



CITY OF LIBBY

952 E. SPRUCE | POST OFFICE BOX 1428

PHONE 406-293-2731 | FAX 406-293-4090 | WEBSITE: www.cityoflibby.com

REGULAR COUNCIL MEETING #1631

JUNE 19, 2023 @ 7:00 PM

COUNCIL CHAMBERS – CITY HALL

CALL TO ORDER:

- Pledge of Allegiance
- Prayer Marcus Girod
- Roll Call
- Welcome
- Approve City Council meeting #1630 minutes dated June 5, 2023.

ANNOUNCEMENTS: LOR Invitation and Coal Endowment Program Grant.

COMMITTEE REPORTS:

- City Administrators Report
- Fire
- Police
- Ordinances
- Lights/Streets/Sidewalks
- Building
- Water/Sewer
- Zoning Commission
- Cemetery/Parks
- Finance
- Wildlife
- City-County Board of Health
- Park District Manager of Projects

PUBLIC COMMENT ON NON-AGENDA ITEMS: This is an opportunity for the public to offer comments related to issues that are not currently on the agenda that the council has jurisdiction over. Public comment is limited to 3 minutes.

OLD BUSINESS: Each previous agenda item will be introduced by the mayor with a description of the item and explanation for the recommended action to be taken. Following council discussion on each item there will be an opportunity for public comment. Public comment is limited to 3 minutes concerning the agenda item being discussed only.

1. Approve and Adopt Ordinance #2008, Second Reading, Parking.
2. Approve business license for LAC Arms and Cerakote LLC.
3. Annexation resolution.

NEW BUSINESS: The mayor will introduce each new agenda item with a description of the item and an explanation for the recommended action to be taken. Following council discussion on each item, there will be an opportunity for public comment. Public comment is limited to 3 minutes concerning the agenda item being discussed only.

1. Dean Campbell, Libby Nomad GCS facilities - Introduction.
2. Jerry Bennett - Port update.
3. Approve Riverfront Blues Festival noise variance request for August 12th and 13th.
4. Approve LOR grant for Libby Police Department.
5. Approve Collective Bargaining Agreement.
6. Approve all claims received to date.
7. Approve all business license applications received to date.
 - a) A Lazy Buzz LLC, 314 Mineral, LLC., Smoking alternatives, CBD, gifts, and clothing.
 - b) Brian's Plumbing and Heating, 148 Manor Dr., Individual, Residential plumbing and heating service.
 - c) C & D Handyman Services LLC., 31189 US Hwy 2, LLC., Handyman, contracting, landscaping, and tractor work.
 - d) McAbee Teck, 17 Two Bit Cir. #13, Individual, Mobile computer I.T. support.

UNFINISHED BUSINESS: Each item will be introduced by the mayor (or assigned liaison) with a description of the item. Following council discussion on each item, there will be an opportunity for public comment. No action will be taken. Public comment is limited to 3 minutes concerning each item.

GENERAL COMMENTS FROM COUNCIL: Public comment will not be taken during this portion of the meeting.

ADJOURNMENT:

The manner of Addressing Council:

- Each person, not a Council member, shall address the Council at the time designated in the agenda or as directed by the Council, by stepping to the podium or microphone, giving that person's name and address in an audible tone of voice for the record, unless further time is granted by the Council, shall limit the address to the Council to three minutes.
- All remarks shall be addressed to the Council as a body and not to any member of the Council or Staff with no personal remarks allowed.
- No person, other than the Council and the person having the floor, shall be permitted to enter any discussion either directly or through a member of the Council, without the permission of the Presiding Officer.
- Any person making personal, impertinent, or slanderous remarks or who shall become boisterous or disruptive during the council meeting shall be forthwith barred from further presentation to the council by the presiding officer unless permission to continue is granted by a majority vote of the council.

ATTENTION:

To access this meeting electronically with **ZOOM**,
Dial: 253-215-8782
Meeting ID: **4042719951**
Password: **151041**
Posted: 6/15/23

ORDINANCE NO. 2008

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBBY, MONTANA
ADDING A NEW CHAPTER TO TITLE 17, ENTITLED “PARKING STANDARDS”**

WHEREAS, the City of Libby is lacking uniform parking standards; and

WHEREAS, there have been several instances in our growing community wherein insufficient off-street parking has been constructed with new development; and

WHEREAS, such minimum parking requirements will ensure future residents have adequate parking space to prevent conflict with neighbors and maintain safe access in streets and alleyways.

NOW, THEREFORE, be it ordained by the City Council of the City of Libby, Montana the following Title 17, Chapter 34 is hereby adopted:

Chapter 17.34 PARKING STANDARDS – OFF STREET

New Residential Uses shall provide 2 parking spaces per dwelling unit. All other uses shall conform to the provisions and requirements set forth in 17.25.070 Parking, unless otherwise specified in different districts.

This Ordinance is effective thirty (30) days after its adoption by the City Council of the City of Libby, Montana, and signing by the Mayor thereof.

FIRST READING and approved by City Council on the 15th day of May 2023.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LIBBY,
MONTANA** on this 5th day of June 2023.

Attest:

Peggy Williams, Mayor

Leann Monigold, Clerk/Treasurer

From: Tabitha Viergutz <tabitha@lorfoundation.org>
Sent: Thursday, June 15, 2023 11:46 AM
To: clerk.treasurer@cityoflibby.com
Subject: LOR Funding for Libby Police

Good morning Leann,

I would like to have time on the agenda for approval of a grant for the Libby Police Department and their need for equipment to increase and sustain their health and safety. This grant has a total budget of \$16840.00 for a complete PRX Performance Couple Elite Package x2 (with specific weights and adjustments to the system for the department needs per Chief Cody Ercanbrack) as well as a Concept 2 Rower Machine. According to Chief Ercanbrack- "Regular exercise is proven to drastically reduce stress which reduces the chances of officers struggling with stress related issues with the law enforcement profession. With my officers being more well adjusted they can have longer healthier careers, make faster, more sound decisions under high stress, and are less likely to use excessive force all of which are huge benefits to the citizens of Libby."

I will send you the intent to fund from LOR before the meeting but would like time on the agenda and a vote of the council to accept funds for the Libby Police Department Solution.

Best

Tabitha Viergutz

Libby Community Officer | LOR Foundation

Direct: (406) 250-5218

tabitha@lorfoundation.org | [@LORFoundation](https://www.instagram.com/LORFoundation)

[Tabitha's Calendar](#)



This email from the LOR Foundation (and any attachments) is confidential and is meant only for the individual(s) or entity to whom it is addressed. If you are not the designated recipient of this message, you are not authorized to read, print, retain, copy or disseminate this message or any part of it. If you have received this message in error, please destroy and/or delete all copies of it and notify the sender of the error by return email. This communication does not alter or amend any grant agreement or use of funds statement in effect between the recipient and the LOR Foundation.

Collective Bargaining Agreement

Between

City of Libby, Montana

And

AFSCME

Libby Montana Municipal Employees

Local 3034

July 2, 2023 - June 29, 2025

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**Libby Montana Municipal Employees
A.F.S.C.M.E. Local 3034**

AGREEMENT

PREAMBLE

This Agreement is effective upon ratification by Employees and approval of the Employer, and is by and between the City of Libby, Montana, hereinafter referred to as the "Employer", and Local 3034 of the American Federation of State, County and Municipal Employees, Montana State Council No. 9, hereinafter referred to as the "Union". In addition to the provisions contained in the Agreement, the provisions contained in addendum B shall also apply to employees of the Police Department. In consideration of the mutual covenants set forth herein, the Employer and the Union agree as follows.

Article 1. Recognition

In compliance with the provisions of the Montana Public Employees Collective Bargaining Act, as amended, and pursuant to certification of the Montana Department of Labor and Industry, Board of Personnel Appeals, Case No. 1624-2001, the Employer recognizes the Union as the exclusive bargaining representative of all full-time and regular part-time employees of the City of Libby, Libby, Montana, but excluding all supervisory, managerial, confidential, the Chief of Police, temporary employees, seasonal employees working less than 180 days in any fiscal year and other employees excluded pursuant to the terms of the aforementioned Act.

The Employer does not have a formal orientation process for new employees. The Employer will notify the Union's local president when new employees are hired, and the president may speak with the new hire(s) about the Union.

Article 2. Definitions

For the purposes of this Agreement, the following definitions shall apply:

- 2.1 "Full-time employee" shall mean an employee normally scheduled to work 40 hours per week.
- 2.2 "Regular part-time employee" shall mean an employee who is assigned to a position designated by the Employer as permanent, but who normally works less than 40 hours per week.
- 2.3 A "probationary employee" shall mean an employee who has worked for the Employer less than 12 continuous months since last date of hire.
- 2.4 "Immediate family" shall refer to the employee's spouse, child, father, mother, brother, sister, grandparent, grandchild, or guardian, or relatives of the employee's spouse in like degree.
- 2.5 "Departments" for the purpose of this Agreement are as follows: police, streets, water treatment, water distribution, wastewater, and city hall.

Article 3. Management Rights

- 3.1** Except as limited by a specific provision of this Agreement the Employer reserves and retains, solely and exclusively, all of its managerial rights, power and authority to manage and operate its business and direct the workforce as such rights, powers and authority existed prior to the execution of this Agreement. Such rights include, but are not limited to, the following:
- A. Direct employees,
 - B. Hire, fire, promote, transfer, assign, and retain employees,
 - C. Relieve employees from duties because of lack of work or funds, or Under conditions where continuation of such work would be Inefficient or non-productive,
 - D. Maintain the efficiency of government operations,
 - E. Determine the means, methods, job classifications, and personnel by which government operations are to be conducted,
 - F. Take whatever actions may be necessary to carry out the missions of the Employer,
 - G. Establish the methods and processes by which work is performed,
 - H. Promulgate, adopt, and amend rules and regulations in connection with the Employer's operations and the conduct of its employees,
 - I. designate smoking and non-smoking areas, and,
 - J. Test for the use of controlled substances or alcohol as permitted by applicable law.
- 3.2** The Employer will mail to the Local Union President copies of proposed changes to its Personnel Policies and Procedures at least two weeks prior to their adoption.
- 3.3** The Employer will give a copy of its Personnel Policies and Procedures to new employees at time of hire and will maintain an up-to-date set in each department and at City Hall.

Article 4. Union Security

4.1 Membership Requirements:

All current employees and any future employees who are not members of the Union and who do not make application for membership within 30 days of employment, shall, as a condition of employment, pay to the Union the prescribed representation fee as a contribution toward the administration of this Agreement. Employees who fail to comply with this provision shall be discharged by the Employer within 10 days after receipt of such written notification by both the employee and the Employer. At month's end during this Agreement the city will notify the Union by email of changes in members of the Bargaining Unit (e.g., new hires and separations) that month.

The Union shall indemnify and hold the Employer harmless against any and all claims, suits, orders and judgments brought or issued against the Employer as a result of any action taken by the Employer pursuant to the provisions of this Article. The indemnification provided herein shall include, but not be limited to, the recovery of costs and attorney fees.

An employee who is a member of a bona fide religious sect whose established and traditional beliefs oppose joining or financially supporting a labor organization shall not be required to join or financially support the Union if, in lieu of periodic dues or fees, the employee pays an equivalent sum of money to a non-religious, non-union charity designated by the Union. The employee must provide the Union with proof of payment upon request.

4.2 Dues Deduction:

Upon receipt of a signed authorization from an employee, the Employer shall deduct from pay, the amount of monthly dues owed the Union and shall remit the same as the Union directs. The Union will provide the Employer with written certification stating the amount of its monthly dues. Each authorization shall continue until revoked by an employee. The Employer's remittance to the Union shall be deemed correct if the Union does not give the Employer written notice of any errors and the reasons therefore within two (2) calendar weeks after the remittance is mailed.

Article 5. Union Rights

5.1 Representative Access:

An authorized representative of the Union, upon notification to the designated representative(s) of the Employer, shall be entitled to access the Employer's premises during regular business hours, provided that the Union shall conduct Union business in the employee break areas during employee break or mealtimes. The Union representative shall not interfere with the work of the employees, or with members of the public who are on the Employer's premises.

5.2 Stewards:

The Union shall notify the Employer in writing of employees designated as union steward(s) and shall further notify the Employer in writing of any changes in such designation.

5.3 Bulletin Board:

The Union shall have access to a reasonable amount of space on the employee bulletin board for posting union notices. Such notices shall not contain any derogatory or defamatory statements regarding the city of Libby, city officials or other employees.

5.4 Meeting Room:

The Union shall be allowed to use a meeting room in City Hall to conduct regular monthly meetings. Meetings must be scheduled through the Clerk's office and scheduling is subject to availability.

5.5 Discipline and Discharge:

Non-probationary employees shall be disciplined and discharged only with just cause.

5.6 Personnel Files:

An employee may view his/her personnel file in the Employer offices at reasonable times and may obtain one copy of any such material at no cost to the employee. The Employer will provide a copy of any unsigned disciplinary action to the Local Union President by return receipt mail.

Article 6. Non-Discrimination

The Employer recognizes the rights of employees to engage in protected activities under the Montana Public Employees Collective Bargaining Act (Title 39 Chapter 31) the exclusive remedy for any violation of the Act is provided in the statute.

Article 7. Bargaining Unit Work

Supervisors and non-bargaining unit employees may perform bargain unit work without violating this Agreement, provided it does not result in the direct and immediate layoff or reduction of hours of a bargaining unit employee.

Article 8. Workday/Week

8.1 Work Week:

The workweek shall be defined as Sunday at 12:00am through Saturday at 11:59pm.

8.2 Break and Meal Periods:

All employees shall be entitled to a 15-minute rest period during the first half of the shift and a 15-minute rest period during the second half of the shift, with a lunch period of not less than 30 minutes scheduled as near to the middle of the daily shift as possible. Supervisors shall designate the times and location for such lunch and rest breaks.

Article 9. Seniority, Layoff & Recall

9.1 Seniority Defined:

For the purposes of this Agreement, seniority shall mean the length of an employee's continuous, uninterrupted employment with the Employer since the employee's last date of hire.

9.2 Termination of Seniority:

Seniority shall terminate, and with it the employment of the employee by the Employer, for any of the following reasons:

- A. If the employee voluntarily terminates or separates,
- B. If the employee is terminated by the Employer, subject to the provisions of the Grievance/Arbitration procedure, if applicable,
- C. If the employee is absent without notifying the Employer, unless later excused by the Employer,
- D. If continuous layoff extends beyond 12 months or the employee rejects a recall notice, whichever comes first,
- E. If an employee on lay off fails to respond to a recall notice within five (5) working days after being notified to report by certified mail, sent to the last residence address of the employee according to the Employer's records,
If an employee is off work due to illness or non-job-related injury in excess of 12 months following the exhaustion of all paid leave time,
- G. If an employee is off work due to an on-the-job illness or injury in excess of 18 months,
- H. If an employee obtains a leave of absence for false reasons or fails to report to work on his/her first scheduled workday following a leave of absence.

An employee who is away from work on a non-pay status shall not accrue seniority or benefits unless required by law.

9.3 Seniority Lists:

The Employer shall maintain a seniority list for all employees. Copies of such list shall be available to the Union upon request.

9.4 Layoff:

Layoffs shall be by department. Employees shall be laid off in the reverse order of seniority (the City will first look to seasonal employees, then probationary employees, and next regular employees), provided the remaining employees have the present skill and ability to perform the available work. Employees scheduled to be released shall be given 10 working days' notice in writing.

Seasonal employees shall not be hired for the purpose of replacing bargaining unit employees.

9.5 Bumping Rights:

An employee subject to layoff may, by written notification to the Employer within 10 working days of receipt of notice of pending layoff, bump the least senior employee in the bargaining unit when the employee subject to layoff is more senior and can demonstrate to the City's satisfaction that he/she can perform the requirements of the position. Employees of the Police Department may not bump employees in other city departments and employees in departments other than the Police Department may not bump employees in the Police Department.

9.6 Recall:

Recall to employment shall likewise be in order of seniority within the department and the last employee released shall be the first recalled to work when the Employer needs additional employees. The Employer shall notify employees to return to work by certified mail to the employee's last known address, with a copy to the Union. In the event an individual was laid off from a full-time position, he/she may decline recall to a part-time position without being deemed to have resigned or losing his/her rights to recall.

Article 10. Vacancies and Job Openings

Job openings or vacancies occurring in the bargaining unit will be posted in each department for at least five working days. The posting shall contain the following information:

- A. Job Title,
- B. Position Description,
- C. Wage Rate
- D. Work Schedule,
- E. Starting Date,
- F. Deadline for Application.

When a position within the bargaining unit becomes vacant, the employer will fill such position based on the following criteria,

- A. Skills and abilities necessary to perform the duties of the position, and
- B. Performance evaluations.

When the City determines the above criteria are equal among the applicants for a position, seniority shall be the determining factor in the award of the position. During the first 60 calendar days on the new job, the employee may return to the former position or the employer may require that the employee return

Article 11. Education and Training

11.1 Course Work:

An employee wishing to take courses related to his or her work may apply to the Employer for cost reimbursement for such training. Reimbursement shall be in accordance with City policy as it exists at the time each request is made.

11.2 Commercial Driver's License:

The Employer shall reimburse employees required to maintain a CDL for employment purposes for the cost of said CDL and for required physical examinations.

11.3 Water/Sewer/Distribution Certification:

Employees hired into a position that has a State Certification attached after 2 July 2023 will have three years and three chances, paid for by the city, to become certified. After three failed opportunities, the employee must pay for any additional testing and training, including time off, travel, and per diem, to become certified and the employee must also take the examination at least annually and receive a higher score than the previous test to remain qualified for the position. Failure to comply will result in termination. The following positions contain certification requirements.

- A. Water Treatment Plant Leadman,
- B. Water Treatment Plant Operator (2),
- C. Water Distribution Operator,
- D. Meter Reader,
- E. Wastewater Treatment Plant Leadman,
- F. Wastewater Treatment Plant Operator (2).

As of 2 July 2023, any employee who has previously failed certification examinations will receive two additional years and two additional chances to become certified.

Article 12. Grievance and Arbitration Procedure

12.1 Grievance Defined:

A grievant shall be defined as any employee or group of employees who has/have successfully completed the probationary period and is/are covered by this Agreement.

A grievance shall be any dispute or complaint concerning the interpretation, application, or compliance with this Agreement, or whether the discipline or discharge of an employee who has successfully completed all probationary periods was for just cause.

A formal grievance must be submitted in writing setting forth the incident(s) which is/are the basis for the grievance, the date(s) on which the event(s) occurred giving rise to the grievance, the portion(s) of this Agreement allegedly violated, and the requested remedy.

No employee shall be required to meet with any Employer representative at any step of a grievance without union representation.

The grievant, Union representative, and other employees whose attendance is required will be paid for meeting time that occurs during an employee's scheduled work time.

12.2 Discharge:

A grievance challenging a discharge from employment of a grievant shall be initiated at Step 2. An employee who has not successfully completed his/her probationary period may be discharged by the Employer without the individual having recourse to this grievance procedure.

12.3 Time Limits:

The time limits specified in the Agreement may be extended by mutual agreement in writing between the Employer and the grievant or Union. Reference to days regarding time periods in the grievance procedure shall refer to business days Monday through Friday, excluding holidays.

Any grievance not presented within the time limits specified in this Article and any grievance not appealed from one step to another within the time limits specified, shall be considered settled on the basis of the Employer's last answer. In the event the Employer fails to answer a grievance within the time limits specified, the grievance shall be considered denied as of the last day on which the Employer's response was due. The grievance shall then go to the next level of the grievance procedure, provided the grievant shall observe the procedure necessary to preserve the grievance at the next level.

12.4 Grievance Process:

A grievance shall be handled in the following manner.

- Step 1** The grievant and/or Union is encouraged to discuss the grievance with the grievant's immediate supervisor in an effort to informally resolve the matter.

- Step 2** In the event the grievant and the immediate supervisor are unable to resolve the matter, the grievant shall reduce the grievance to writing and present it to the City Administrator or the Chief of Police (whichever is appropriate) within 10 days following the occurrence of the event giving rise to the grievance. The City Administrator or the Chief shall respond in writing within 10 days after presentation of the grievance.

- Step 3** If the grievant is not satisfied with the resolution proposed at Step 2, the grievant has 10 days from the date of the response at Step 2 to submit the grievance to the Mayor. The Mayor shall respond in writing within 10 days following the presentation of the grievance at this Step.

- Step 4** In the event the grievant is not satisfied with the decision of the Mayor, the grievant may file a notice of intent to arbitrate with the city within 10 days following the issuance of the Mayor's decision.
- Step 5** The grievant, or Union, shall within 10 days after delivery of the notice of intent to arbitrate, request a list of seven names of arbitrators from the Montana Board of Personnel Appeals who are also panelists with the American Association of Arbitrators or members of the National Academy of Arbitrators. The parties shall then select an arbitrator by striking names from the list in alternate order, with the grievant or Union striking first.

The grievance shall be heard by a single arbitrator. The Employer and the grievant may be represented by third parties on their behalf, and either side shall have the right to submit evidence, offer testimony, present witnesses, and oral or written arguments relating to the issues before the arbitrator.

The decision of the arbitrator shall be rendered within 30 days following the closing of the hearing or after submission of post-hearing briefs, whichever is later, and shall be final and binding on the parties.

Each party shall bear its own expenses in connection with the arbitration, including witness expenses related to the parties, their representatives, any witnesses, and other expenses which a party incurs in connection with its case. The party requesting an official transcript shall pay all costs associated therewith unless the request is mutual, in which case the cost shall be shared equally by the Employer and the Union. The Employer and the Union shall share equally the fees and expenses of the arbitrator and any other expense which the parties mutually agree are necessary for the conduct of the arbitration.

The arbitrator shall have jurisdiction over grievances properly brought before him or her pursuant to the terms of this Agreement. The arbitrator shall not have authority to add to, subtract from, or alter the terms of this Agreement, nor shall the arbitrator have jurisdiction over any grievance that has not been processed in compliance with the procedures set forth in this Article.

Article 13. Leaves

13.1 Annual Leave:

- A. As provided in 2-18-611 and 612 M.C.A., employees shall accrue vacation leave credits from the beginning of employment, whether such employment time is continuous or not, and shall be entitled to take such vacation leave with pay after six (6) months of continuous employment. Regular part-time employees shall accrue prorated vacation leave benefits.

Full-time employees shall accrue vacation leave benefits based on seniority as follows:

- 1) From one full pay period through ten years of employment, one hundred twenty (120) working hours each year,
- 2) From ten years through fifteen years of employment, one hundred and forty-four (144) working hours each year,

- 3) From fifteen years through twenty years of employment, one hundred sixty-eight (168) working hours each year,
 - 4) More than twenty years of employment, one hundred ninety-two (192) working hours each year.
- B. Vacations shall be scheduled keeping in mind the best interests of the Employer, provided that not more than one employee may be on vacation from a department between June 1 and September 30 unless approved by the Employer as the result of workload needs.
 - C. Vacation requests should be submitted in writing to the City Administrator or the Chief of Police. Vacation between June 1 and September 30 will be awarded on the basis of seniority. Vacations requests after March 31 and requests for time before June 1 and after September 30 will be awarded on a first come, first serve basis. Notwithstanding the foregoing, requests for an entire workweek of vacation take precedence over requests for shorter vacations.
 - D. Annual leave may be accumulated to a total not to exceed two times the number of hours earned annually as of the end of the first pay period of the next calendar year. Excess leave is not forfeited if taken within 90 calendar days from the last day of the calendar year in which the excess leave was accrued. If an employee makes a reasonable written request to use excess leave time before such leave must be forfeited and the Employer denies the request, excess leave is not forfeited, and the Employer shall ensure that the employee may use the excess vacation leave before the end of the calendar year in which the leave would have been forfeited.
 - E. Upon termination of employment, an employee shall be compensated for unused annual leave earned through the last day of employment. Paid annual leave hours used at the time of termination that exceed annual leave accrued may be withheld from the employee's final paycheck. In the event of the death of an employee, termination annual leave shall be paid to the employee's estate.
 - F. An employee who transfers between departments of the same Employer shall not be compensated for accrued unused annual leave but rather such leave shall transfer with the employee.

13.2 Sick Leave:

- A. An employee who becomes ill or is injured will be paid for all days lost to the extent of his or her accrued sick leave. Sick leave may be taken in a minimum of 15-minute increments. The Employer may require an employee to furnish medical certification before approving sick leave of five or more consecutive workdays or in cases where the Employer suspects possible abuse of sick leave.
- B. Employees are eligible to earn sick leave credits from the commencement of employment. However, an employee is not entitled to take paid sick leave until the completion of ninety (90) days of continuous employment since his or her date of hire. Sick leave credits shall be credited at the end of each pay period at the rate of ninety-six (96) hours per year for full-time employees. Regular part-time employees earn prorated sick leave credits. There shall be no limitation on the amount of sick leave accumulation and deducted from the employee's entitlement from the fiscal year in which the leave is taken.
- C. An employee who becomes ill or is injured shall be paid for all hours lost to the extent of his/her accrued sick leave. Sick leave charges in excess of earned sick leave credits may be charged to earned and available annual leave or to leave without pay at the employee's option. Sick leave charges shall be recorded in increments of 15 minutes.

- D. Each employee shall notify the Employer of illness or inability to report for work in accordance with the Employer's policies and procedures.
- E. If an employee becomes ill during his or her vacation, the employee may take sick leave for the duration of his or her illness, provided the employee furnish satisfactory verification of said illness/injury.
- F. Upon termination of employment, an employee shall receive a lump sum payment equal to one-quarter of the employee's unused sick leave unless the employee is not entitled thereto as determined by the Employer under Section G below. The lump sum payment will not be made if the employee's termination is for the purpose of accepting other employment with the Employer. An employee who receives a lump sum payment following termination of employment and is later employed by the Employer shall not be credited with any sick leave earned during the previous period of employment. In the event of the death of an employee, termination sick leave shall be paid to the employee's designated beneficiary.
- G. Fraudulent or abusive use of sick leave may result in loss of sick leave pay and may constitute grounds for discharge and forfeiture of the lump sum payment (see section F) otherwise due upon termination of employment.

13.3 Sick Leave Donation:

Employees may each donate up to fifty percent (50%) of the employee's accrued sick leave in excess of forty (40) hours to an employee whose sick leave is exhausted but who would otherwise be eligible for sick leave. No benefiting employee shall receive more than 120 hours of donated sick leave during any twelve (12) month period without prior approval of the City Council. All donations of sick leave shall be arranged by donating employees through the City Clerk/Treasurer prior to a benefiting employee using donated sick leave.

13.4 Maternity Leave:

A pregnant employee shall be granted maternity leave of absence without pay. An employee shall make use of accrued sick leave time with pay in conjunction with maternity leave. The leave shall normally be taken by the employee beginning at a time when, for medical reason, the employee's licensed physician determines that the employee should work no longer. The employee agrees to notify the Employer not later than the fourth month of pregnancy of her condition, and at that time to furnish the Employer with a written statement from her physician stating that continued active employment is or is not medically approved. The employee shall notify the Employer of any change in the physician's position concerning her continued active employment. Notice from the employee's physician may be obtained during the regular course of physical examinations relating to the pregnancy. The employee shall endeavor to notify the Employer of the commencement date of her maternity leave at least one month prior thereto in order that the Employer may make prior arrangements for assuring continued performance of the employee's duties. The employee must return to work within the period of time recommended by her physician, unless the employee and the Employer mutually agree otherwise. Accrual of benefits and seniority while on maternity leave and reinstatement following return from maternity leave shall be governed by applicable law.

13.5 Military Leave:

An employee who is a member of the organized militia of this State or who is a member of the organized or unorganized reserve corps of military forces of the United States and who has been an employee for a period of 6 months shall be given leave of absence with pay for a period of time not to exceed 120 hours in a calendar year for attending regular encampments, training cruises, and similar training programs of the organized militia or of the military forces of the United States. This leave may not be charged against the employee's annual vacation time and time spent on such leave shall not count as time worked for probationary purposes.

An employee who returns from annual military training shall be reinstated to his/her previous position following return from leave. An employee called to active duty shall be reinstated according to applicable law following his or her return to work.

13.6 Leave Without Pay:

Employees may be granted a leave of absence without pay or accrual of benefits subject to the prior written approval of the Employer. Except in cases of emergency, a request for leave shall be made in writing not less than thirty (30) days prior to the beginning date, and shall state the reason for the request, as well as the beginning and ending dates of the proposed leave.

An employee on leave without pay shall not engage in other employment without the written approval of the Employer.

Seniority and its accompanying benefits shall continue to accrue during leaves of absence not exceeding 15 days.

13.7 Bereavement Leave:

Employees will be granted 3 days of paid sick leave for bereavement and funeral attendance following the death of a member of the employee's immediate family as defined in Article 2, section 4 for each family member. Additional leave may be used and charged first against accrued and available annual leave, then sick leave, as approved by the Employer on a case-by-case basis.

13.8 Jury Duty:

An employee who is summoned as a juror or subpoenaed to serve as a witness shall collect the fees and allowances and fees provided by applicable state law.

Paid jury duty time pursuant to the provisions of this Article shall count as hours worked, up to 8 hours per day, for the purposes of computing overtime.

13.9 Union Leave:

The Employer may grant a leave of absence without pay when requested by an employee who is an officer or official representative of the Union. The Union agrees to keep the Employer notified of those employees who are officers or official representatives. The request for leave must be in writing and submitted to the Employer at least 10 days prior to the beginning of the requested leave. This leave is subject to the work needs of the Employer. The employee may use accrued annual leave time in order to receive pay while on leave.

Article 14. Holidays

14.1 Employees shall be granted the following holidays without loss of pay:

New Year's Day
Martin Luther King Jr., Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day
State General Election Day

14.2 The following applies to employees other than those assigned to the Police Department:

- A. If any of the above holidays falls on a Sunday, the Monday following will be observed as the holiday. If any of the above holidays falls on a Saturday, the Friday preceding shall be observed as the holiday.
- B. An employee who is scheduled for a day off on a day which is observed as a legal holiday shall be entitled to receive an alternate day off, either on the day preceding or the day following the holiday, or another day scheduled by the employee and Employer.
- C. If a holiday falls during an employee's regularly scheduled vacation, the holiday will not be charged against the employee's accrued vacation time.
- D. All time worked on a holiday will be paid at one and one-half (1 ½) times the regular hourly straight time rate of pay, plus holiday pay. Employees scheduled to work on a holiday will not receive an alternate day off.

14.3 Holiday provisions for employees assigned to the Police Department are listed in Addendum B of this Agreement:

14.4 Holiday pay for full-time employees will be paid at the employee's regular hourly rate of pay. The number of hours of holiday leave shall be the same as the regularly assigned shift – i.e., if an employee is regularly assigned to ten (10) hour shifts, they will receive ten (10) hours of accrued holiday pay for each holiday.

14.5 Holiday pay will be pro-rated for part-time employees.

Article 15. Wages and Compensation

15.1 Wages:

Each employee will advance one step annually, one step reflects a 1% increase in annual pay within the wage matrix Exhibit A, steps are a reflection of time in service.

Wage increases will be reflected in Exhibit A. On July 2, 2023 the wage matrix will increase by 2.0%. On June 30, 2024 the wage matrix will increase by 2.0%.

15.2 Overtime Time:

All hours worked in excess of 40 hours in any workweek shall be compensated at the rate of 1 ½ times the employees' regular hourly rate of pay. Overtime will be paid in the following increments:

0 -15 minutes = 0 minutes overtime
16 - 30 minutes = 30 minutes overtime
31 - 45 minutes = 45 minutes overtime
Over 45 minutes = actual working time

All compensable hours shall count as hours worked for the purpose of computing overtime. No overtime shall be worked without the prior approval of the employee's immediate supervisor, or unless an emergency exists.

A maximum of 40 hours may be accumulated and used as comp time. Employees shall accrue one and one-half hour of comp time for each hour of overtime worked. Overtime must be approved by management prior to being worked, and scheduling comp time off is subject to the Employer's prior approval.

15.3 Higher Classification Pay:

An employee temporarily assigned by the city to work at a higher-grade_vacated position, within or outside the bargaining unit, shall be paid at the range applicable to that classification until the position is permanently filled. Any step increase for Leadman will not be carried forward as another employee will be assigned as temporary Leadman.

The provisions of this subparagraph are not subject to the grievance procedure.

15.4. Payroll Adjustments:

Corrections or adjustments in pay attributable to an error by the City will be corrected immediately upon bringing the error to the attention of the City Clerk/Treasurer. Other errors will be corrected in the paycheck next following when the error was brought to the attention of the City Clerk/Treasurer.

15.5 Call Out Time:

Employees called out to work at a time outside their regularly scheduled shift will be paid a minimum of two (2) hours at their applicable rate of pay. Employees shall not be required to perform duties not related to the reason for the call out.

15.6 Travel Reimbursement:

Travel in a personal vehicle on official city business will be reimbursed in accordance with the policy of the State of Montana for mileage, meals, and lodging. Appropriate receipts must be furnished upon request by the Employer. Use of a personal vehicle will be pursuant to city policy.

15.7 Volunteer Emergency Services:

Employees who participate in organized volunteer community emergency service programs (e.g., fire department, ambulance, search and rescue, veteran's organizations) shall be allowed to participate in such activities, when necessary, without loss of pay, provided that the City's responsibility for compensation will be limited to a maximum of eight hours of scheduled work per event, unless mutually agreed otherwise.

15.8 Cemetery Duty:

Employees are responsible for opening and closing graves, repairing damage caused by those activities, and maintaining the cemetery grounds in a manner akin to other city properties.

15.9 Clothing Allowance:

A clothing allowance of \$150.00 per fiscal year shall be paid to each full-time bargaining unit employee (excluding office or administrative personnel) of the street, sewer, water, parks and cemetery departments for the purchase of work boots and clothing. Employees who are eligible to receive this benefit shall be paid \$150.00 on the first pay period of the new fiscal year.

This allowance is treated as a taxable event and is subject to income, social security and Medicare taxes.

15.10 Certification Compensation:

Employees who receive the first applicable operator's certificate for the job he/she occupies shall receive one increase in grade (Exhibit A) beginning the pay period immediately following receipt of the certificate. This benefit is limited to one per employee.

Employees who lose the applicable operator's certificate for the job he/she occupies shall receive one decrease in grade (Exhibit A) accompanied by a written reprimand beginning the pay period immediately following loss of the certificate. Grade reinstatement will begin the pay period immediately following re-certification.

Utility Billing Clerks shall be eligible for a one time increase in grade (Exhibit A) from grade 9 to grade 10 upon completion of a 1-Year, probationary period.

15.11 Lead Designation:

An Employee permanently designated a "Lead" shall receive a one-time increase of three (3) steps (Exhibit A) beginning the pay period immediately following the permanent designation as "Lead."

15.12 Foreman Designation:

An Employee designated as "Foreman" shall receive a grade increase to be one grade below the department supervisor (Exhibit A) beginning the pay period immediately following the designation as "Foreman". If no immediate supervisor is over the department, the "Foreman" will receive a grade increase to be one grade above the certified employees within the department.

No employee will be designated as “Lead” and “Foreman” concurrently. There cannot be a “Lead” and a “Foreman” within the same department. Any foreman who relinquishes the designation, duties, or responsibilities will relinquish any increases received for the designation.

In addition to regular duties the Foreman must agree to:

- A. Respond to the city cell phone in the absence of the Street Supervisor.
- B. Be responsible for all budget matters and decision making in the absence of the Street Supervisor.
- C. Is responsible to respond to and coordinate-city employees for after hour emergencies in the absence of the Street Supervisor.
- D. Is responsible for all job site safety including requiring and proper use of all Personal Protective Equipment (PPE).
- E. Is responsible for ensuring all necessary equipment is present at each job site.
- F. Is responsible to document onsite safety violations and violations of CBA and Personnel Policies and Procedures Manual and forward the documentation to the Street Supervisor and City Administrator for action when required.
- G. Follow additional directions/orders from the Street Supervisor, City Administrator, or Mayor when given.

Article 16. Contracting Out

In the event the Employer considers contracting or sub-contracting work currently performed by bargaining unit members, the Employer agrees to provide pertinent information to the Union and to move such discussions to the Labor/Management Committee.

Article 17. Labor Management Relations

17.1 Labor/Management Committee:

The parties agree to form a joint Labor/Management Committee. The Union shall elect three (3) representatives from the bargaining unit, one of whom shall be designated as the Union Committee chairperson. Three (3) corresponding management representatives shall be appointed by the Employer.

The committee shall meet once every three (3) months at a mutually agreeable date and time within the workweek. Additional meetings may be held by mutual agreement of the parties. Meetings shall be limited to one and one-half hour's duration unless mutually agreed otherwise. Labor/management committee representatives shall suffer no loss of pay for time spent in labor/management committee meetings but shall not be paid for time that is outside of the attendee's scheduled work hours.

Each side will submit its agenda to the other five (5) days in advance, to both parties, which shall contain no more than three (3) items.

A management representative shall serve and preside as chairperson (with full voting privileges). Minutes shall be taken by a representative from the union. The minutes shall include comments on the topics discussed and the committee's disposition of each topic. Copies of the minutes shall be reviewed at the next meeting and jointly signed by the chairperson and the union committee chairperson before they become official.

Any procedures or recommendations agreed to through these meetings will be communicated in writing by the chairperson to the City Council. The union committee chairperson shall review and initial such communication prior to its submission to the Chair of the Council's Personnel Committee.

17.2 Committee Guidelines:

The UM committee shall operate and function under the following guidelines:

- A. It is recognized that recommendations growing out of these meetings are not binding and any implementation of such recommendations is at the sole discretion of the management of the City of Libby.
- B. No bargaining shall take place, i.e., matters covered shall not contradict, add to, or otherwise modify the terms and conditions of the contract.
- C. No grievances shall be discussed.
- D. The UM Committee may conduct compensation surveys provided it shall only consider the three next smaller and/or larger cities.

Article 18. Health, Safety and Welfare

18.1 Health Insurance:

Health/Dental Insurance: Beginning July 2, 2023 the Employer will pay \$777.00 per month toward the monthly premium for each employee (including dependents) electing health/dental insurance coverage. Eligibility for coverage will be determined by the carrier pursuant to the terms of the policy. In the event the cost of monthly premiums increase during the term of this agreement, the employer shall cover cost of the increase up to a maximum of an additional \$45.00 per month. In the event the cost of monthly premiums increase thereafter the employer shall cover one-half of the cost of the increase up to a maximum of an additional \$45.00 per month.

Vision Insurance: Beginning July 2, 2023 the Employer will pay \$8.15 per month toward the monthly premium for each employee (including dependents) electing vision insurance coverage.

Employees who have acquired qualified health insurance coverage from an alternate source will be eligible for a "Cash-in-Lieu" of benefit for health insurance. To be eligible the employee must be covered under other health care plans that are accepted by the Montana Municipal Interlock Authority (MMIA) and must be verified each year to comply as acceptable coverage. The amount set to be received by the employee will be two-thirds of the eligible benefit amount allocated by the employer for health insurance coverage provided by the employer.

18.2 Insurance Committee:

An insurance committee will be formed and maintained that will consist of an equal number of employees (including non-bargaining unit) and employer's representatives. Its purpose is to consider the health insurance benefits available to City employees, including carrier, benefit levels, premiums, etc. The committee may only make recommendations to the City Council and has no authority to make decisions. The mayor or president of the City Council may pre-approve an amount of paid work time that one employee/member may spend on insurance matters.

18.3 Safety Committee:

- A. All required safety equipment shall be provided at no cost to the employees.
- B. The Employer shall comply with the provisions of the Montana Safety Culture Act, and will establish a committee with participation by union members to monitor working conditions, equipment safety and to encourage the free flow of safety information and practices between the Employer and the employees.

18.4 Worker's Compensation Insurance:

The Employer shall carry industrial accident insurance on all employees. Employees must report all personal injuries received in the course of employment in accordance with Employer policy.

Article 19. No Strike - No Lockout

During the term of this Agreement, employees shall not engage in any work stoppage or slowdown and the Employer shall not lock out its employees. Employees may be required to cross picket lines to perform critical services.

Article 20. Savings

In the event that any portion of this Agreement is invalidated by the passage of legislation or the final decision of a court of competent jurisdiction, such invalidation shall apply only to those portions invalidated, and all remaining portions of this Agreement shall remain in full force and effect. The Union and Employer agree to commence negotiations following the act of invalidation in an effort to correct the affected portions of the Agreement.

Article 21. Duration of Agreement

This Agreement, including all Addenda, shall become effective as set forth in the Preamble and shall continue in full force and effect until June 29, 2025. It shall automatically renew from year to year thereafter unless either party notifies the other in writing, at least 60 days prior to the expiration date or any subsequent anniversary date that it desires to open the Agreement for modifications. If such notification is not given, the Agreement shall be considered as renewed for a one-year period.

Article 22. Execution

For the City of Libby:

Peggy Williams, Mayor

Melissa Berke, Libby City Council

Brian Zimmerman, Libby City Council

Gary Beach, Libby City Council

Kristin Smith, Libby City Council

Hugh Taylor, Libby City Council

Zachariah McNew, Libby City Council

For AFSCME Council 9 Local 3034:

Jeff Best, President

, Vice President

John Hibbs, Secretary

John Hibbs, Treasurer

John Wiser, ASCFME Montana Council 9

Exhibit "A"

City of Libby Salary Matrix per Union Contract
 Payroll - Hourly Pay Table with Steps (each year at 1% = one step) 2.0% Increase FY 24 2 July 2023 - 6 July 2024 Page 1 of 2

| Entry | Grade | Pay | Annual | Step 1 | Annual | Step 2 | Annual | Step 3 | Annual | Step 4 | Annual | Step 5 | Annual | Step 6 | Annual | Step 7 | Annual |
|---------|-------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|
| FY23 | | | | | | | | | | | | | | | | | |
| 12.0248 | 7 | 12.2653 | 25,511.82 | 12.3880 | 25,767.04 | 12.5119 | 26,024.75 | 12.6370 | 26,285.00 | 12.7634 | 26,547.87 | 12.8911 | 26,813.49 | 13.0201 | 27,081.81 | 13.1504 | 27,352.83 |
| 13.6607 | 8 | 13.9340 | 28,982.72 | 14.0734 | 29,272.67 | 14.2142 | 29,565.54 | 14.3563 | 29,861.19 | 14.5000 | 30,160.00 | 14.6450 | 30,461.50 | 14.7915 | 30,766.32 | 14.9395 | 31,074.16 |
| 15.3708 | 9 | 15.6783 | 32,610.86 | 15.8351 | 32,937.01 | 15.9935 | 33,266.48 | 16.1534 | 33,599.14 | 16.3150 | 33,935.20 | 16.4782 | 34,274.66 | 16.6430 | 34,617.44 | 16.8095 | 34,963.76 |
| 17.0492 | 10 | 17.3902 | 36,171.62 | 17.5642 | 36,533.54 | 17.7399 | 36,898.99 | 17.9173 | 37,267.98 | 18.0965 | 37,640.72 | 18.2775 | 38,017.20 | 18.4603 | 38,397.42 | 18.6450 | 38,781.60 |
| 18.6744 | 11 | 19.0479 | 39,619.63 | 19.2384 | 40,015.87 | 19.4308 | 40,416.06 | 19.6251 | 40,820.22 | 19.8214 | 41,228.51 | 20.0197 | 41,640.98 | 20.2199 | 42,057.39 | 20.4221 | 42,477.97 |
| 20.3210 | 12 | 20.7275 | 43,113.20 | 20.9348 | 43,544.38 | 21.1442 | 43,979.94 | 21.3556 | 44,419.74 | 21.5692 | 44,863.94 | 21.7849 | 45,312.59 | 22.0028 | 45,765.82 | 22.2229 | 46,222.63 |
| 21.9880 | 13 | 22.3972 | 46,586.18 | 22.6212 | 47,052.10 | 22.8475 | 47,522.80 | 23.0760 | 47,998.03 | 23.3068 | 48,478.14 | 23.5399 | 48,962.99 | 23.7753 | 49,452.62 | 24.0131 | 49,947.25 |
| 23.6458 | 14 | 24.1188 | 50,167.10 | 24.3600 | 50,668.80 | 24.6036 | 51,175.49 | 24.8496 | 51,687.24 | 25.0982 | 52,204.26 | 25.3492 | 52,726.34 | 25.6027 | 53,253.62 | 25.8588 | 53,786.30 |
| 25.3136 | 15 | 25.8199 | 53,705.39 | 26.0781 | 54,242.45 | 26.3389 | 54,784.91 | 26.6023 | 55,332.76 | 26.8684 | 55,886.27 | 27.1371 | 56,445.17 | 27.4085 | 57,009.68 | 27.6826 | 57,579.81 |
| 26.9600 | 16 | 27.4992 | 57,198.34 | 27.7742 | 57,770.34 | 28.0520 | 58,348.16 | 28.3325 | 58,931.64 | 28.6159 | 59,521.07 | 28.9021 | 60,116.37 | 29.1912 | 60,717.70 | 29.4832 | 61,325.06 |

| Pay | Grade | Hourly | Annual | Step 9 | Annual | Step 10 | Annual | Step 11 | Annual | Step 12 | Annual | Step 13 | Annual | Step 14 | Annual | Step 15 | Annual |
|-----|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|--------|
| 7 | 13.2820 | 27,626.56 | 13,4149 | 27,902.99 | 13.8491 | 28,182.13 | 13.6846 | 28,463.97 | 13.8215 | 28,748.72 | 13.9598 | 29,036.38 | 14.0994 | 29,326.75 | 14.2404 | 29,620.03 | |
| 8 | 15.0889 | 31,384.91 | 15,2398 | 31,698.78 | 15.9212 | 32,015.78 | 15.5462 | 32,336.10 | 15.7017 | 32,659.54 | 15.8588 | 32,986.30 | 16.0174 | 33,316.19 | 16.1776 | 33,649.41 | |
| 9 | 16.9776 | 35,313.41 | 17,1474 | 35,666.59 | 17.3189 | 36,023.31 | 17.4921 | 36,383.57 | 17.6671 | 36,747.57 | 17.8438 | 37,115.10 | 18.0223 | 37,486.38 | 18.2026 | 37,861.41 | |
| 10 | 18.8315 | 39,169.52 | 19,0199 | 39,561.39 | 19.2101 | 39,957.01 | 19.4023 | 40,356.78 | 19.5964 | 40,760.51 | 19.7924 | 41,168.19 | 19.9904 | 41,580.03 | 20.1904 | 41,996.03 | |
| 11 | 20.6264 | 42,902.91 | 20,8327 | 43,332.02 | 21.0411 | 43,765.49 | 21.2516 | 44,203.33 | 21.4642 | 44,645.54 | 21.6789 | 45,092.11 | 21.8957 | 45,543.06 | 22.1147 | 45,998.58 | |
| 12 | 22.4452 | 46,686.02 | 22,6697 | 47,132.98 | 22.8964 | 47,624.51 | 23.1254 | 48,100.83 | 23.3567 | 48,581.94 | 23.5903 | 49,067.82 | 23.8263 | 49,558.70 | 24.0646 | 50,054.37 | |
| 13 | 24.2533 | 50,446.86 | 24,4959 | 50,951.47 | 24.7409 | 51,461.07 | 24.9884 | 51,975.87 | 25.2383 | 52,495.66 | 25.4907 | 53,020.66 | 25.7457 | 53,551.06 | 26.0032 | 54,086.66 | |
| 14 | 26.1174 | 54,324.19 | 26,3786 | 54,867.49 | 26.6424 | 55,416.19 | 26.9089 | 55,970.51 | 27.1780 | 56,530.24 | 27.4498 | 57,095.58 | 27.7243 | 57,666.54 | 28.0016 | 58,243.33 | |
| 15 | 27.9595 | 58,155.76 | 28,2391 | 58,737.33 | 28.5215 | 59,324.72 | 28.8068 | 59,918.14 | 29.0949 | 60,517.29 | 29.3859 | 61,122.67 | 29.6798 | 61,733.98 | 29.9766 | 62,351.33 | |
| 16 | 29.7781 | 61,938.45 | 30,0759 | 62,557.87 | 30.3767 | 63,183.54 | 30.6805 | 63,815.44 | 30.9874 | 64,453.79 | 31.2973 | 65,098.38 | 31.6103 | 65,749.42 | 31.9265 | 66,407.12 | |

| Pay | Grade | Hourly | Annual | Step 17 | Annual | Step 18 | Annual | Step 19 | Annual | Step 20 | Annual | Step 21 | Annual | Step 22 | Annual | Step 23 | Annual |
|-----|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|--------|
| 7 | 14.3829 | 29,916.43 | 14,5268 | 30,215.74 | 14.6721 | 30,517.97 | 14.8189 | 30,823.31 | 14.9671 | 31,131.57 | 15.1168 | 31,442.94 | 15.2680 | 31,757.44 | 15.4207 | 32,075.06 | |
| 8 | 16.3394 | 33,985.95 | 16,5028 | 34,325.82 | 16.6679 | 34,669.23 | 16.8346 | 35,015.97 | 17.0030 | 35,366.24 | 17.1731 | 35,720.05 | 17.3449 | 36,077.39 | 17.5184 | 36,438.27 | |
| 9 | 18.3847 | 38,240.18 | 18,5686 | 38,622.69 | 18.7543 | 39,008.94 | 18.9419 | 39,399.15 | 19.1314 | 39,793.31 | 19.3228 | 40,191.42 | 19.5161 | 40,593.49 | 19,7113 | 40,999.50 | |
| 10 | 20.3924 | 42,416.19 | 20,5964 | 42,840.51 | 20.8024 | 43,268.99 | 21.0105 | 43,701.84 | 21.2207 | 44,139.06 | 21.4330 | 44,580.64 | 21.6474 | 45,026.59 | 21,8639 | 45,476.91 | |
| 11 | 22.3359 | 46,458.67 | 22,5593 | 46,923.34 | 22.7849 | 47,392.59 | 23.0128 | 47,866.62 | 23.2430 | 48,345.44 | 23.4755 | 48,829.04 | 23.7103 | 49,317.42 | 23,9475 | 49,810.80 | |
| 12 | 24.3053 | 50,555.02 | 24,5484 | 51,060.67 | 24.7939 | 51,571.31 | 25.0419 | 52,087.15 | 25.2924 | 52,608.19 | 25.5454 | 53,134.43 | 25.8009 | 53,665.87 | 26,0590 | 54,202.72 | |
| 13 | 26.2633 | 54,627.66 | 26,5260 | 55,174.08 | 26.9133 | 55,775.90 | 27.0993 | 56,383.34 | 27.2929 | 56,846.19 | 27.6032 | 57,414.66 | 27.8793 | 57,988.84 | 28,1581 | 58,568.85 | |
| 14 | 28.2817 | 58,825.94 | 28,5646 | 59,414.37 | 28.8503 | 60,008.62 | 29.1389 | 60,608.91 | 29.4303 | 61,215.02 | 29.7247 | 61,827.38 | 30.0220 | 62,445.76 | 30,3223 | 63,070.38 | |
| 15 | 30.2764 | 62,974.91 | 30,5792 | 63,604.74 | 30.8850 | 64,240.80 | 31.1939 | 64,883.31 | 31.5059 | 65,532.27 | 31,8210 | 66,187.68 | 32.1393 | 66,849.74 | 32,4607 | 67,518.26 | |
| 16 | 32.2458 | 67,071.26 | 32,5683 | 67,742.06 | 32.8940 | 68,419.52 | 33.2230 | 69,103.84 | 33.5553 | 69,793.02 | 33,8909 | 70,493.07 | 34,2299 | 71,198.19 | 34,5722 | 71,910.18 | |

| Pay Grade | Step 24 | Step 25 | Step 26 | Step 27 | Step 28 | Step 29 | Step 30 | Step 31 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 7 | 15,570.00 | 15,730.00 | 15,888.00 | 16,047.16 | 16,206.66 | 16,366.33 | 16,526.24 | 16,686.36 |
| 8 | 17,693.66 | 17,870.00 | 18,048.00 | 18,229.99 | 18,412.22 | 18,596.44 | 18,782.24 | 18,970.00 |
| 9 | 19,908.00 | 20,106.00 | 20,308.00 | 20,511.88 | 20,717.10 | 20,924.24 | 21,133.55 | 21,344.99 |
| 10 | 22,082.66 | 22,303.55 | 22,526.66 | 22,751.99 | 22,979.55 | 23,209.99 | 23,441.74 | 23,675.88 |
| 11 | 24,187.00 | 24,428.00 | 24,672.00 | 24,920.00 | 25,170.00 | 25,422.00 | 25,675.00 | 25,930.00 |
| 12 | 26,319.66 | 26,582.00 | 26,847.00 | 27,114.00 | 27,384.00 | 27,657.00 | 27,933.00 | 28,212.00 |
| 13 | 28,493.77 | 28,774.00 | 29,057.00 | 29,343.00 | 29,631.00 | 29,922.00 | 30,216.00 | 30,513.00 |
| 14 | 30,625.66 | 30,931.00 | 31,241.00 | 31,555.00 | 31,869.00 | 32,188.00 | 32,510.00 | 32,835.00 |
| 15 | 32,785.44 | 33,113.00 | 33,445.00 | 33,779.00 | 34,116.00 | 34,456.00 | 34,800.00 | 35,150.00 |
| 16 | 34,918.00 | 35,267.00 | 35,619.00 | 35,976.00 | 36,339.00 | 36,707.00 | 37,080.00 | 37,457.00 |

| Pay Grade | Step 32 | Step 33 | Step 34 | Step 35 | Step 36 | Step 37 | Step 38 | Step 39 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 7 | 18,865.88 | 19,034.55 | 19,209.00 | 19,377.00 | 19,550.00 | 19,726.44 | 19,907.00 | 20,092.00 |
| 8 | 21,160.00 | 21,348.00 | 21,542.00 | 21,741.00 | 21,945.00 | 22,154.00 | 22,368.00 | 22,587.00 |
| 9 | 23,584.00 | 23,792.00 | 24,006.00 | 24,226.00 | 24,451.00 | 24,681.00 | 24,916.00 | 25,156.00 |
| 10 | 26,144.00 | 26,368.00 | 26,598.00 | 26,834.00 | 27,076.00 | 27,323.00 | 27,575.00 | 27,832.00 |
| 11 | 28,840.00 | 29,080.00 | 29,326.00 | 29,578.00 | 29,836.00 | 30,099.00 | 30,367.00 | 30,640.00 |
| 12 | 31,672.00 | 31,932.00 | 32,198.00 | 32,470.00 | 32,748.00 | 33,032.00 | 33,321.00 | 33,616.00 |
| 13 | 34,640.00 | 34,912.00 | 35,190.00 | 35,474.00 | 35,764.00 | 36,060.00 | 36,362.00 | 36,670.00 |
| 14 | 37,752.00 | 38,036.00 | 38,326.00 | 38,622.00 | 38,924.00 | 39,232.00 | 39,546.00 | 39,866.00 |
| 15 | 40,908.00 | 41,204.00 | 41,506.00 | 41,814.00 | 42,128.00 | 42,448.00 | 42,774.00 | 43,106.00 |
| 16 | 44,208.00 | 44,524.00 | 44,846.00 | 45,174.00 | 45,508.00 | 45,848.00 | 46,194.00 | 46,546.00 |

| Pay Grade | Step 40 | Step 41 | Step 42 | Step 43 | Step 44 | Step 45 | Step 46 | Step 47 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 7 | 18,263.77 | 18,446.44 | 18,630.99 | 18,817.33 | 19,005.55 | 19,195.66 | 19,387.66 | 19,581.55 |
| 8 | 20,748.11 | 20,956.66 | 21,165.22 | 21,376.99 | 21,590.77 | 21,806.55 | 22,024.33 | 22,244.11 |
| 9 | 23,345.11 | 23,578.88 | 23,818.44 | 24,063.99 | 24,315.55 | 24,573.11 | 24,836.66 | 25,106.22 |
| 10 | 25,894.55 | 26,153.55 | 26,415.11 | 26,679.33 | 26,946.11 | 27,215.55 | 27,487.66 | 27,762.33 |
| 11 | 28,362.00 | 28,645.77 | 28,932.22 | 29,221.66 | 29,513.11 | 29,807.55 | 30,104.00 | 30,402.55 |
| 12 | 30,862.55 | 31,171.11 | 31,483.00 | 31,798.11 | 32,115.55 | 32,435.33 | 32,757.55 | 33,082.22 |
| 13 | 33,348.66 | 33,682.11 | 34,019.00 | 34,359.33 | 34,703.11 | 35,050.33 | 35,401.00 | 35,755.11 |
| 14 | 35,818.11 | 36,271.00 | 36,728.00 | 37,189.11 | 37,654.33 | 38,123.55 | 38,596.77 | 39,073.11 |
| 15 | 38,277.11 | 38,848.88 | 39,425.33 | 40,007.55 | 40,590.33 | 41,177.66 | 41,769.55 | 42,366.00 |
| 16 | 40,724.77 | 41,354.22 | 41,988.77 | 42,628.33 | 43,273.00 | 43,922.77 | 44,577.55 | 45,237.33 |

| Entry | Pay | Grade | Step | Annual | Hourly | Step | Annual | Hourly | Step | Annual | Hourly | Step | Annual | Hourly | Step | Annual | Hourly |
|---------|---------|-------|--------|-----------|---------|--------|-----------|---------|--------|-----------|---------|--------|-----------|---------|--------|-----------|---------|
| FY24 | | | | | | | | | | | | | | | | | |
| 12.2653 | 12.5107 | 7 | Annual | 26,022.26 | 12.6359 | Annual | 26,282.67 | 12.7623 | Annual | 26,545.58 | 12.8899 | Annual | 26,811.04 | 13.0189 | Annual | 27,079.31 | 13.1491 |
| 13.9340 | 14.2127 | 8 | Annual | 29,562.42 | 14.3549 | Annual | 29,856.19 | 14.4985 | Annual | 30,156.88 | 14.6435 | Annual | 30,458.45 | 14.7900 | Annual | 30,763.20 | 14.9379 |
| 15.6783 | 15.9919 | 9 | Annual | 33,263.15 | 16.1519 | Annual | 33,593.95 | 16.3135 | Annual | 33,932.08 | 16.4766 | Annual | 34,271.40 | 16.6415 | Annual | 34,614.32 | 16.8080 |
| 17.3902 | 17.7381 | 10 | Annual | 36,895.25 | 17.9155 | Annual | 37,264.24 | 18.0947 | Annual | 37,636.98 | 18.2756 | Annual | 38,013.35 | 18.4585 | Annual | 38,393.68 | 18.6431 |
| 19.0479 | 19.4289 | 11 | Annual | 40,412.11 | 19.6232 | Annual | 40,816.26 | 19.8195 | Annual | 41,224.56 | 20.0177 | Annual | 41,636.81 | 20.2179 | Annual | 42,053.23 | 20.4201 |
| 20.7275 | 21.1421 | 12 | Annual | 43,975.57 | 21.3536 | Annual | 44,415.49 | 21.5672 | Annual | 44,859.78 | 21.7829 | Annual | 45,308.37 | 22.0008 | Annual | 45,761.66 | 22.2209 |
| 22.3972 | 22.8452 | 13 | Annual | 47,518.02 | 23.0737 | Annual | 47,993.30 | 23.3045 | Annual | 48,473.36 | 23.5375 | Annual | 48,958.09 | 23.7730 | Annual | 49,447.84 | 24.0108 |
| 24.1180 | 24.6004 | 14 | Annual | 51,168.83 | 24.8465 | Annual | 51,680.72 | 25.0950 | Annual | 52,197.60 | 25.3460 | Annual | 52,719.58 | 25.5995 | Annual | 53,246.96 | 25.8555 |
| 25.8199 | 26.3363 | 15 | Annual | 54,779.50 | 26.5997 | Annual | 55,327.38 | 26.8657 | Annual | 55,880.66 | 27.1344 | Annual | 56,439.46 | 27.4058 | Annual | 57,004.06 | 27.6799 |
| 27.7992 | 28.3552 | 16 | Annual | 58,978.82 | 28.6388 | Annual | 59,568.70 | 28.9252 | Annual | 60,164.42 | 29.2145 | Annual | 60,766.06 | 29.5066 | Annual | 61,373.73 | 29.8017 |

| Pay | Grade | Step | Annual | Hourly | Step | Annual | Hourly | Step | Annual | Hourly | Step | Annual | Hourly | Step | Annual | Hourly |
|--------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|--------|
| Step 8 | Annual | Step 9 | Annual | Step 10 | Annual | Step 11 | Annual | Step 12 | Annual | Step 13 | Annual | Step 14 | Annual | Step 15 | Annual | |
| 7 | 13.5477 | 28,179.22 | 13.6832 | 28,461.06 | 13.8201 | 28,745.81 | 13.9584 | 29,033.47 | 14.0980 | 29,323.84 | 14.2390 | 29,617.12 | 14.3814 | 29,913.31 | 14.5253 | |
| 8 | 15.3906 | 32,012.45 | 15.5446 | 32,332.77 | 15.7001 | 32,656.21 | 15.8572 | 32,982.98 | 16.0158 | 33,312.86 | 16.1760 | 33,646.08 | 16.3378 | 33,982.62 | 16.5012 | |
| 9 | 17.3174 | 36,020.19 | 17.4906 | 36,380.45 | 17.6656 | 36,744.45 | 17.8423 | 37,111.98 | 18.0208 | 37,483.26 | 18.2011 | 37,858.29 | 18.3832 | 38,237.06 | 18.5671 | |
| 10 | 19.2081 | 39,952.85 | 19.4002 | 40,352.42 | 19.5943 | 40,756.14 | 19.7903 | 41,163.82 | 19.9883 | 41,575.66 | 20.1882 | 41,991.46 | 20.3901 | 42,411.41 | 20.5941 | |
| 11 | 21.0391 | 43,761.33 | 21.2495 | 44,198.96 | 21.4620 | 44,640.96 | 21.6767 | 45,087.54 | 21.8935 | 45,538.48 | 22.1125 | 45,994.00 | 22.3337 | 46,454.10 | 22.5571 | |
| 12 | 22.8944 | 47,620.35 | 23.1234 | 48,096.67 | 23.3547 | 48,577.78 | 23.5883 | 49,063.66 | 23.8242 | 49,554.34 | 24.0625 | 50,050.00 | 24.3032 | 50,550.66 | 24.5463 | |
| 13 | 24.7386 | 51,456.29 | 24.9860 | 51,970.88 | 25.2359 | 52,490.67 | 25.4883 | 53,015.66 | 25.7432 | 53,545.86 | 26.0007 | 54,081.46 | 26.2608 | 54,622.46 | 26.5235 | |
| 14 | 26.6391 | 55,409.33 | 26.9055 | 55,963.44 | 27.1746 | 56,523.17 | 27.4464 | 57,088.51 | 27.7209 | 57,659.47 | 27.9982 | 58,236.26 | 28.2782 | 58,818.66 | 28.5610 | |
| 15 | 28.5187 | 59,318.90 | 28.8039 | 59,912.11 | 29.0920 | 60,511.36 | 29.3830 | 61,116.64 | 29.6769 | 61,727.95 | 29.9737 | 62,345.30 | 30.2735 | 62,968.88 | 30.5763 | |
| 16 | 30.7049 | 63,866.19 | 31.0120 | 64,504.96 | 31.3222 | 65,150.18 | 31.6355 | 65,801.84 | 31.9519 | 66,459.95 | 32.2715 | 67,124.72 | 32.5943 | 67,796.14 | 32.9203 | |

| Pay | Grade | Step | Annual | Hourly | Step | Annual | Hourly | Step | Annual | Hourly | Step | Annual | Hourly | Step | Annual | Hourly |
|---------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|--------|
| Step 16 | Annual | Step 17 | Annual | Step 18 | Annual | Step 19 | Annual | Step 20 | Annual | Step 21 | Annual | Step 22 | Annual | Step 23 | Annual | |
| 7 | 14.6706 | 30,514.85 | 14.8174 | 30,820.19 | 14.9656 | 31,128.45 | 15.1153 | 31,439.82 | 15.2665 | 31,754.32 | 15.4192 | 32,071.94 | 15.5734 | 32,392.67 | 15.7292 | |
| 8 | 16.6663 | 34,665.90 | 16.8330 | 35,012.64 | 17.0014 | 35,362.91 | 17.1715 | 35,716.72 | 17.3433 | 36,074.06 | 17.5168 | 36,434.94 | 17.6920 | 36,799.36 | 17.8690 | |
| 9 | 18.7528 | 39,005.82 | 18.9404 | 39,396.03 | 19.1299 | 39,790.19 | 19.3212 | 40,188.10 | 19.5145 | 40,590.16 | 19.7097 | 40,996.18 | 19.9068 | 41,406.14 | 20.1059 | |
| 10 | 20.8001 | 43,264.21 | 21.0082 | 43,697.06 | 21.2183 | 44,134.06 | 21.4305 | 44,575.44 | 21.6449 | 45,021.39 | 21.8614 | 45,471.71 | 22.0801 | 45,926.61 | 22.3010 | |
| 11 | 22.7827 | 47,388.02 | 23.0106 | 47,862.05 | 23.2408 | 48,340.86 | 23.4733 | 48,824.46 | 23.7081 | 49,312.85 | 23.9452 | 49,806.02 | 24.1847 | 50,304.18 | 24.4266 | |
| 12 | 24.7918 | 51,566.94 | 25.0398 | 52,082.78 | 25.2902 | 52,603.62 | 25.5432 | 53,129.86 | 25.7987 | 53,661.30 | 26.0567 | 54,197.94 | 26.3173 | 54,739.98 | 26.5805 | |
| 13 | 26.7888 | 55,720.70 | 27.0567 | 56,277.92 | 27.3273 | 56,840.38 | 27.6006 | 57,409.25 | 27.8767 | 57,989.54 | 28.1555 | 58,563.44 | 28.4371 | 59,149.17 | 28.7215 | |
| 14 | 28.8467 | 60,001.14 | 29.1352 | 60,601.22 | 29.4266 | 61,207.33 | 29.7209 | 61,819.47 | 30.0182 | 62,437.86 | 30.3184 | 63,062.27 | 30.6216 | 63,692.93 | 30.9279 | |
| 15 | 30.8821 | 64,234.77 | 31.1910 | 64,877.28 | 31.5030 | 65,526.24 | 31.8181 | 66,161.65 | 32.1363 | 66,843.50 | 32.4577 | 67,512.02 | 32.7823 | 68,187.18 | 33.1102 | |
| 16 | 33.2496 | 69,159.17 | 33.5821 | 69,850.77 | 33.9180 | 70,549.44 | 34.2572 | 71,254.98 | 34.5998 | 71,967.58 | 34.9458 | 72,687.26 | 35.2953 | 73,414.22 | 35.6483 | |

| Pay Grade | Step 24 | Annual | Step 25 | Annual | Step 26 | Annual | Step 27 | Annual | Step 28 | Annual | Step 29 | Annual | Step 30 | Annual | Step 31 | Annual |
|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|
| 7 | 15.8865 | 33,043.92 | 16,0454 | 33,374.43 | 16,2059 | 33,708.27 | 16,3680 | 34,054.44 | 16,5317 | 34,385.94 | 16,6971 | 34,729.97 | 16,8641 | 35,077.33 | 17,0328 | 35,428.22 |
| 8 | 18.0477 | 37,539.22 | 18,2282 | 37,914.66 | 18,4105 | 38,293.84 | 18,5947 | 38,676.98 | 18,7807 | 39,063.86 | 18,9686 | 39,454.69 | 19,1583 | 39,849.26 | 19,3499 | 40,247.79 |
| 9 | 20.3070 | 42,238.56 | 20,5101 | 42,661.01 | 20,7153 | 43,087.82 | 20,9225 | 43,518.80 | 21,1318 | 43,954.14 | 21,3432 | 44,393.86 | 21,5567 | 44,837.94 | 21,7723 | 45,286.38 |
| 10 | 22.5241 | 46,850.13 | 22,7494 | 47,318.75 | 22,9769 | 47,791.95 | 23,2067 | 48,269.94 | 23,4388 | 48,752.70 | 23,6732 | 49,240.26 | 23,9100 | 49,732.80 | 24,1491 | 50,230.13 |
| 11 | 24.6709 | 51,315.47 | 24,9177 | 51,828.82 | 25,1669 | 52,347.15 | 25,4186 | 52,870.69 | 25,6728 | 53,399.42 | 25,9296 | 53,933.57 | 26,1889 | 54,472.91 | 26,4508 | 55,017.66 |
| 12 | 26.8464 | 55,840.51 | 27,1149 | 56,398.99 | 27,3861 | 56,963.09 | 27,6600 | 57,532.80 | 27,9366 | 58,108.13 | 28,2160 | 58,689.28 | 28,4982 | 59,276.26 | 28,7832 | 59,869.06 |
| 13 | 29.0088 | 60,338.30 | 29,2989 | 60,941.71 | 29,5919 | 61,551.15 | 29,8879 | 62,166.83 | 30,1868 | 62,788.54 | 30,4887 | 63,416.50 | 30,7936 | 64,050.69 | 31,1016 | 64,691.33 |
| 14 | 31.2372 | 64,973.38 | 31,5496 | 65,623.87 | 31,8651 | 66,279.41 | 32,1838 | 66,942.30 | 32,5057 | 67,611.86 | 32,8308 | 68,288.06 | 33,1592 | 68,971.14 | 33,4908 | 69,660.86 |
| 15 | 33.4414 | 69,558.11 | 33,7759 | 70,253.87 | 34,1137 | 70,956.50 | 34,4549 | 71,666.19 | 34,7995 | 72,382.96 | 35,1475 | 73,106.80 | 35,4990 | 73,837.92 | 35,8540 | 74,576.32 |
| 16 | 36.0048 | 74,889.98 | 36,3649 | 75,638.99 | 36,7286 | 76,395.49 | 37,0959 | 77,159.47 | 37,4669 | 77,931.15 | 37,8416 | 78,710.53 | 38,2201 | 79,497.81 | 38,6024 | 80,292.99 |

| Pay Grade | Step 32 | Annual | Step 33 | Annual | Step 34 | Annual | Step 35 | Annual | Step 36 | Annual | Step 37 | Annual | Step 38 | Annual | Step 39 | Annual |
|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|
| 7 | 17.2032 | 35,782.66 | 17,3753 | 36,140.62 | 17,5491 | 36,502.13 | 17,7246 | 36,867.17 | 17,9019 | 37,235.95 | 18,0810 | 37,608.48 | 18,2619 | 37,984.75 | 18,4446 | 38,364.77 |
| 8 | 19.5434 | 40,650.27 | 19,7389 | 41,056.91 | 19,9363 | 41,467.50 | 20,1357 | 41,882.26 | 20,3371 | 42,301.17 | 20,5405 | 42,724.24 | 20,7460 | 43,151.68 | 20,9535 | 43,583.28 |
| 9 | 21.9901 | 45,739.41 | 22,2101 | 46,197.01 | 22,4223 | 46,659.18 | 22,6567 | 47,125.94 | 22,8833 | 47,597.26 | 23,1122 | 48,073.38 | 23,3434 | 48,554.27 | 23,5768 | 49,039.95 |
| 10 | 24.3906 | 50,732.45 | 24,6346 | 51,239.97 | 24,8810 | 51,752.48 | 25,1299 | 52,270.19 | 25,3812 | 52,792.90 | 25,6351 | 53,321.01 | 25,8915 | 53,854.32 | 26,1505 | 54,393.04 |
| 11 | 26.7154 | 55,568.03 | 26,9826 | 56,123.81 | 27,2525 | 56,685.20 | 27,5251 | 57,252.21 | 27,8004 | 57,824.83 | 28,0785 | 58,403.28 | 28,3593 | 58,987.34 | 28,6429 | 59,577.23 |
| 12 | 29.0711 | 60,467.89 | 29,3619 | 61,077.75 | 29,6556 | 61,683.65 | 29,9522 | 62,300.58 | 30,2518 | 62,923.74 | 30,5544 | 63,553.15 | 30,8600 | 64,188.80 | 31,1688 | 64,830.69 |
| 13 | 31.4127 | 65,338.42 | 31,7269 | 65,991.95 | 32,0442 | 66,651.94 | 32,3647 | 67,318.58 | 32,6884 | 67,991.87 | 33,0153 | 68,671.82 | 33,3455 | 69,358.64 | 33,6790 | 70,052.32 |
| 14 | 33.8258 | 70,357.66 | 34,1641 | 71,061.33 | 34,5058 | 71,772.06 | 34,8509 | 72,489.87 | 35,1995 | 73,214.96 | 35,5515 | 73,947.12 | 35,9071 | 74,686.77 | 36,2662 | 75,433.70 |
| 15 | 36.2126 | 75,322.21 | 36,5748 | 76,075.58 | 36,9406 | 76,836.45 | 37,3101 | 77,605.01 | 37,6833 | 78,381.26 | 38,0602 | 79,165.22 | 38,4409 | 79,957.07 | 38,8254 | 80,756.83 |
| 16 | 38.9885 | 81,096.08 | 39,3784 | 81,907.07 | 39,7722 | 82,726.18 | 40,1700 | 83,553.60 | 40,5717 | 84,389.14 | 40,9775 | 85,233.20 | 41,3873 | 86,085.58 | 41,8012 | 86,946.50 |

| Pay Grade | Step 40 | Annual | Step 41 | Annual | Step 42 | Annual | Step 43 | Annual | Step 44 | Annual | Step 45 | Annual | Step 46 | Annual | Step 47 | Annual |
|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|
| 7 | 18.6291 | 38,748.53 | 18,8154 | 39,136.03 | 19,0036 | 39,527.49 | 19,1937 | 39,922.90 | 19,3857 | 40,322.26 | 19,5796 | 40,725.57 | 19,7754 | 41,132.83 | 19,9732 | 41,544.26 |
| 8 | 21.1631 | 44,019.25 | 21,3748 | 44,459.58 | 21,5886 | 44,904.29 | 21,8045 | 45,353.36 | 22,0226 | 45,807.01 | 22,2429 | 46,265.23 | 22,4654 | 46,728.03 | 22,6901 | 47,195.41 |
| 9 | 23.8127 | 49,530.42 | 24,0509 | 50,025.87 | 24,2915 | 50,526.32 | 24,5345 | 51,031.76 | 24,7799 | 51,542.19 | 25,0277 | 52,057.62 | 25,2780 | 52,578.24 | 25,5308 | 53,104.06 |
| 10 | 26.4121 | 54,937.17 | 26,6763 | 55,486.70 | 26,9431 | 56,041.65 | 27,2126 | 56,602.21 | 27,4848 | 57,168.38 | 27,7597 | 57,740.18 | 28,0373 | 58,317.58 | 28,3177 | 58,900.82 |
| 11 | 28.9294 | 60,719.02 | 29,2187 | 60,74.90 | 29,5109 | 61,382.67 | 29,8061 | 61,996.69 | 30,1042 | 62,616.74 | 30,4053 | 63,243.02 | 30,7094 | 63,875.55 | 31,0165 | 64,514.32 |
| 12 | 31.4803 | 65,479.02 | 31,7952 | 66,134.08 | 32,1132 | 66,793.62 | 32,4344 | 67,463.91 | 32,7588 | 68,138.30 | 33,0864 | 68,819.17 | 33,4173 | 69,507.98 | 33,7515 | 70,203.12 |
| 13 | 34.0158 | 70,752.86 | 34,3560 | 71,460.48 | 34,6996 | 72,115.17 | 35,0466 | 72,886.93 | 35,3971 | 73,625.92 | 35,7511 | 74,362.29 | 36,1087 | 75,106.10 | 36,4698 | 75,857.18 |
| 14 | 36.6289 | 76,188.11 | 36,9952 | 76,950.02 | 37,3652 | 77,719.62 | 37,7389 | 78,496.91 | 38,1163 | 79,281.90 | 38,4975 | 80,074.80 | 38,8825 | 80,875.60 | 39,2714 | 81,694.51 |
| 15 | 39.2137 | 81,564.50 | 39,6059 | 82,380.27 | 40,0020 | 83,204.16 | 40,4021 | 84,036.37 | 40,8062 | 84,876.90 | 41,2143 | 85,725.74 | 41,6265 | 86,583.12 | 42,0428 | 87,449.02 |
| 16 | 42.2193 | 87,816.14 | 42,6415 | 88,694.32 | 43,0680 | 89,581.44 | 43,4987 | 90,477.30 | 43,9337 | 91,382.10 | 44,3731 | 92,296.05 | 44,8169 | 93,219.15 | 45,2651 | 94,151.41 |

Addendum B

In addition to the provisions contained in this agreement, the following shall apply to employees of the Police Department.

1. Holidays

- A. Police officers will receive ten days off with pay each fiscal year (eleven days in fiscal years when there is a State General Election) in lieu of holidays, accrued at 10 hours for each day. The first ten (or eleven) days off with pay each fiscal year shall be considered holidays. Time off with pay after the first ten (or eleven) days will be part of accrued annual leave.
- B. Police officers working on a day listed in 14.1 will be paid their regular straight time rate of pay for time worked (holiday pay). However, an officer called to work on a day taken in lieu of a day listed in 14.1 will be paid 1½ times the regular hourly straight time rate of pay, plus holiday pay paid at the regular rate.
- C. If an officer quits or is terminated, the number of days treated as holidays he/she has enjoyed as of the final day of employment will be compared with the holidays enumerated in 14.1. If the officer has taken more days than the number of holidays occurring as of the date of separation, the City will recover pay for those extra days from accrued but unused annual vacation leave or the officer's final paycheck. If the officer has taken fewer days than the number of holidays occurring as of the date of separation, the City will include in final compensation for the unrealized holidays.

2. Clothing Allowance:

Police officers shall receive a clothing allowance of \$500.00 per fiscal year to be paid on the first pay period of the fiscal year. Uniforms and etc., will be ordered and paid according to police department policy. The Employer shall provide standard body armor for all officers. Body armor purchased will meet the standards and replacement schedule based on manufacturers recommendations.

3. Training:

- A. All mandatory in-service training occurring during an officer's off-duty time shall be paid for at one and one-half (1½) times his/her regular hourly rate only after the 86 regular hour base has been met. Refusal to take voluntary training shall not be noted in the employee's personnel file. Employees who fail to attend mandatory training/meetings may be subject to disciplinary action. This action may include, verbal reprimand, written reprimand and/or day(s) off without pay. The exception may be with prior approval from the Chief or his Designee for non-attendance.
- B. Training days will be considered regular shift hours. No officer shall receive pay for regularly scheduled shifts in Libby and overtime pay for training during the same period. For instance, if an officer is scheduled to work nights and is in Helena overnight and training during the day to be weapons instructor, that officer will not be paid for the night shift hours that are covered by another officer in Libby.

- C. In accordance with MCA 7-1-4105, Probationary Police officers who are paid by the employer to attend P.O.S.T. academy training will be required to reimburse the employer for the cost of basic course training if the employee leaves employment with the City of Libby prior to 36 months of service. The probationary officer shall reimburse the city for the total cost of the officer's basic course training, including, but not limited to, salary, per diem, mileage, and expenses paid to the officer and the cost of the basic course. The reimbursement will be reduced proportionally to the months of completed service. Upon hiring, a probationary officer shall sign a Reimbursement Contract with the city to be kept in the officers personnel file.

4. Court Attendance:

An employee required to attend Court as a witness during his/her duty hours will be paid his/her regular straight time hourly rate of pay. An employee required to attend Court as a witness on his/her off-duty time will be paid a minimum of two (2) hours at one and one-half (1½) times his regular straight time hourly rate only after the 86 regular hour base has been met. Witness service shall include necessary travel time to and from the place of trial and time required for presence at Court. It shall be the responsibility of the employee to check with the Court in which he/she is to serve as a witness within the hour preceding the scheduled appearance time to assure no changes in scheduling has occurred. Failure of the employee to make such a check shall result in denial of any payments as set forth in this Section in the event the employee does not serve as a witness because of Court scheduling changes.