

Re: Employment agreement

From: Treasurer (treasurer@eastchinatownship.org)

To: supervisor@eastchinatownship.org

Cc: allenreichle@yahoo.com; froggytg41@yahoo.com; Clerk@eastchinatownship.org; babeldm@yahoo.com; hblackstock@b-a2.com

Date: Monday, June 10, 2024 at 02:48 PM EDT

Hello,

I am not going to rehash my original letter to everyone but there are many points that I brought up regarding pay, benefits and these positions that the supervisor has not addressed below.

I am not against the new position completely nor offering benefits as advertised. Just not the way we are going about it. In my letter I did offer several other solutions(a few of many) that I feel need to be considered instead of just "yes insurance for all three just because it's what we have to do", because that is not the case whatsoever! It's more than \$16,000 that we are paying for essentially.

Nicole

Sent from Nicole's iPhone

On Jun 10, 2024, at 12:16 AM, supervisor <supervisor@eastchinatownship.org> wrote:

Sorry Gang but I forgot the \$9,000 we would not pay to Twp Manager for opt-out so \$16,000 or so impact.

Verne Westrick

East China Township Supervisor

supervisor@eastchinatownship.org

(810) 765-8879 Office

(810) 204-0810 Cell

From: supervisor <supervisor@eastchinatownship.org>

Sent: Sunday, June 9, 2024 11:18 PM

To: Treasurer <treasurer@eastchinatownship.org>

Cc: Ralph Knotts <froggytg41@yahoo.com>; Clerk <Clerk@eastchinatownship.org>; Allen Reichle <allenreichle@yahoo.com>; Debbie Babel <babeldm@yahoo.com>; Herb B <hblackstock@b-a2.com>

Subject: Re: Employment agreement

Nicole (and All),

OK so after I finished typing-this is LONG. Sorry.

I think a significant point here is that the position for the new DPS was advertised and approved by the Board as including many things, one being health care. When we conducted interviews, it was discussed as to "what kind of health care?". We answered that by stating a policy in line with what a position like this would demand. Dwayne asked about would the benefit be similar to what he has now which is either the union plan our employees have or one very similar-can't remember exactly what he has. I firmly believe that a contract without a health care package would not be considered by him. Furthermore, I personally would never approve of us not providing what was "promised" in the advertisement and interview nor asking him to consider taking a higher salary and getting it on his own. I for a fact know how much of a nightmare that is as I have been self-employed most of my life and have tried. I eventually gave up and luckily found a spouse with benefits. 😊

We DID explore many other options to provide health care, mostly through the help of agents. Although the plans varied, one constant was that they required a minimum of 2 employees to participate. Previously we had (Cindy actually) inquired about insurance from OE 324 for non-union staff and she was led to believe that was not available. We subsequently were able to find out we could by a simple Letter of Understanding between us and the union. The particulars were what I presented at the meeting-mainly a flat fee regardless of whether it is a single subscriber, couple, or family and that all non-union staff have to participate if they are employed an average of 30 hours or more annually.

Some other points:

The Park Manager is a part-time permanent position now. It is an at-will position and has no contract. We have a job description that details that and was approved by us last January. I am not sure about the past, but she now is working on more things in the winter months with the direction from Cindy. I only see her hours increasing as well, mainly since we can't find other help for the Parks. And, although this may not be popular, it is my opinion we should be opening the Parks April 1. We are looking at relocation and enlarging the dog park, possibly adding pickle ball courts, and other attractions that could warrant opening sooner.

The Twp Manager contract does not need to be reopened. A simple Letter of Understanding can be executed to adjust the health care clause. I verified this with our Labor Counsel.

There are no office staff employees without health care. As you know I am also very well aware of the gossip and what-not that goes on in the office. This issue does not affect them and has nothing to do with the performance of their duties. The office hours change did, so I can see why that had some blowback. WE as a Board decide what is right or good for our Township, not singularly the staff of the Township. We may and should consider opinions from others when it is constructive and informative, but surely not when it becomes petty and gossip and someone decides that it is their duty or job to gather advice on a Township issue. To me that action is detrimental to our Township business and that information surely should be considered proprietary and/or confidential and not to be shared-especially on a social media site. These are actions that could possibly be considered in violation of their job description/duty and how it relates to disclosure.

Back to the health care issue. We will need to provide a competitive health insurance plan as a part of the compensation package for this position. We also should be (I am) aware of and in support of the need for our Township Manager to now have health insurance that has become unavailable to her recently. Now that I know we would have to have 2 minimum for any policy, we can get her coverage. If someone desires to discuss this point further, please contact me.

So, for me simple math dictates the solution to this. The cheapest way to accomplish this is the OE 324 plan for non-union employees. It is certainly the most cost-effective and comprehensive. It puts all of our employees on the same benefit plan. And the bonus: We can cover an employee who honestly has been through a lot of promises, compromise, confusion, and frankly personal vendettas and do it for nothing as the total for the 3 is still cheaper than any other plan we could find that only covers the 2. To spend more and only cover 2 is fiscally irresponsible and why? Just to smite an employee for unknown reasons? Or fear of what other staff will think, say, or feel? And to me someone who works more than 30 hours per week is closer to full-time than part-time. And who knows by gaining a benefit that she surely could use and needs might go a long way for morale and a show of support.

I consider this the best option to handle this issue. Also noteworthy, the salary and benefits package including health insurance for the DPS was budgeted for this year. I believe the figure we used was \$30,000 for health care coverage, but please don't hold me to that. I was unaware that you cannot as an employer cover a single employee when we prepared the budget for the position. The additional (\$25,000 +/-) for our Twp and Park Managers to be covered is available in numerous other funds that have a surplus that can be allocated to those funds.

If anyone can find a better way, I would welcome it. Please let me know your comments, questions, concerns.

Thanks,

Verne Westrick

East China Township Supervisor

supervisor@eastchinatownship.org

(810) 765-8879 Office

(810) 204-0810 Cell

From: Treasurer <treasurer@eastchinatownship.org>

Sent: Thursday, June 6, 2024 7:27 AM

To: supervisor <supervisor@eastchinatownship.org>

Cc: Ralph Knotts <froggytg41@yahoo.com>; Clerk <Clerk@eastchinatownship.org>; Allen Reichle <allenreichle@yahoo.com>; Debbie Babel <babeldm@yahoo.com>; Herb B <hblackstock@b-a2.com>; Cindy Paparelli <Cindy@eastchinatownship.org>

Subject: Re: Employment agreement

Good morning,

Verne, I wouldn't say we all didn't have issues with the healthcare NB3... We never looked at other scenarios... (not just talking about insurance companies either) I have issue providing insurance to a part time seasonal employee (which the agreement was just approved this Jan), the manager has a contract already too. The twp. Would be spending big \$\$\$'s and going against normal practices for providing insurance just to try to get one person as newly employed. Is that position worth that kind of extra money that will only go up every year? Why is the twp not negotiating to maybe pay one person a bit extra to get their own insurance? This is a snowball effect where we keep spending more and more without regard that none of this was in the budget. I don't see how any of this can get approved without a new contract for the Township manager and a new contract for the Parks Manager along with the healthcare policy as they are all tied together now.

Also, did anyone else happen to notice an office employee on Facebook asking for advice on full time ins benefits for only working 30 hrs?? I found it interesting!... snowball effect! I think staff may hear more around office than you think plus they see agendas. This will not be good for the township. We all know how the office hours changing went!

Does the board plan to meet ahead of time to discuss? Or are we doing closed session again?

Thanks,
Nicole Hart
Treasurer, East China Township

Sent from Nicole's iPhone

On Jun 4, 2024, at 11:35 PM, supervisor <supervisor@eastchinatownship.org> wrote:

That is correct Ralph. I told Cindy that we didn't have any issues with the health care. It was postponed by request of some Board members only since it is tied to the employment contract. It will be approved on June 17 after we approve the employment agreement for the DPS (For Allen-Director of Public Services, lol).

If anyone has any other questions or items to be clarified, please let me know. We expect to have the enrollment agreement/information for the union health care by the end of the week and I would like the final draft of the employment agreement complete by then also.

Thanks,

Verne Westrick

East China Township Supervisor

supervisor@eastchinatownship.org

(810) 765-8879 Office

(810) 204-0810 Cell

From: Ralph Knotts <froggytg41@yahoo.com>

Sent: Tuesday, June 4, 2024 4:02 PM

To: supervisor <supervisor@eastchinatownship.org>; Clerk <Clerk@eastchinatownship.org>; Treasurer <treasurer@eastchinatownship.org>; Allen Reichle <allenreichle@yahoo.com>; Debbie Babel <babeldm@yahoo.com>; Herb B <hblackstock@b-a2.com>; Cindy Paparelli <Cindy@eastchinatownship.org>

Subject: Re: Employment agreement

Cindy--Looks OK to me, only I thought we were going to try to get him, you and the park Mgr on the Union health Plan as non-union members. Ralph

On Tuesday, June 4, 2024 at 03:35:35 PM EDT, Cindy Paparelli <cindy@eastchinatownship.org> wrote:

Good afternoon,

My apologies for any issues with NB-1 it appears that page 2 was not included / provided. Based on meeting minutes I am providing the following clarifications:

SECTION 3,4,5 – page was missing now included in full document attached.

SECTION 7 – The defined contribution rates are the same as are in the Township Manager contract. The highlighted wording was added to assist the Employee in understanding how the 457 plan works and is taken directly from the Collective Bargaining Agreements and is providing clarification to the terms of the 457 plan. The employee can contribute as much to the 457 plan as legally allowed by IRS, but the Township will only match up to 1%. That 1% will go into the defined benefit plan (not into the 457), as described in the CBA. The 457 will only hold the employee contributions.

SECTION 7.

DEFINED CONTRIBUTION RETIREMENT PLAN

The Township shall contribute 8% of Director of Public Services' annual base salary (as set forth in SECTION 6 above) on behalf of the Employee to a defined contribution plan provided through the Municipal Employees Retirement System. The Employee shall contribute 4% of his annual base salary via payroll deduction to this plan. The Employee shall be deemed immediately vested upon participation in this defined contribution plan. In addition, nothing in this Agreement should be construed to prohibit the Employee from contributing, from his salary to a 457 deferred compensation plan that is offered by the Township to other employees. At the time of this agreement, that plan allows employees to contribute as much as they wish up to the IRS limit to the 457 Plan. For each payroll period in which the employee contributes into the 457 Plan, the Township will match dollar-for-dollar to the defined contribution plan up to the first 1% of the employee's base wages of that pay period. In no event will the Township's matching contribution made on behalf of an employee exceed 1% of the employee's base wages per pay period. The Township shall not contribute more than 9% of employee's base wages for its total contributions.

SECTION 9 – *added words in italics* to clarify banked / accumulated PTO time and payout of accumulated time:

SECTION 9.

PAID TIME OFF

Upon ratification of the Agreement, the Employee shall receive 160 hours of Paid Time Off (***equals to 20 days***) Effective July 1, 2025 and each succeeding July 1, the Employee shall receive 160 hours of Paid Time Off (***equals to 20 days***). The Employee must notify the Township Manager in writing if he is planning to take more than 5 Paid Time Off days in a row, and must have prior written approval from the Township Manager to take more than 10 Paid Time Off days in a row . ***The Employee is allowed to accumulate a maximum***

of 320 hours of Paid Time Off (equals to 40 days). Upon retirement or voluntary termination with the Township, the Employee will be paid 50% of his accumulated Paid Time Off at the Employee's pay rate. The Employee shall receive no sick days and will use Paid Time Off instead of sick days. Paid Time Off is in addition to the Township holidays as enumerated in the collective bargaining agreement of the clerical employees' unit. In the event of death of his spouse, mother, father, brother, sister, child, grandparent, father-in-law, mother-in-law, sister-in-law, brother-in-law, or stepchild, the Employee shall receive three days of paid funeral leave, which is separate from PTO.

SECTION 11 – was mis numbered as a duplicate SECTION 12. That has been corrected.

I hope this helps.

Cynthia Paparelli, MPA

East China Township Manager

810-765-8879 x119