

TOWNSHIP OF NEPTUNE

ORDINANCE NO. 22-37

AN ORDINANCE TO AMEND VOLUME I, CHAPTER IX OF THE CODE OF THE TOWNSHIP OF NEPTUNE TO IDENTIFY WORK HOURS AND CONDITIONS FOR EMERGENCY MEDICAL SERVICE TECHNICIANS

WHEREAS, the Township of Neptune employs full-time Emergency Medical Service Technicians; and

WHEREAS, the Township of Neptune Personnel Code does not presently identify specific work periods for Emergency Medical Service Technicians; and

WHEREAS, Emergency Medical Service Technicians provide essential services to the residents of Neptune;

NOWTHEREFORE BE IT ORDAINED, by the Township Committee of the Township of Neptune that the Code of the Township of Neptune following sections of the Township Code are hereby amended as follows:

Section 1.

§9-3 TIME AND ATTENDANCE.

§9-3.1 Standard Work Periods.

The standard weekly and hourly work period for Township employees is as follows:

Department	Time Range	Hours	Lunch	Refreshment Break
Monday to Friday				
Administrative Departments	8:00 a.m. to 4:30 p.m.	8	1 hr. period	2
Public Works and Sewer	6:30 a.m. to 3:00 p.m.	8 1/2	1/2 hr. period	2
Monday to Sunday				
Custodians	24 hours daily	8 1/2	1/2 hr. break	2
Emergency Medical Services	24 hours daily	12 to 14	1/2 hr. period	3
Police civilians	6:30 a.m. to 4:30 p.m.	8	1 hr. period	2
Police/jailers	24 hours daily		1/2 hr. break	0
Library	In accordance with schedule established by the Library Trustees			
Recreation	Same as Administrative Departments, but may flex schedule to accommodate program activities			

§9-7 SICK LEAVE

§9-7.7 Payment for Sick Leave; Full-Time and Part-Time, Permanent or Probationary Employees Only.

The rules which follow apply to the payment of salaries during periods of illness or disability of regular, permanent or probationary full-time employees. Probationary or permanent part-time employees are eligible on a prorated basis. Casual employees are not entitled to compensation for such absences.

- a. Permanent and Probationary Full-Time Employees. Permanent and probationary full-time employees will accumulate paid sick leave during a calendar year at the rate of 1 1/4 working days per month. If an employee uses none or only a portion of this allowable sick leave during any calendar year, the amount of this leave not taken accumulates to his/her credit from year to year, and the employee is entitled to use the accumulated sick leave with pay if and when needed. No employee shall accumulate sick leave benefits during those months in which the employee is not performing his normal work assignment. The department head or supervisor shall provide each employee within his/her department a report of his/her sick leave, unused vacation and personal days to the employee's next anniversary date, and compensatory time records. Said information shall be supplied within five working days of the receipt of the request from the employee. Each employee shall be entitled to make such a request once a year.
 - i. **An exception to the accrual for sick time will apply to all Full Time Emergency Medical Technician employees who shall be awarded eight (8) hours of sick leave upon the completion of each month of employment, up to a total of seven hundred-twenty (720) hours. All other terms of this subsection apply.**

- b. Any full-time or probationary employee who does not incur any sick days in an anniversary year will receive 3 1/2 days off the following anniversary year for perfect attendance. The employee may elect to receive same either in pay or time off. The incurring of job-related disability or injury leave shall not impact upon the perfect attendance record. Probationary or permanent part-time employees are eligible on a prorated basis. No employee shall be allowed to work and endanger the health and well-being of other employees and if the employee's condition warrants, the employee may be directed to take sick leave. The department head or supervisor may direct the employee to the Township physician for an opinion as to the eligibility of the employee to be absent from work. Any employee who takes sick leave after he/she has already worked a portion of the work day may use 1/2 day of his/her leave benefits.
 - i. **An exception to the allowable time for perfect attendance will apply to all Full Time Emergency Medical Technician employees who shall receive thirty-two (32) hours of paid leave for perfect attendance. All other terms of this subsection apply.**

§9-10 Health Benefits

§9-10.3 Employee Contribution Towards Health Benefits

The Township desires to comply with the provisions of **Chapter 78, PL 2011**, which defines the requirements of contributions by active employees towards the cost of employee health benefits.

- a. All active employees enrolled in the Township's Health Benefits Plan shall be required to contribute at least 1.5% of their annual base pay towards the cost of the health benefits.

- b. If a subsequent employment contract is negotiated with a contribution rate higher than 1.5%, the employee(s) covered under such subsequent contract shall contribute at the rate negotiated in the subsequent contract but in no instance shall a subsequent contract require a contribution of less than 1.5%.

c. The percentage rate of contribution is determined based on the employee's annual salary and the selected level of coverage.

d. Each employee receiving health benefits shall have a pre-tax payroll deduction each pay period at an amount such that the annual contribution toward health benefits meets the provisions as described herein.

e. Active employees who waive health benefits coverage shall not be required to contribute toward the cost of health benefits.

Section 2. If any subsection, paragraph or provision of this Ordinance is declared to be invalid by a court of competent jurisdiction, such finding shall not affect the remaining provisions of this Ordinance.

Section 3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

Section 4. This Ordinance shall be published and shall take effect following adoption and approval, all as required by and in accordance with law.

Motion/ Second	Roll Call To Adopt On First Reading	YAY	NAY	ABSTAIN	ABSENT	Adopted on First Reading Dated: June 27, 2022
	Dr. Michael Brantley	X				
	Keith Cafferty	X				
Motion	Robert Lane, Jr.	X				
Second	Tassie D. York	X				Gabriella Siboni, RMC
	Nicholas Williams				X	Township Clerk

Motion/ Second	Roll Call To Adopt On Second and Final Reading	YAY	NAY	ABSTAIN	ABSENT	Adopted on Second Reading Dated: July 25, 2022
	Dr. Michael Brantley				X	
Second	Keith Cafferty	X				
Motion	Robert Lane, Jr.	X				
	Tassie D. York	X				Gabriella Siboni, RMC
	Nicholas Williams	X				Township Clerk

Gabriella Siboni
Township Clerk

Nicholas Williams
Mayor