRF members may qualify for a maximum of one year of additional pension service credit for unpaid, unused sick leave at the rate of one month for every 20 days, subject to the provisions of IMRF.

ARTICLE XII PERSONAL DAYS

Section 12.1. Purpose. Personal leave is provided in order to allow employees to conduct personal or family business which must be scheduled on a normal day of employment. Use of personal leave is not a matter of right but subject to the discretion of the department head.

Section 12.2. Accrual. Any employee who works 1,000 hours or more in a calendar year shall earn 2 personal days to be used after January 1 in the subsequent calendar year.

Section 12.3. Accumulation. Personal leave is not subject to accumulation. All personal leave not used by December 31 in each calendar year is forfeited.

Section 12.4. Use. Employees may use personal leave only for the conduct of personal or family business which must be scheduled on a normal day of employment. Personal leave may also be used as sick leave when the employee has used all accumulated sick leave.

Section 12.5. Notification and Scheduling. The scheduling of personal days is subject to the needs of the Department. Personal days may not be scheduled on holidays. For employees with less than one year seniority, personal days may not be scheduled on the day before or after a holiday without express approval of the Director. Personal days may be scheduled on the day before or the day after a holiday, provided that the total number of employees on vacation and taking personal days shall not exceed 3 in the street/park department and shall not exceed 2 in the sewer/water department. Personal days must be scheduled at least 7 days in advance if possible. Personal days shall not be denied if operational requirements of the Department will not be unduly disrupted. The Village is not required to call back an employee or pay overtime in order to grant another employee the use of a personal day.

Section 12.6. Utilization. Personal leave shall not be used in an increment of less than one-half day except with permission of the department head.

ARTICLE XIII ADDITIONAL LEAVES OF ABSENCE

Section 13.1. Unpaid Discretionary Leaves. The Village may grant an unpaid leave of absence to any employee where the Village determines there is good and sufficient reason.

Section 13.2. Application For Leave. Any request for a leave of absence shall be submitted in writing by the employee to the Director. The request shall state the reason for the leave of absence and the approximate length of time off the employee desires. Authorization for leave of absence shall, if granted, be furnished to the employee by the Director in writing.

Section 13.3. Military Leave. A military leave without pay will be granted to fulltime employees who leave the services of the Village to enlist or who are inducted into the armed forces of the United States or who are members of Reserve components of the Military or Naval Forces including National Guard Units. Employees accepting permanent commissions or enlistment in a regular branch of the Armed Forces will not be eligible for a military leave of absence. Each military leave of absence will be granted for the duration of the employee's active service in the Armed Forces up to the limit set by law and the employee will be eligible for reemployment in accordance with the applicable Federal laws. Employees granted military leave will receive vacation pay for all unused vacation credit accrued up to the month preceding the commencement of the military leave. Employees in the reserve or National Guard away on a short period of military duty will be granted military leave without pay.

Section 13.4. Bereavement Leave. Funeral leave with pay is provided as a benefit to be used only for the purpose of attending a wake and funeral services, and matters incidental thereto. Funeral leave is provided in the event of death in the immediate family (defined as the employee's spouse, partner in a civil union, children, step-children, son-in-law, daughter-in-law, parents, parents of spouse, step-parents, grandparents, brothers, sisters, step-brother, and step-sister). Employees will be provided three work days of funeral leave to actually attend the wake and funeral services. The employee shall provide evidence of attendance at the funeral services if requested by the Director. The Director may authorize additional funeral leave without pay or may authorize the use of personal leave or compensatory time under special circumstances such as out of State funeral services.

Section 13.5. Leave For Illness, Injury or Pregnancy. Leave shall be provided as required by the Family and Medical Leave Act in conformity with the provisions of Section 19 of the Personnel Policy Manual of the Village.

ARTICLE XIV VACATIONS

Section 14.1. Eligibility and Allowances. An employee shall be entitled to 10 vacation days upon the completion of one year of employment. Thereafter, the employee shall be entitled to 10 vacation days for each calendar year, commencing on the January 1 following the first anniversary of employment. An employee shall be entitled to 15 vacation days for each calendar year commencing after his fifth anniversary of employment and 20 vacation days for each calendar year commencing after his tenth anniversary of employment. An employee shall be entitled to 25 days vacation after 20 years of service, provided that all employees hired after January 1, 2002 shall be entitled to a maximum vacation of 20 days which is reached after the 10th year.

Vacation days shall be used before the end of the calendar year in which they are credited. An employee may accumulate a maximum of 5 days vacation to be used within the first 6 months in the succeeding calendar year.

Section 14.2. Scheduling. Employees shall submit requests for vacation in January of each year and vacation schedules shall be posted by March 1. The Director shall use a system involving seniority within job classification for the purpose of determining vacation schedules which may be limited because of the service requirements of the department. Requests for vacation in less than 5-day increments, or requests for vacation which straddle a weekend or holiday, need not be honored. After the annual vacation schedule has been posted, an employee with not less than one year seniority may pick individual vacation days, not to exceed 5 during a calendar year, provided that there is adequate manpower available to meet the requirements of the department. Such individual vacation days shall be picked at least 30 days prior thereto and shall be available on a first come first served basis. The total number of employees on vacation and taking personal days shall not exceed 3 in the street/park department and shall not exceed 2 in the sewer/water department on the day before or the day after a holiday.

ARTICLE XV PROMOTION AND ADVANCEMENT IN PAY GRADE

Section 15.1. Promotion by Mayor. The Mayor shall have the sole authority to promote an employee into another job classification. The Village shall post all positions eligible for promotion for at least 10 calendar days prior to making any promotion. Promotions shall be based upon qualifications, residency (but only for Public Works Foreman, Parks Foreman, Mechanic, and Water Plant Operator Class C), experience, deputy director and director recommendations, ability, examination, seniority and such other factors as determined by the Mayor to be relevant. The Mayor shall interview the top three candidates, as determined by him, before making the promotion. If the most senior qualified employee is passed over for promotion, the Mayor shall provide a written statement upon request of the employee detailing the reasons for the action taken.

Section 15.2. Advancement in Pay Grade and Years in Service. Within the classification of Maintenance Worker there are different pay grades. Advancement in grade shall occur on the anniversary date of employment. Years in service for purposes of wage rates shall be determined by the number of years that the employee has worked full time for the Department of Public Works on or prior to May 1 of each year.

ARTICLE XVI WAGES

Section 16.1. Wages. The wage rates payable for time compensated under this Agreement shall be as set forth in this Article and represent a 3.0% increase for the period of May 1, 2022 through April 30, 2023, 3.0% increase for the period of May 1, 2023 through April 30, 2024 3.0% increase for the period of May 1, 2024 through April 30, 2025 and 3% increase for the period of May 1, 2025 through April 30, 2026 In the event that the Village enters into a collective bargaining agreement for any other collective bargaining unit which provides for a pay increase

in excess of the above, then such pay increase shall apply to the employees under the same terms and conditions. The pay periods and method of payment for the employees shall be the same as for all Village personnel. See Exhibit A attached hereto for hourly wage rates.

ARTICLE XVII UNIFORMS AND EQUIPMENT

The Village shall provide employees with uniforms. Uniforms consist of T-shirts, pants, blue jeans, shirts, coats, steel toe safety shoes, hip boots, rain gear, safety glasses, gloves, hard hats, and safety vests. The employee shall pay for the blue jeans at his own expense. The blue jeans worn by employees must be uniform in color and style as approved by the Village. Replacement uniforms shall be provided upon the return of worn or damaged uniforms.

The Village shall supply all special uniforms and special equipment required to be used by any mechanics and welders.

The Village shall supply all safety equipment, tools and equipment required for work, except that the mechanics shall supply their own personal tools.

The Village will supply a winter Carhart coat every 3 years to each employee. The replaced Carhart coat must be returned to the Village.

ARTICLE XVIII INSURANCE

Section 18.1. Coverage and Premium Payment. The Village shall provide group health insurance (medical, dental and vision) with benefits substantially the same as exist on May 1, 2016, for all employees except as modified on Exhibit B attached hereto. The Village shall provide and pay for a \$30,000 life insurance/\$30,000 accidental death and dismemberment policy for each employee.

Employees shall have monthly health insurance contributions deducted from their wages in the amounts set forth on Exhibit B attached hereto.

By payment of the premium cost, the Village shall be relieved of any further liabilities with respect to the benefits provided, and no matter respecting such benefits arising thereunder shall be subject to the grievance procedure.

The Village reserves the right to change the Village group health insurance plan coverage, 1 benefits, or carriers provided that there is no significant change in coverage or benefits, and provided that all similarly situated employees of the Village have the same coverage. In the event that the Union objects that there has been a significant change in coverage or benefits, such claim shall be subject to the grievance/arbitration procedure.

Section 18.2. Waiver of Insurance. The Village will pay the sum of \$300 per month to any eligible employee/spouse who decline all group medical coverage from the Village and will pay the sum of \$150 per month to any unmarried employee waiving single coverage. These

payments will be in addition to all other benefits and are not counted in the hourly compensation rate.

Section 18.3. Retirement Health Insurance. The Village shall pay to the insurance carrier 50% of the family group medical insurance premium or 100% of single group medical insurance premium for 36 months, or 100% of the employee + spouse group medical insurance for 18 months, or \$300 per month for 36 months (at the option of the employee) after retirement of any employee age 50 or greater having at least 20 years of service. Alternatively, the Village shall pay to the insurance carrier 60% of the single group medical insurance premium for 72 months or 60% of family or the employee + spouse for 48 months. Pursuant to state and federal law, the employee may opt to remain in the group by paying the applicable premium.

All bargaining unit members shall be eligible to participate in the established Retiree Healthcare Funding Plan (RHFP) through IPPFA. The Village will contribute one hundred dollars (\$100.00) per year to each employee who has established a RHFP Fund beginning when the accounts are set-up and every January 1st for the term of this Agreement.

ARTICLE XIX MISCELLANEOUS PROVISIONS

Section 19.1. Bulletin Board. Only a Union representative may place informational material on a separate bulletin board maintained by it provided: the Union is clearly identified in the material; the contents of the material are related to the activities of the Union and are not partisan, political or defamatory in nature; the Union assumes all costs incidental to the posting of the material; and the Union provides a copy of such material to the Director upon posting.

Section 19.2. Visit By A Union Representative. Authorized representatives of the Union shall have a reasonable access to the facilities of the Village for the purpose of investigating grievances, attending grievance hearings, and for other reasons relating to the administration of the Agreement. Such authorized personnel shall notify the Director or the applicable deputy director prior to or upon arrival. Such visitation shall not interfere with the operations of the Village and must be conducted during the employee's break time, lunch time, or before/after work.

Section 19.3. Residency. Employees must maintain residency within a 25 mile radius of the Village; however, no employee residing outside the 25 mile radius on January 1, 1998 shall be required to maintain residency. The Village Board of Trustees may waive the residency requirement for employees, but no such decision shall be grievable.

Failure to establish or maintain residency in the Village as required in this Section shall constitute grounds for discharge.

Section 19.4. On-Duty Injury. In the event that an employee suffers a disability because of an on-duty injury, the employee is advised of his rights under the Worker's Compensation Act, 820 ILCS 305/1, et seq., and under the Illinois Pension Code, 40 ILCS 5/7-101.

Section 19.5. Traditional Work and Subcontracting. Any work which has been traditionally performed by the employees shall continue to be performed by said employees. Supervisors shall not perform non-supervisory bargaining unit work except in emergencies or when bargaining unit employees are not available.

The right to introduce new methods of operations, to eliminate, relocate, transfer or subcontract work and to maintain efficiency in the Department of Public Works is vested exclusively in the Village. Except when an emergency situation exists, before the Village changes its policy involving the overall subcontracting of work which will result in the layoff of employees, the Village will notify the Union 60 days before subcontracting and offer the Union an opportunity to discuss its intention to subcontract work.

Section 19.6. Crew Leader. Any employee (except in the foreman, equipment operator, or utility operator classifications) who is designated a crew leader; shall be paid an additional \$1.00 per hour over the normal rate of pay. Nothing herein shall require the Village to designate a crew leader in any case.

Section 19.7. Labor Management Conference. The Union and the Village agree that in the interest of maintaining communications between the parties and in order to cooperatively discuss and solve problems of mutual concern, meetings may be held by mutual agreement between employee representatives, union staff representatives and responsible administrative representatives of the Employer. Such meetings may be requested at least 7 days in advance of either party by placing in writing a request to the other for a "labor-management conference" and expressly providing the agenda for such meeting.

Section 19.8. Training. In the event that the Village requires an employee to attend training other than during the normal hours of work, the employee shall be paid at the overtime rate of time and one-half if such training and work exceeds 8 hours per day. The Village may direct an employee to attend training during any hours and at any location; however, the employee shall be paid for time of travel to and from the training location in addition to time actually spent on training.

Section 19.9. Acting Up Pay. An employee in a lower rated job who is directed to perform and does in fact perform substantially all of the duties of the absent employee in a higher rated job for a work day will be paid at the higher rate of pay. The provisions of this section do not apply to an employee who sporadically (less than 8 hours per week) performs the duties of a higher rated job or is voluntarily training for a higher rated job.

Section 19.10. License/Certification Reimbursement. The Village shall reimburse employees for the cost of Commercial Driver's License (COL), Community Water Supply Operator licenses and Licensed Public Applicator licenses upon proof of payment. The Village agrees that an employee may use a Village vehicle during work hours for CDL testing at such times as approved by management so as not to interfere with operations.

discussions if such discussions are desired. The failure of the Union to request discussions shall act as a waiver of the right to such discussions by the Union.

**ARTICLE XXIV
WAIVER**


The Village and the Union acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the area of collective bargaining. The understandings, conditions, and terms of this Agreement were arrived at by the Village and the Union after the exercise of that right and opportunity. Therefore, the Village and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to, or covered by this Agreement, or with respect to any subject or matter not specifically referred to or covered in this Agreement.

**ARTICLE XXV
EFFECTIVE DATE AND RETROACTIVITY**

All of the provisions herein shall become effective on the date of execution by the Village and the Union. The provisions of Article XVI, Wages, shall be retroactive to May 1, 2022 for all employees now employed at the Village or who have retired eligible with an IMRF pension since that date.

This agreement executed this September 19, 2022.

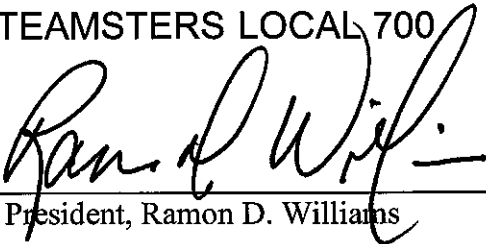
VILLAGE OF EVERGREEN PARK



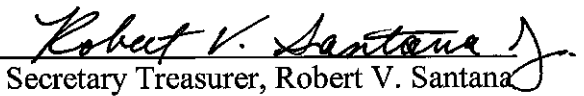
Mayor

Village Clerk

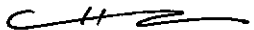
TEAMSTERS LOCAL 700



President, Ramon D. Williams



Secretary Treasurer, Robert V. Santana

09-02-2022


Section 19.11. Operation of Equipment. Except in emergencies, or when in training under the supervision of a trainer, equipment shall be operated by competent personnel as shown on Exhibit C.

Section 19.12. Accident Report. Unless an employee has been suspended, the Village agrees to remove an accident report from the employee's file no later than 3 years following the date of the incident. If an employee has been suspended, after 3 years the accident report shall not be used in any promotional process, but it can be used in the disciplinary process.

ARTICLE XX UNION BUSINESS LEAVE

An employee who has been selected as a Union delegate to attend Union conventions or meetings shall be allowed a leave of absence without pay, subject to the approval of the Director, to attend such convention or meeting. In no event shall more than two employees be granted such leave, and leave shall only be granted if the operations and services of the Department will not be disrupted.

ARTICLE XXI SAFETY COMMITTEE

The Village and the Union agree that a Joint Safety and Health Committee shall be established consisting of two members each from the Village and the Union. The Committee shall meet for the purpose of identifying unsafe or unhealthy working conditions which may exist considering the nature and requirements of the work locations and job functions to be performed by the employees.

ARTICLE XXII SAVINGS CLAUSE

In the event that any of the provisions of this Agreement shall be or become legally invalid or unenforceable, such invalidity or unenforceability shall not affect the remainder of the provisions hereof.

ARTICLE XXIII MAINTENANCE OF BENEFITS

All economic benefits which are not set forth in this Agreement and are currently in effect shall continue and remain in effect until such time as the Village shall notify the Union of its intention to change them. Upon such notification, and if requested by the Union, the Village shall meet and discuss the effects of such change before it is finally implemented by the Village. Any change made without such notice shall be considered temporary pending the completion of such meet and confer discussions. If the Union becomes aware of such a change and has not received notification, the Union must notify the Village as soon as possible and request

SCHEDULE D - EQUIPMENT

MAINTENANCE MAN:

1. Small tractor # 11, 13, riders #3 9, 40
2. Lawnmowers
3. Lawn and garden maintenance equipment
4. Chipper
5. Roller
6. Bobcat
7. Dump truck with or without snowplow
8. Utility van, pickup truck and automobiles
9. Cement mixer

UTILITY OPERATOR:

1. All equipment for Maintenance Man
2. Sweeper
3. Air Compressor
4. Stumper
5. 4" Trailer Pump
6. Sweeper Vac-AJJ
7. Front end loader (includes front bucket on backhoe)
8. Ice Cleaning machine

EQUIPMENT OPERATOR:

1. All equipment for Maintenance Man and Utility Operator
2. Aerial Tower
3. Clam Truck
4. Grader
5. Combination Backhoe & Loader
6. Combination Backhoe with Breaker
7. Vactor/Sewer Jet

SCHEDULE A

		CURRENT	5/1/22- 4/30/23	5/1/23- 4/30/24	5/1/24- 4/30/25	5/1/25- 4/30/26
			3%	3%	3%	3%
		YEARLY	YEARLY	YEARLY	YEARLY	YEARLY
PUBLIC WORKS FOREMAN (1)		\$88,708	\$91,369	\$94,110	\$96,934	\$99,842
	11 th - 15 th Year	\$89,242	\$91,919	\$94,677	\$97,517	\$100,443
	16 th - 20 th Year	\$89,780	\$92,473	\$95,248	\$98,105	\$101,048
	21 or more Years	\$90,317	\$93,027	\$95,817	\$98,692	\$101,653
PARKS FOREMAN (1)		\$75,403	\$77,665	\$79,995	\$82,395	\$84,867
	11 th - 15 th Year	\$75,938	\$78,216	\$80,563	\$82,980	\$85,469
	16 th - 20 th Year	\$76,474	\$78,768	\$81,131	\$83,565	\$86,072
	21 or more Years	\$77,013	\$79,323	\$81,703	\$84,154	\$86,679
		HOURLY	HOURLY	HOURLY	HOURLY	HOURLY
MECHANIC (1)		\$43.51	\$44.82	\$46.16	\$47.54	\$48.97
	11 th - 15 th Year	\$43.79	\$45.10	\$46.46	\$47.85	\$49.29
	16 th - 20 th Year	\$44.02	\$45.34	\$46.70	\$48.10	\$49.54
	21 or more	\$44.29	\$45.62	\$46.99	\$48.40	\$49.85

	Years					
FABRICATOR (1)		\$41.58	\$42.83	\$44.11	\$45.44	\$46.80
	11th- 15th Year	\$41.83	\$43.08	\$44.38	\$45.71	\$47.08
	16th- 20th Year	\$42.10	\$43.36	\$44.66	\$46.00	\$47.38
	21 or more Years	\$42.33	\$43.60	\$44.91	\$46.26	\$47.64
WATER PLANT OPERATOR- CLASS C (1)		\$40.53	\$41.75	\$43.00	\$44.29	\$45.62
	11th- 15th Year	\$40.78	\$42.00	\$43.26	\$44.56	\$45.90
	16th- 20th Year	\$41.03	\$42.26	\$43.53	\$44.83	\$46.18
	21 or more Years	\$41.29	\$42.53	\$43.80	\$45.12	\$46.47
MECHANIC'S HELPER (1)		\$35.82	\$36.89	\$38.00	\$39.14	\$40.32
	11th- 15th Year	\$36.08	\$37.16	\$38.28	\$39.43	\$40.61
	16th- 20th Year	\$36.34	\$37.43	\$38.55	\$39.71	\$40.90
	21 or more Years	\$36.60	\$37.70	\$38.83	\$39.99	\$41.19
SIGN FABRICATOR (1)		\$35.82	\$36.89	\$38.00	\$39.14	\$40.32
	11th- 15th Year	\$36.08	\$37.16	\$38.28	\$39.43	\$40.61

	16th-20th Year	\$36.34	\$37.43	\$38.55	\$39.71	\$40.90
	21 or more Years	\$36.60	\$37.70	\$38.83	\$39.99	\$41.19
EQUIPMENT OPERATOR						
(Maximum 6)						
	11th-15th Year	\$35.95	\$37.03	\$38.14	\$39.28	\$40.46
	16th-20th Year	\$36.21	\$37.30	\$38.42	\$39.57	\$40.75
	21 or more Years	\$36.46	\$37.55	\$38.68	\$39.84	\$41.04
		HOURLY	HOURLY	HOURLY	HOURLY	HOURLY
UTILITY OPERATOR						
(Maximum 7)						
	11th-15th Year	\$34.37	\$35.40	\$36.46	\$37.56	\$38.68
	16th-20th Year	\$34.62	\$35.66	\$36.73	\$37.83	\$38.97
	21 or more Years	\$34.88	\$35.93	\$37.00	\$38.11	\$39.26
MAINTENANCE WORKER						
GRADE 5						
	11th-15th Year	\$32.44	\$33.41	\$34.42	\$35.45	\$36.51
	16th-20th Year	\$32.69	\$33.67	\$34.68	\$35.72	\$36.79

	21 or more Years	\$32.95	\$33.94	\$34.96	\$36.01	\$37.09
GRADE 4		\$29.88	\$30.78	\$31.70	\$32.65	\$33.63
GRADE 3		\$28.80	\$29.66	\$30.55	\$31.47	\$32.41
GRADE 2		\$27.73	\$28.56	\$29.42	\$30.30	\$31.21
GRADE 1		\$26.65	\$27.45	\$28.27	\$29.12	\$29.99