

**MEMORANDUM OF UNDERSTANDING**

**between**

**the TOWN OF McCANDLESS**

**and**

**McCANDLESS POLICE OFFICERS ASSOCIATION**

**for the years 2023-2026**

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MEMORANDUM OF UNDERSTANDING

between

the TOWN OF McCANDLESS

and

McCANDLESS POLICE OFFICERS ASSOCIATION

PREAMBLE

This Memorandum of Understanding is entered into by and between the TOWN OF McCANDLESS, PENNSYLVANIA and McCANDLESS POLICE OFFICERS ASSOCIATION for police patrol officers employed by the Town and replaces and supersedes the prior Memorandum of Understanding dated August 23, 1993, and any subsequent amendments hereto.

## **ARTICLE I**

### **Agreement**

Made as of January 1, 2023, by and between the TOWN OF McCANDLESS (hereinafter referred to as the "Town"), and the McCANDLESS POLICE OFFICERS ASSOCIATION (hereinafter referred to as "MPOA").

WHEREAS, the parties hereto are bound by the act of the Pennsylvania Legislature, being Act No. 111 of the regular 1968 Session entitled, "Police and Firemen Collective Bargaining", and,

WHEREAS, a majority of the members of the Police Department have, pursuant to Section 1 of Act No. 111, designated the MPOA to negotiate on behalf of the members of the Department with the Town regarding the terms and conditions of their employment, and,

WHEREAS, the parties, through their designated representatives, have bargained collectively regarding wages and other conditions of employment, pursuant to the binding arbitration section of Act 111, and,

NOW, THEREFORE, this contract, in consideration of the mutual promises and in consideration of the following agreements by and between the Town of McCandless and the McCandless Police Officers Association do hereby agree with each other as follows:

## **ARTICLE II**

### **Recognition**

The Town of McCandless hereby recognizes the McCandless Police Officers Association as the sole and exclusive collective bargaining representative for wages and other terms and conditions of employment pursuant to the Certification of Representation by the Pennsylvania Labor Relations Board, in accordance with Act III and the Pennsylvania Labor Relations Act, in Case No. PF-R-83-37-W, dated December 19, 1983, for all officers of the McCandless Police Force from the rank of police officer through the rank of Lieutenant; and excluding all management level employees.

The Town agrees that it will not enter into any written or oral agreement with any employees covered by this Agreement which is inconsistent with or which in any way modifies or waives any provision of this Agreement.

**ARTICLE III**  
**Term of Agreement**

This Agreement shall be effective from January 1, 2023 through December 31, 2026, and shall remain in force and effect from year to year thereafter, unless either Party shall notify the other, in writing, on or before July 1, 2026 and on or before July 1 of each calendar year thereafter, of any desire to terminate and/or modify any of its provisions in effect at that time, as of the first day of the next following calendar year.

## **ARTICLE IV**

### **Definitions**

The following terms shall apply to persons employed as Police Patrol Officers in the Town of McCandless:

(a) "Police Patrol Officer" shall mean all full-time and regular part-time police officers including but not limited to patrol officers, sergeants and lieutenants. The Chief of Police and any other management level employees exercising managerial authority by virtue of Act III and the Pennsylvania Labor Relations Act are excluded.

(b) "Basic Wage Rate" means a given Police Patrol Officer's base annual wage divided by 2,080 hours. It is also referred to herein as "straight time rate".

(c) "Overtime Pay" means pay at an hourly rate of time and one-half of a given Police Officer's base wage rate.

(d) "Court Time" means any time except magisterial court time spent at any judicial proceeding arising out of police work (excepting civil cases) where the Police Patrol Officer's presence is required for processing or prosecution of the case.

(e) "Magisterial Court Time" means any time spent at any magisterial court proceeding arising out of police work (excepting civil cases) where the Police Patrol Officer's presence is required for processing or prosecution of the case.

(f) "Extra Work Detail" means any police work performed at the request of the Town for persons or legal entities other than the Town.

(g) "Kelly Time" shall mean the difference between the normal work period of eighty (80) hours over a two-week period and the police officer's eighty-four (84) hours over a two-week period. Kelly Time is paid time off from work.

**ARTICLE V**  
**Shift Assignments**

(a) Except as modified by subsection (c), below, shift assignments for each month or four (4) week period shall be posted on the first day of the previous schedule or for an eight-week period. Once posted, the Town will not change shift assignments except as follows:

(1) The Chief may alter work shifts during any twenty-eight (28) day period due to the unforeseen availability of more than one scheduled police officer for more than ten (10) days.

(2) by mutual consent of two Police Patrol Officers involved in the exchange of their respective shift assignments with the prior knowledge and approval of the Chief of Police or his designate;

(3) to accommodate holiday passes; and

(4) to accommodate schooling.

(b) Nothing contained herein shall be construed to prevent the Town from calling the Police Personnel for overtime work as needed.

(c) 12 – Hour Patrol Shifts: Officers will be assigned in one (1) of four (4) patrol platoons by seniority. The platoons will be 0700 – 1900A, 0700 – 1900B, 1900 – 0700A, and 1900 – 0700B. Officers will work a designated shift for (3) months (quarterly) before switching to the opposite shift. Officers will be permitted to switch shifts for the quarter or anytime during the quarter.

(d) Work Shift: The consecutive work day period shall be fourteen (14) days and comprised of eighty-four (84) hours in that two week period. Patrol Officers will work a total of seven (7) twelve (12) consecutive hour shifts in the two week pay period. Eighty (80) hours will be compensated at the straight time rate and four (4) hours shall be counted as Kelly Time. The base hourly rate shall be computed by dividing the officer's applicable base annual salary rate by 2,080, which is consistent with the manner in which the base hourly rate is computed for officers working the 8-hour daily schedule.

(e) Kelly Time: Each officer assigned to work a twelve (12) hour shift will receive four (4) hours of Kelly Time every two weeks. After three (3) consecutive pay periods (6 weeks), an officer will accumulate twelve (12) hours of Kelly Time. Officers shall utilize the Kelly Time off in increments of 12-hour (whole day) increments within six (6) weeks of earning a full day. The use of Kelly Time off shall not cause overtime due to a shift falling below minimum manpower.

**ARTICLE VI**  
**Shift Differential**

A shift differential of ten cents (10 ¢) per hour will be paid for any regularly scheduled shift which starts at or after 12:00 noon or before 10:30 p.m., provided the shift is worked. A shift differential of twenty cents (20 ¢) per hour will be paid for any regularly scheduled shift which starts at or after 10:30 p.m. or before 6:00 a.m., provided the shift is worked.

## ARTICLE VII

### Overtime

(a) Overtime work consists of any hours of work, rounded up to the next highest one-quarter hour, in excess of eight (8) hours on any regularly scheduled work day, or forty (40) hours in any regularly scheduled work week. For officers working a twelve (12) hour shift schedule, overtime work consists of any hours of work, rounded up to the next highest one-quarter, in excess of twelve (12) hours on any regularly scheduled work day, or eighty four (84) hours in any regularly scheduled two-week pay period. There shall be no pyramiding of overtime. It is expressly agreed that overtime work will include work required and performed by an employee before and after any scheduled work shifts, during call-outs, court time, required departmental meetings, and/or extra work details, as assigned by the Town.

(b) The overtime pay rate shall be one and one-half (1-1/2) times his/her basic hourly salary rate for each hour of overtime work performed by an employee. The basic hourly pay rate will be computed on the basis of the basic annual salary rate earned by the employee, as divided by 2,080 hours, for all overtime work. Overtime rates shall be paid for a minimum of four (4) hours in which overtime is performed unless otherwise noted.

(c) Overtime rates shall be paid for a minimum of four (4) hours in which overtime is performed for any Court Time or Magisterial Court Time required on a regularly scheduled day off (vacation day, personal day, holiday pass, pass day). *Exception:* A three hour minimum is paid for Magisterial Court Time, not including preliminary hearings, if an officer has changed his/her regularly scheduled days off.

(d) The aforesaid four-hour minimum of compensated work time as mentioned in subparagraph (c) above shall not be applicable to:

(1) Any overtime which is a continuation (either immediately before or immediately after) of the Police Patrol Officer's regular shift.

(2) Except as provided in subparagraph (c) above, any overtime for Magisterial Court work shall be subject to a two-hour minimum at overtime pay.

(e) General overtime and extra work details shall be assigned on a rotational basis for Police Patrol Officers, including Lieutenants and Sergeants, who will be listed and asked to work overtime in turn, as each one's name comes up on the list. If the Police Patrol Officer declines the offer, the next Police Patrol Officer on the list will be offered the overtime. The Police Patrol Officer must make an immediate determination of whether or not he or she will accept the overtime offered when asked. The Police Patrol Officer may later accept the overtime as long as no other Police Patrol Officer has accepted the offer of overtime. The declining Police Patrol Officer will not be offered overtime work again until his/her name comes up through normal rotation; provided, however, if a Police Patrol Officer whose name comes up for overtime is regularly scheduled to work, or cannot be contacted, his/her name shall remain at the top of the overtime list. In the event of exigent circumstances, the Chief or designee may utilize any Patrol Person available regardless of place on list. Extra work details shall also be assigned on a rotational basis, in the manner specified above for general overtime.

(f) Compensatory Time: Police officers will be able to accumulate up to a maximum of 40-hours of compensatory time off in lieu of overtime, earned at one and one-half (1 ½) hours for each hour of overtime worked, subject to the following restrictions. The use of compensatory time must be approved by the chief or his designee. Compensatory time must be used in any calendar year by November 15 and any unused compensatory time for that year will be paid to the police officer in the first pay in December of that year. Compensatory time may be used by the officers in 4-hour increments.

## ARTICLE VIII

### Salaries

POLICE PATROL OFFICERS. Basic annual salary rates for bargaining unit Police Patrol Officer job incumbents shall be established and increased, based upon years of incumbency service on and after January 1 of each calendar year this Agreement is in effect, as follows:

<u>SERVICE</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Less than one year	\$58,762	\$60,525	\$62,341	\$64,211
Greater than one year but less than two years	\$76,284	\$78,573	\$80,930	\$83,358
Greater than two years but less than three years	\$84,209	\$86,735	\$89,337	\$92,017
Greater than three years but less than four years	\$92,132	\$94,896	\$97,743	\$100,675
Greater than four years but less than five years	\$100,053	\$103,055	\$106,147	\$109,331
Greater than five years	\$107,978	\$111,217	\$114,554	\$117,991

Any Police Patrol Officer job incumbent who is assigned to any higher rated job shall be paid the salary established for that higher rated job, for the entire period of that Assignment.

<u>SERVICE</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Sergeant	\$118,791	\$122,355	\$126,026	\$129,807
Lieutenant	\$130,672	\$134,592	\$138,630	\$142,789

**ARTICLE IX**  
**Longevity Pay**

A. Effective January 1, 2014, each bargaining unit Police Patrol Officer job incumbent shall be granted longevity pay amounts as shown below for each year of continuous service in and for the Town of McCandless. For employees (Police Patrol Officers) hired after January 1, 2014, longevity shall commence after completion of five (5) years of service.

**Longevity Rates for Contract Period 2023 through 2026**

Years of Svc.	2023		2024		2025		2026	
	Rate/Yr. of Svc.	Total Pay	Rate/Yr. of Svc.	Total Pay	Rate/Yr. of Svc.	Total Pay	Rate/Yr. of Svc.	Total Pay
1	0.00%	0	0.00%	0	0.00%	0	0.00%	0
2	0.00%	0	0.00%	0	0.00%	0	0.00%	0
3	0.00%	0	0.00%	0	0.00%	0	0.00%	0
4	0.00%	0	0.00%	0	0.00%	0	0.00%	0
5	0.57%	598	0.57%	615	0.57%	634	0.57%	653
6	0.69%	723	0.69%	745	0.69%	767	0.69%	790
7	0.81%	849	0.81%	875	0.81%	901	0.81%	928
8	0.92%	964	0.92%	993	0.92%	1,023	0.92%	1,054
9	1.04%	1090	1.04%	1,123	1.04%	1,157	1.04%	1,191
10	1.54%	1,614	1.54%	1,663	1.54%	1,713	1.54%	1,764
11	1.69%	1,772	1.69%	1,825	1.69%	1,880	1.69%	1,936
12	1.85%	1,939	1.85%	1,998	1.85%	2,058	1.85%	2,119
13	2.00%	2,097	2.00%	2,160	2.00%	2,224	2.00%	2,291
14	2.15%	2,254	2.15%	2,322	2.15%	2,391	2.15%	2,463
15	2.31%	2,422	2.31%	2,494	2.31%	2,569	2.31%	2,646
16	2.46%	2,579	2.46%	2,656	2.46%	2,736	2.46%	2,818
17	2.61%	2,736	2.61%	2,818	2.61%	2,903	2.61%	2,990
18	2.77%	2,904	2.77%	2,991	2.77%	3,081	2.77%	3,173
19	2.92%	3,061	2.92%	3,153	2.92%	3,248	2.92%	3,345
20	3.08%	3,229	3.08%	3,326	3.08%	3,425	3.08%	3,528
21	3.23%	3,386	3.23%	3,488	3.23%	3,592	3.23%	3,700
22	3.38%	3,543	3.38%	3,650	3.38%	3,759	3.38%	3,872
23	3.54%	3,711	3.54%	3,822	3.54%	3,937	3.54%	4,055
24	3.69%	3,868	3.69%	3,984	3.69%	4,104	3.69%	4,227
25	3.85%	4,036	3.85%	4,157	3.85%	4,282	3.85%	4,410
26	4.00%	4,193	4.00%	4,319	4.00%	4,449	4.00%	4,582
27	4.15%	4,351	4.15%	4,481	4.15%	4,616	4.15%	4,754
28	4.31%	4,518	4.31%	4,654	4.31%	4,793	4.31%	4,937

Years of Svc.	2023		2024		2025		2026	
	Rate/Yr. of Svc.	Total Pay	Rate/Yr. of Svc.	Total Pay	Rate/Yr. of Svc.	Total Pay	Rate/Yr. of Svc.	Total Pay
29	4.46%	4,676	4.46%	4,816	4.46%	4,960	4.46%	5,109
30	4.61%	4,833	4.61%	4,978	4.61%	5,127	4.61%	5,281
31	4.77%	5,001	4.77%	5,151	4.77%	5,305	4.77%	5,464
32	4.92%	5,158	4.92%	5,313	4.92%	5,472	4.92%	5,636
33	5.08%	5,326	5.08%	5,485	5.08%	5,650	5.08%	5,819
34	5.23%	5,483	5.23%	5,647	5.23%	5,817	5.23%	5,991
35	5.38%	5,640	5.38%	5,809	5.38%	5,983	5.38%	6,163

B. Continuous service for longevity pay calculations and payments to each bargaining unit Police Patrol Officer job incumbent shall mean his/her uninterrupted employment, except for any military or other authorized leaves of absence therefrom, commencing on the first day of work performed, in and for the Town of McCandless.

C. Longevity pay entitlements will be granted to each bargaining unit Police Patrol Officer job incumbent on the first pay day following the date on which each year of continuous service is established in accordance with these longevity pay provisions.

D. Longevity pay shall be prorated during the final year of an officer's employment.

**ARTICLE X**  
**Probationary Personnel**

All new Police Patrol Officers are in probationary status prior to completion of one (1) year of continuous actual straight time work, exclusive of periods of training required by the Police Department. The Chief of Police may in his discretion recommend to Town Council the continuation of the probationary status of a Police Patrol Officer for an additional six (6) months. Town Council must approve the continuation of probationary status. Any employee in a probationary status may be terminated with or without cause.

**ARTICLE XI**  
**Pay Days**

Pay days shall be every other Friday of each calendar year. This will usually result in 26 pay days, and occasionally 27 pay days per calendar year. Any pay items occurring between the last pay in a year and the end of the year would be paid on the first pay day of the next year.

**ARTICLE XII**  
**Uniform Allowance**

(1) Each working Police Patrol Officer shall be granted a uniform allowance in each calendar year of this Agreement as follows: One and one-quarter percent (1-1/4%) of a Police Patrol Officer's highest base annual salary. This amount shall be capped at a maximum amount of One Thousand Three Hundred and Ten Dollars (\$1,310.00) during the term of this agreement. The capped amount shall expire as of midnight on December 31, 2026. The uniform allowance will be disbursed in semi-annual allotments, unless otherwise arranged with the Chief of Police.

(2) On an annual basis, uniform specifications shall be determined by the Chief of Police.

(3) Each working Police Patrol Officer shall be allowed to apply for a waiver to purchase uniform parts different from those allowed by the approved specifications.

(4) The Town shall pay for repairs and replacements of Police uniforms damaged in the line of duty.

(5) All civilian clothing purchases by working Police Patrol Officers required to wear civilian clothing shall be made in the manner ordinarily followed for Town purchases, to include having the Police Patrol Officer make out a requisition, secure a purchase order, and then purchase the item at the store designated by the Town, making use of a charge account maintained at that store by the Town.

(6) Expenditures for uniforms after an officer is eligible to retire or has given notice of his/her intent to resign from employment with the Town shall require specific approval of the Chief of Police.

## **ARTICLE XIII**

### **Meet and Discuss Sessions**

The McCandless Police Officers Association and representative(s) of the Town administration may meet to discuss matters of joint concern.

## **ARTICLE XIV**

### **Training**

The Town agrees to conform to MPOETC Regulations, that is, while the Police Patrol Officer obtains training required by the Town in compliance with MPOETC Regulations, the following shall be provided:

- (a) Regular Salary
- (b) Tuition
- (c) Travel mileage expenses at the established rate per mile per car load of Police Patrol Officers.
- (d) Regular (regular being defined as those expenses required by the training program of all those in attendance) living expenses (room and board) incurred.
- (e) Regular expenses for books and supplies as required by the training program.

Employees selected for additional training will be provided such training on a fair and equitable basis by the Town.

**ARTICLE XV**  
**Moonlighting**

(a) Any Police Patrol Officer may perform any activity that generates income, net profit or from time to time net loss; provided, however, the Town may prohibit employment involving a bona fide conflict of interest. A Police Patrol Officer wishing to work a second job shall do so only upon securing the Town's prior approval through the Chief of Police. The approval shall not be unreasonably withheld. The Town management shall have the right to demand from Police Patrol Officers the name of the other employer, its address and telephone numbers, as well as the hours the Police Patrol Officer spends working there. The employment as described in this section shall not exceed twenty-four (24) hours per week. The Town shall not be responsible for any expense for certifications necessary for any off-duty work, security or any other type.

(b) It is the intent of the parties that Police Patrol Officers should be free to engage in outside employment as specified in the aforementioned paragraph, so long as such employment does not impair the effectiveness of a Police Patrol Officer's on-duty job performance or reflect dishonor on the Town or the Police Department. The Police Patrol Officer will not use any Department equipment for the performance of such off-duty work except work arranged by the Town in the form of extra work details. Any Police Patrol Officer violating this Article shall be subject to disciplinary action provided that the Officer has been given advance notice of the Town's belief that this Article has been violated.

(c) No weapon purchased through or owned by the Town, used in mandatory firearm qualifications or carried on duty, may be used during outside employment (does not include overtime assignments).

## **ARTICLE XVI**

### **Jury Duty**

A Police Patrol Officer required to serve as a juror on a particular day is excused from his/her regular shift for that day with pay.

The Police Patrol Officer shall reimburse the Town for compensation received for jury duty except for reimbursement for mileage which the employee shall retain.

When an employee receives notice that he is to report for jury duty, he shall notify his/her supervisor on his next regularly scheduled work day.

## ARTICLE XVII

### Health Insurance

#### A. Continuation of Benefits

1. The Town provides the PPO 500 plan with an applicable deductible of \$500/1,000. Beginning on January 1, 2024, each police officer shall pay the first twenty five percent (25%) of the deductible amount commensurate with the level of coverage utilized by that police officer. Once that amount is met, the Town shall pay the remaining portion of the deductible, up to seventy five percent (75%) of the deductible amount commensurate with the level of coverage utilized by that police officer. The Town shall maintain the PPO 500 plan throughout the term of this Memorandum of Understanding, but may change health insurance carriers as long as:

- a. The Town meets with the MPOA prior to plan implementation, and
- b. The new plan contains at least a similar level of coverages, benefits, and plan network as the existing plan.

2. The applicable cost of hospital/surgical/major medical insurance will be borne by the Town while Police Patrol Officer is on the Town's payroll and for a two (2) year period after Police Patrol Officer is no longer receiving sick leave pay from the Town and does not have similar health insurance available from another source.

3. To the extent that such payments are accepted by the carrier therefor, affected bargaining unit Police Patrol Officers will be offered an opportunity to reimburse the Town for hospital/surgical/major medical insurance premium payments due after this two (2) year period under these provisions.

4. The Town will pay an amount equivalent to two (2) months current premium, based on the level of coverage declined, at the end of each year to each Police Patrol Officer who declines coverage from said hospitalization/surgical/major medical program and

contributions will not be deducted from wages during that year. In the event a Police Patrol Officer returns to the Town's medical program, this amount will be prorated in accordance with the number of months there was no coverage. Subject to insurance provided regulations, the Police Patrol Officer may re-enter the Town medical program at any time. In the event a Police Patrol Officer discontinues his employment, this amount will be prorated in accordance with the number of months there was no coverage and will be paid with the last paycheck the officer is entitled to receive.

5. Each Police Patrol Officer covered under the Town's health insurance plan shall contribute toward the cost of the plan as follows: seven percent (7.0%) of premium beginning on January 1, 2023; ten percent (10%) of premium beginning on January 1, 2024 and continuing through December 31, 2025; and, eleven percent (11%) of premium beginning on January 1, 2026.

B. Affordable Care Act

At the time of execution of this Agreement, considerable uncertainty concerning the details and effect of the Federal Affordable Care Act (ACA) exists. Particularly, the federal agencies with jurisdiction have yet to issue final regulations concerning many of the provisions and terms of the ACA. For example, a notice requirement concerning ACA's health insurance exchanges has been delayed, and regulations which will define those ACA health insurance exchanges have not yet been issued. In order to overcome this uncertainty, the parties have negotiated this Agreement based upon the mutual belief and premise that the health care plan and benefits being provided to the Police Officers under this Agreement will be in compliance with any requirements of the ACA concerning essential health benefits and will not constitute a "Cadillac plan" for purposes of requiring the Town to pay a 40% excise tax, and will not have adverse economic consequences to the parties which are not currently known. In the event that either the Town of McCandless or the Police Officers suffer a material negative economic impact as a result of the ACA, or any regulations promulgated by the federal agencies with jurisdiction thereunder, or any action taken or not taken by the Commonwealth of Pennsylvania as a result of its concurrent authority or jurisdiction under the ACA, then the parties agree to negotiate over possible amendments to this Agreement to address said material negative economic consequences in accordance with Act 111 of 1968, including interest arbitration if necessary. The scope of any such negotiations or Act 111 arbitration proceedings shall be limited to possible amendments to the health insurance provisions of the

Agreement, which will address the effects of any material negative economic impacts caused by the ACA, as stated above.

**ARTICLE XVIII**  
**Smoking Cessation Program**

**STOP SMOKING CLINIC**

The Town will provide to a Police Patrol Officer who smokes an opportunity to attend a stop smoking clinic which will be chosen by the Town and provided for at the Town's expense. This benefit will be provided one time only. If after attending the clinic a Police Patrol Officer continues to smoke, he/she will be obligated to reimburse the Town for the cost of the stop smoking clinic.

## **ARTICLE XIX**

### **Life Insurance**

Bargaining unit employees will be provided basic life insurance coverage, plus double indemnity for accidental death, in each calendar year of this Agreement, as follows: 100% of base salary, rounded to the next highest \$5000.

**ARTICLE XX**  
**Pension Costs and Benefits**

(a) The Restatement of the Town of McCandless Police Pension Plan officially issued by Arbitrator Ronald F. Talarico on November 8, 1989 and officially published on November 28, 1989 is made effective as of January 1, 1989. Any amendments to the Police Pension Plan require adoption by resolution of Town Council and when adopted are therefore incorporated herein.

(b) The Pension Plan shall be amended as described in Resolution #28 of 1999.

(c) The Town will set the percentage of Police Pension Contributions annually in accordance with Act 600. During the term of this Agreement the employee contribution rate shall not exceed five percent (5%).

(d) An Act 24 early retirement benefit (actuarially reduced retirement at twenty {20} years of service) will be added to the Police Pension Plan.

(e) The Pension Plan shall be amended to provide for a zero Social Security offset subject to an annual report as to the actuarial soundness of the Pension Plan.

(f) Retiree Health Insurance Reimbursement – For all Officers hired prior to January 1, 2024, the Town will reimburse a retiree for the cost of health insurance for an individual or, if applicable, husband and wife; until the retired Police Patrol Officer is eligible for Medicare, or age 65, whichever is later; provided however, the reimbursement to the retiree shall not exceed the amount paid by the Town for individual coverage or, if applicable, husband and wife coverage, at the rate in effect at the Officer's last day of employment, and provided further, that he/she:

(1) does not have health insurance available through an employer that is offered to a full-time employee of that employer,

(2) is not or does not become self-employed,

(3) whose spouse does not have health insurance available through an employer that is offered to a full-time employee of that employer,

(4) whose spouse is not or does not become self-employed.

If marital status changes, the rate of contribution will be adjusted, as applicable, to the individual rate or the husband/wife rate which was in effect at the time of the Officer's retirement.

If an eligible retired officer elects to obtain family coverage, any difference in costs in excess of what the retiree would otherwise be entitled to shall be borne by the retiree.

The Town must receive an annual certification by January 1 of each applicable year from the retired Police Patrol Officer indicating marital status and that the Officer or his/her spouse does not have health insurance, as described above, available; otherwise, payment of this benefit will cease. Payment of this benefit will resume the month following receipt of this certification by the Town.

The retiree may elect to continue any statutory coverage (i.e., current COBRA benefits) that allows a period of continued coverage upon an employer health insurance plan. When such coverage ends, the retiree shall submit documentation of health insurance coverage which the retiree obtains, and the costs thereof, in order to receive the Town's reimbursement for such coverage.

If the Officer or his/her spouse is or becomes employed, and health insurance as described above is available from the employer, or the Officer or spouse becomes self-employed, the Officer must notify the Town in writing within seven (7) calendar days.

As soon as the retired Police Patrol Officer reaches age 65 or is eligible for Medicare, whichever is later, the Town will cease paying this benefit.

Any subsidy received by a retired Police Patrol Officer under the ACA shall be offset against the Town's reimbursement toward the cost of health insurance incurred by the retired Police Patrol Officer.

For all Officers hired after January 1, 2024, the Town will reimburse a retiree for the cost of health care insurance for the retiree only for a period of up to five (5) years from the officer's date of retirement or until the officer reaches the age of Medicare eligibility, whichever occurs first, provided however, the reimbursement to the retiree shall not exceed the amount paid by the Town for individual coverage at the rate in effect at the officer's last day of employment, and provided further, that he/she:

(1) does not have health insurance available through an employer that is offered to a full-time employee of that employer,

(5) is not or does not become self-employed.

The Town must receive an annual certification by January 1 of each applicable year from the retired Police Patrol Officer indicating the Officer does not have health insurance, as described above, available; otherwise, payment of this benefit will cease. Payment of this benefit will resume the month following receipt of this certification by the Town.

The retiree may elect to continue any statutory coverage (i.e., current COBRA benefits) that allows a period of continued coverage upon an employer health insurance plan. When such coverage ends, the retiree shall submit documentation of health insurance coverage which the retiree obtains, and the costs thereof, in order to receive the Town's reimbursement for such coverage.

If the Officer is or becomes employed, and health insurance as described above is available from the employer, the Officer must notify the Town in writing within seven (7) calendar days.

Any subsidy received by a retired Police Patrol Officer under the ACA shall be offset against the Town's reimbursement toward the cost of health insurance incurred by the retired Police Patrol Officer.

(g) A Police Patrol Officer who requests an Act 24 early retirement after twenty (20) years of service will receive the applicable retiree health insurance reimbursement prorated in the same manner as the actuarially-reduced Act 24 benefit. The Officer must otherwise satisfy the eligibility requirements stated above. The applicable benefit will be the amount that is paid on behalf of the Officer by the Town on the last day of employment.

(h) A Deferred Retirement Option Plan (DROP) provision is added to the Memorandum of Understanding as Addendum 1 and will be added to the Town of McCandless Police Pension Plan.

2010. (i) The Pension Plan shall be amended as described in Resolution No. 30 of

**ARTICLE XXI**  
**Dental and Vision Insurance**

**Section 1 - Dental Care**

The Town will provide and assume the cost of a high option dental care insurance program for Police Patrol Officers and their dependents. The Town will also provide orthodontic coverage. This coverage shall be a One Thousand Dollar (\$1,000.00) maximum per lifetime. Each Police Patrol Officer covered under the Town's dental care insurance plan shall contribute toward the cost of the plan as follows: ten percent (10%) of premium beginning on January 1, 2024 and continuing through December 31, 2025; and, eleven percent (11%) of premium beginning on January 1, 2026.

**Section 2 - Vision Care**

The Town will provide and assume the cost of a vision care insurance program for Police Patrol Officers and their dependents. Each Police Patrol Officer covered under the Town's vision care insurance plan shall contribute toward the cost of the plan as follows: ten percent (10%) of premium beginning on January 1, 2024 and continuing through December 31, 2025; and, eleven percent (11%) of premium beginning on January 1, 2026.

## ARTICLE XXII

### **Short Term and Long-Term Disability Insurance**

The Town will provide a "70% grossed up" short term disability insurance policy commencing as soon as practicable upon signing of the Memorandum of Understanding as described in the plan document provided by the current insurance carrier. The cost of the premium for this insurance policy will be added to the Police Patrol Officer's salary. The Officer will pay taxes on the premium as prescribed by law.

The application process for STD and LTD shall be initiated with the Police Administration.

An officer's time on short-term disability leave up to a maximum of 12 calendar weeks, shall count as time worked for pension purposes so long as the leave is for a qualifying FMLA purpose or event.

## **ARTICLE XXIII**

### **Sick Leave**

(a) Sick leave shall not be considered as a privilege which a Police Patrol Officer may use at his/her discretion, but shall only be allowed in case of actual sickness or disability of the Police Patrol Officer. To receive compensation for sick leave while absent, the Police Patrol Officer must notify the Lieutenant or Officer-in-Charge of his shift at least four (4) hours prior to the scheduled starting time of his/her tour of duty. The four-hour shift notice shall be waived in case of sudden incapacitation.

(b) When the absence is for more than three (3) days, the Police Patrol Officer shall be required to file a physician's certificate unless the Chief has knowledge of the Police Patrol Officer's sickness or disability. A request form for sick leave pay, furnished by the Town, must be filled out immediately upon the Police Patrol Officer's return to work.

(c) A Police Patrol Officer (Officer) will earn twelve (12) sick day hours per month up to an accumulation of two hundred forty (240) hours. An officer who is absent for reasons of sickness or accident for ten (10) consecutive work days or more in any month shall earn no increment of sick leave during that month. Sick days can only be used in full day increments. When sick leave is used, it is earned back at the rate of twelve (12) hours per month.

Police Officers who have accumulated more than thirty (30) sick leave days (two hundred and forty (240) hours) prior to January 1, 2011 will retain those days for use.

A Police Patrol Officer(s) may donate sick leave from his/her/their accumulated sick leave to an Officer who has no accumulated sick leave to provide sick day pay until the commencement of coverage when a claim is filed under the Town's Short Term Disability (STD) policy, i.e., one (1) sick day for an accident and five (5) sick days for an illness.

(d) A Police Patrol Officer who returns to work after an absence of thirty (30) work days or more, shall be required to pass a physical examination or obtain a release from a doctor stating the he/she is sufficiently recovered from the injury or illness which caused the aforesaid absence so that he/she is able to perform his/her duties.

(e) A Police Patrol Officer who is absent due to an injury or illness which may be compensated for under workers' compensation shall not use sick leave but shall use workers' compensation during the time of such injury or illness.

(f) In case of failure of a Police Patrol Officer to report any injury sustained by him/her within twenty-four hours of its occurrence to the Officer-in-Charge, it shall be presumed that such injury resulted from his own negligence unless proof to the contrary is introduced by said Police Patrol Officer.

(g) A Police Patrol Officer injured on any gainful employment other than the Town employment, shall not be eligible for sick leave, short term disability or long-term disability.

(h) (Suspended-see subsection (m)) Additional days of sick leave will be charged for sick leave absence by any Police Patrol Officer on the day before and/or on the day after any scheduled holiday, vacation day and/or "pass" day, upon each such absence, in any calendar year, as follows:

1st Absence	16 hours
2nd Absence	24 hours
3rd Absence	32 hours
4th Absence	40 hours
5th Absence	40 hours
6th Absence	40 hours

(i) (Suspended-see subsection {m}) The additional sick leave charges authorized in paragraph (h) hereof shall not be made where medical support is provided by the absent Police Patrol Officer, on or before the third (3rd) day following each such absence.

(j) Any Police Patrol Officer found to be abusing the sick leave privilege in any manner shall be subject to severe discipline, to include discharge.

(k) The Town will pay \$50.00 per month for each month of perfect attendance at work. An additional \$400.00 bonus will be paid for each year (1-1 thru 12-31) in which a Police Patrol Officer has perfect attendance at work. Any attendance earned will be paid in January of the following year.

(l) In no event will a Police Patrol Officer receive pay for sick leave and short term or long-term disability benefits for the same dates. However, a Police Patrol Officer may continue to use sick leave until the Police Patrol Officer receives the first check payment of an STD claim. In this case, the STD check will be turned over to the Town (or the amount deducted from pay) upon receipt of the first STD check payment. Any sick leave used beyond the amount needed to cover the time period before payment of an STD claim commences shall be restored to the Officer's accumulation after the Town receives the STD payment for the days taken beyond the sick leave used before the STD commenced. If a Police Patrol Officer becomes eligible for long term disability insurance while sick leave remains, he/she may save remaining sick leave for future use while receiving long term disability payments. If the Police Patrol Officer opts to use all sick leave, he/she will reimburse the Town the amount received for long term disability during the period where there is an overlap of sick leave and long-term disability.

(m) Sections (h) and (i) above shall be suspended. However, at any time during the life of this Memorandum of Understanding, and after written notice to the MPOA, the Chief of Police may reinstate sections (h) and (i) as may be determined by the Chief of Police.

## **ARTICLE XXIV**

### **Death Benefits**

In the case of the death of any Police Patrol Officer, the deceased Police Patrol Officer's beneficiary shall be given as death gratuity payment, full pay for the month during which the death occurs and for one month thereafter, plus compensation for any accumulated vacation leave time and compensatory leave time. All Police Personnel shall designate a beneficiary to receive these benefits upon a form provided by the Town.

**ARTICLE XXV**  
**Holidays**

(a) Bargaining unit employees shall be granted paid holidays annually, as follows:

New Year's Day	Labor Day
President's Day	General Election Day
Good Friday	Thanksgiving Day
Memorial Day	Christmas Eve Day
Independence Day	Christmas Day

(b) Any employee not scheduled to work on any of the above days shall be paid eight (8) hours pay at his/her basic hourly salary rate for such holiday or receive an option day of eight (8) hours.

The Chief or Lieutenant shall be notified in writing prior to the pay period in which the holiday falls. If the Chief or Lieutenant is not properly notified, the individual loses the option of the day off and will be paid at his/her basic hourly salary rate for such holiday. The option day off is not a holiday substitute day off and shall not be treated or scheduled in the same fashion as a personal day and as such shall be authorized at the Chiefs discretion. All option days off must be taken in the year in which the holiday occurs.

(c) Any employee who works on any of the above days shall be given an option (1) to be paid holiday pay at the rate of one and one-half (1-1/2) times his/her basic hourly salary rate for each hour of work and allowed "holiday substitute" time off (eight (8) or twelve (12) hours as applicable), with no loss of pay therefor or (2) to be paid holiday pay at the rate of two and one-half (2-1/2) times his/her basic hourly salary rate, with no "holiday substitute" time off, for work on that day.

(d) Holiday substitute hours or holiday option hours may be used in four (4), eight (8), or twelve (12) hour increments and may be scheduled based upon a request at least three (3) days in advance. Additionally, the use of "holiday substitute" hours will not cause or create overtime.

(e) The following requirements shall also apply to be eligible for holiday pay:

(1) The employee must work on at least one day in the calendar quarter in which the holiday falls, and

(2) the employee must have worked on his last scheduled shift before the holiday and his first scheduled shift after the holiday, unless the employee is unable to do so for good cause.

(3) Notwithstanding anything else in this Article, however, if an employee works on the holiday, subsections (1) and (2) of paragraph (e) shall not apply and the employee shall be paid for such work pursuant to paragraph (c) of this Article.

(f) The Christmas Eve and Christmas holiday pass days can be carried to March 31 of the following year.

## ARTICLE XXVI

### Personal Days

Police Patrol Officers hired prior to January 1, 1980 shall be allowed four (4) personal days per calendar year. If unused, personal days may be allowed to accumulate up to a maximum of six (6) days. Employees entitled thereto shall be allowed to select and take personal days of their choice; **without any notice requirement or other restrictions.**

Bargaining unit employees hired on or after January 1, 1980 shall be allotted one (1) personal day during the first year of service. Personal days thereafter shall be earned at the rate of one (1) per year until the employee has completed three (3) years of continuous service. After the completion of three (3) years of continuous service, these employees shall receive four (4) personal days also, as set forth above. For the purposes of this Section, the term "day" shall mean an eight (8) hour or twelve (12) hour day, as applicable based upon the normal shift worked by the employee.

## ARTICLE XXVII

### Vacations

#### A. Eligibility

1. Police Patrol Officers will be provided vacation time off from work, without loss of pay, under this Agreement. To be eligible for a full vacation in any calendar year hereof, however, a Police Patrol Officer must:

(a) Have an annual employment anniversary day in the calendar year in which the vacation is to be taken; and,

(b) Have not been absent from work for any continuous thirty (30) calendar days or more in the calendar year in which the vacation is to be taken.

2. Any Police Patrol Officer who is absent from work for any continuous thirty (30) calendar days or more in the calendar year in which the vacation is to be taken will be provided a partial vacation based upon the extent to which his/her attendance at work, otherwise, bears upon that calendar year.

This Article does not apply to Police Patrol Officers on workers' compensation or while sick leave remains.

#### B. Length of Vacations

1. An eligible Police Patrol Officer, who, in any calendar year of this Agreement, has attained years of continuous service indicated on the following table, shall be granted vacation time off, commensurate therewith, as follows:

#### Years of Service

After 1 year  
After 2 years  
After 5 years  
After 10 years  
After 15 years

#### Vacation

40 Hours  
80 Hours  
120 Hours  
160 Hours  
8 additional hours per each full  
year of service

2. After five (5) years of service, when a Police Patrol Officer obtains one hundred twenty (120) hours or more of vacation time, a minimum of forty eight (48) hours must be scheduled and taken during the vacation selection process. The officer's remaining vacation hours may be taken "one day at a time," in four (4), eight (8), or twelve (12) hour increments.

C. Scheduling of Vacations

1. On or promptly after October 1 of each year, each Police Patrol Officer entitled or expected to become entitled to take vacation time off in the following year will be requested to specify, in writing (not later than 30 days after the receipt of such request), on a form provided by the Town, the vacation period(s) desired.

2. Notice will be given to a Police Patrol Officer at least 60 days in advance of the date his vacation period is scheduled to start, but in any event not later than January 1 of the year in which the vacation is to be taken.

3. Vacations will, so far as practicable, be granted at times most desired by Police Patrol Officers (longer service Police Patrol Officers being given preference as to choice); but the final right to determine the number of Police Patrol Officers to be granted vacations at any one time and to alter such determinations, in order to insure orderly and efficient operations, is reserved to the Town.

4. Any Police Patrol Officer absent from work because of layoff, disability or leave of absence at the time Police Patrol Officers are requested to specify the vacation periods they desire shall be provided with the form referred to in subsection 1 of this section (c) by the Town, and such Police Patrol Officer will be requested to specify in writing (not later than thirty (30) days after receipt of such request) on said form, the vacation period(s) desired. If the Police Patrol Officer fails to do so, he shall thereafter be allotted his vacation period by the Town.

5. If a Police Patrol Officer is on layoff at any time before the beginning of his/her scheduled vacation, he/she may request to have his/her vacation start at any time during such layoff and if the Town agrees to grant his/her request, it shall have the right to set the appropriate conditions under which it is granted.

6. Except in cases of extreme emergency, any vacation allotment or "quotas" established and applied by the Town shall not be at any level below twenty-five percent (25%) of the number of employees available for work, in any platoon and on any work shift, at the time. Vacation period preferences will be given priority over any discretionary leaves of absence granted to any Police Patrol Officer by the Town

Subject to the limitations set forth in Article XXVII(B)(2), above, the Police Patrol Officer may take ten (10) days vacation one (1) day at a time. When using vacation in single day units, the Police Patrol Officer is obligated to give seven (7) days notice to the Chief. The Chief will have the discretion, however, to grant a Police Patrol Officer off without seven (7) days notice for good cause.

**ARTICLE XXVIII**  
**Bereavement Leave**

Immediately following the day of the death of a Police Patrol Officer's spouse, child, grandchild, mother, father, sister, brother, mother-in-law, father-in-law, sister-in-law, brother-in-law, grandmother or grandfather, the affected bargaining unit Police Patrol Officer shall be granted time off with pay for up to three (3) working days, the last being the day of the burial. In the event of a delayed burial, the Police Patrol Officer will be granted time off with pay for three working days with the third day being the day of the funeral.

In the event of death of an aunt, uncle, niece, nephew, or grandparent-in-law, a Police Patrol Officer shall be granted one (1) scheduled work day off with pay to attend the funeral. For the purposes of this Section, the term "day" shall mean an eight (8) hour or twelve (12) hour day, as applicable based upon the normal shift worked by the employee.

**ARTICLE XXIX**  
**Drug Free Workplace**

The Town of McCandless and the McCandless Police Officers Association agree to implement a drug free workplace policy.

**ARTICLE XXX**  
**Residency Requirement**

All Police Patrol Officers will be required to reside in, or move into, within twelve (12) months after the completion of the probationary period, the following boundaries:

From Route 8 at Allegheny-Butler County line; West to Allegheny-Beaver County line; Southwest to Ohio River then following the Ohio River, South, to Point State Park and Northeast along Allegheny River to Route 910; 910 to Route 8; Route 8, North, to Allegheny-Butler County line. Both sides of 910 may be considered, but not across the river and the Police Patrol Officer must stay within the Allegheny County lines or the Butler County lines.

**OR**

A police officer may reside anyplace within 20 air miles from the Town of McCandless Municipal Building.

**ARTICLE XXXI**  
**Liability Insurance**

Any liability insurance carried by the Town shall be maintained for the term of this contract.

## **ARTICLE XXXII**

### **Leave Payout**

Officers shall be paid for all earned and/or accumulated vacation, personal leave, and holiday leave at time of retirement. The buyback shall be at the officer's then daily rate.

**ARTICLE XXXIII**  
**Civil Court Appearances**

If a Police Patrol Officer receives a subpoena to attend a civil court hearing or deposition, arising out of the performance of the Officer's duties as a Town of McCandless Police Officer, the Officer will notify the Chief of Police as soon as practicable. The Chief of Police may reschedule the Police Officer so that he or she may attend the civil court hearing or deposition while on duty. This section will not apply to MPOA hearings, arbitrations or grievances or any civil court appearance where the Police Officer has an adversarial interest to the Town.

## **ARTICLE XXXIV**

### **Grievance Procedure**

The following grievance procedure, for consideration and adjustment of complaints, will be established and continued in effect for the term of this Agreement.

#### **1. Purpose**

The purpose of this procedure is (1) to provide opportunity for discussion of any complaints or grievances, and (2) to establish procedures for the processing and settlement of complaints or grievances, as defined herein.

#### **2. Definitions**

(a) A "complaint" in this procedure shall be interpreted to mean an oral request or complaint by and/or on behalf of any employee covered by this Agreement.

(b) A "grievance" in this procedure shall be interpreted to mean a complaint which involves the interpretation and/or application of, or compliance with, any practices or provisions in effect under this Agreement and shall include all matters pertaining to the terms and conditions of employment.

(c) A "day" in this procedure shall mean a calendar day, and shall include Saturdays, Sundays, and holidays, unless otherwise indicated herein.

#### **3. Procedure**

##### **Step I - Oral**

(a) Any Police Patrol Officer who believes that he or she has a justifiable complaint may promptly discuss the complaint with his/her Officer-in-Charge, with or without a MPOA representative present, as the Police Patrol Officer may elect, in an effort to resolve it. The Police Patrol Officer may, instead, report the matter directly to the McCandless Police Officers Association representative who, then, may take the matter up with the Officer-in-Charge, in a sincere effort toward settlement. The affected Police Patrol Officer should be present in any such discussion, however, if he or she is available. The Officer-in-Charge shall have authority to settle the complaint, upon authorization of the Chief

of Police, and shall render his/her response thereto within three (3) days of the discussion on the matter, in each case.

The MPOA representative of the complaining Police Patrol Officer, also, shall have the authority to settle or withdraw the complaint. If a complaint is not resolved through oral discussion, however, it may be reduced to written grievance, on a form provided by the Town, which shall (among other items) include the signature of an MPOA representative and be filed with the Chief of Police.

#### Step II

(a) To be considered in Step II hereof, any written and signed grievance shall have been filed with the Chief of Police within fifteen (15) calendar days after the occurrence of the event(s) giving rise to the grievance or after the Police Patrol Officer knew or should have known thereof.

(b) The Chief of Police will meet and discuss the matter with the grievant and his or her MPOA representative and will respond thereto, in writing, within ten (10) calendar days of the receipt of the written grievance. If the Chief of Police does not respond within this ten (10) day period, the grievance shall be considered denied, without necessity for further appeal. The Chief of Police and MPOA representatives shall have authority to settle the grievance.

(c) If a grievance is not satisfactorily resolved in Step II, it may be appealed to the Town Manager, within ten (10) calendar days of the response by the Chief of Police.

#### Step III

To be considered in Step III, any written and signed grievance must have been appealed to the Town Manager within ten (10) calendar days of its Step II disposition by the Chief of Police. Any such grievance will be discussed and answered, in writing, within ten (10) calendar days after it is received therefore, by the Town Manager. If the Town Manager does not respond within the ten (10) day period therefore, the grievance shall be considered denied, without necessity for further appeal. The Town Manager and MPOA representative shall have authority to settle the grievance.

If a grievance is not satisfactorily resolved in Step III, it may be appealed to the Town Council.

#### Step IV

To be considered in Step IV hereof, any grievance must have been appealed to the Town Council within ten (10) calendar days of its disposition by the Town Manager.

Upon timely receipt of any such grievance, the Council (or their designated representative) shall schedule a meeting with the grievant and his/her MPOA representative to discuss the matter. Grievances discussed in such meetings shall be answered by the Council in writing, within ten (10) calendar days after its receipt, unless a different date for such disposition is agreed upon, by the parties. If the Council (or their designated representative) have not answered, in either such period, the grievance shall be considered denied, without necessity for further appeal. If the Council's Step IV decision is considered settled on the basis of such decision, it shall not be eligible for further appeal. If a grievance is not satisfactorily resolved at this level, the matter may be appealed to Step V Arbitration.

#### Step V

1. Any grievance which has been processed in accordance with the provisions of this section, but which, satisfactorily, has not been resolved; and, properly, has been appealed therefor, may be submitted to arbitration before an impartial arbitrator to be selected by mutual agreement of the parties. A grievance not submitted for arbitration within thirty (30) days after the Council level decision is rendered would remain in effect as decided at the Council level. If within ten (10) work days (or other time limit mutually agreed upon) after receipt of any proper appeal, the parties are unable to agree upon an arbitrator, the Pennsylvania Bureau of Mediation shall be requested to furnish a list of seven (7) disinterested persons qualified and willing to act as impartial arbitrators. For such list, the MPOA and the Town shall, in that order, strike one name, until all but one (1) has been eliminated. The person whose name remains on the list shall be selected to act as impartial arbitrator.

2. The arbitrator shall have no authority to add to, subtract from, modify or disregard any provisions of the parties' agreement, except to the extent that any such provision may be in conflict with State and/or Federal law.

3. The fees and expenses of arbitration shall be borne in equal shares by the Town and the MPOA.

4. An election to proceed to arbitration hereunder shall be deemed an election of remedies, and shall foreclose any right to a hearing before the Town Personnel Board. Likewise, the election of a hearing before the Town Personnel Board shall foreclose any right to a hearing in arbitration, in this Agreement.

#### Miscellaneous

1. The MPOA shall notify the Town in writing of the identity of the MPOA representative or representatives.

## **ARTICLE XXXV**

### **College Course Offering Program**

Police Patrol Officers and members of their immediate family may participate in the La Roche College Course Offering Program, as described in the policy statement determined by the Town and La Roche College, so long as that program remains in existence.

## **ARTICLE XXXVI**

### **Dues Deduction**

The Police shall indemnify and save the Town harmless against any and all claims, demands, suits, or other forms of liability that shall arise out of, or by reason of action taken or not taken by the Town for the purpose of complying with any of the provisions of the Dues Deduction clause. The Town is required to deduct the current dues and assessments from compensation received by members of the MPOA. The dues and assessments shall be deducted at the rate of 1/12th of the total assessment from each bargaining unit member's paycheck on the last pay of each month and shall be forwarded to the Treasurer of the bargaining unit representing the Police Department.

**ARTICLE XXXVII**  
**Past Policies and Practices**

All existing past policies and practices not specifically abrogated herein shall continue with full force and effect as though fully set forth herein.

## **ARTICLE XXXVIII**

### **Nondiscrimination**

There shall be no preferential or discriminatory treatment of any Police Patrol Officer employed by the Town. In no event will existing seniority practices and/or assignments made on the basis of specialized skill be deemed preferential or discriminatory under this section.

## **ARTICLE XXXIX**

### **Severability**

In the event that any provision of this Agreement is or shall at any time be held to be contrary to the law by a court of last resort of Pennsylvania or of the United States or by a court of competent jurisdiction from whose judgment or decree no appeal has been taken within the time provided for doing so, that provision shall be null and void, but all other provisions of the Agreement shall continue in effect.

## **ARTICLE XL**

### **12-Hour Patrol Schedule**

The Department shall implement a 12-hour shift schedule for Patrol Officers, effective January 1, 2024, in accordance with the terms of this Award. Lieutenants, School Resource Officers, and Detectives shall continue to work the current 8-hour shift schedule pursuant to the terms of the 2019 – 2022 CBA.

## **ARTICLE XLI**

### **Heart and Lung Act Benefits**

a. An employee who incurs a temporary, service connected disability and who receives benefits under the Pennsylvania Heart and Lung Act (HLA), 53 P.S. § 637, shall remit to the Town any workers' compensation wage loss benefits received (net of attorney fees approved by a judge pursuant to the Workers' Compensation Act) which are coincident with the receipt of HLA.

b. All Heart and Lung disputes shall be decided by the Grievance and Arbitration procedures listed in the Collective Bargaining Agreement or by the Town pursuant to a local agency hearing law before the Town Board. Officer/Employee must choose one but not both.

c. Any Employee who is claiming a temporary disability caused by a duty-related injury shall notify both the Town Manager and Police Chief upon the employee's awareness of the occurrence of the duty-related injury or its disabling effect, by a verbal and written report which shall include as much detail as possible, including but not limited to a description of the time, place and circumstances of the event leading to the injury, the circumstances of the injury and the identity of any witnesses or other individuals with whom the employee spoke with at the scene.

d. The employee's verbal and written reports shall be made by the end of the shift on which the injury is suffered, if known by the officer, or, if that is not possible, as soon as possible thereafter. If the employee is unable to make a verbal report of the injury by the end of the shift, the employee shall notify the Police Chief as soon as possible thereafter but in no event later than 24 hours after the reported injury. If the Employee is unable to file the written report within the 24 hour time period stated above, his immediate supervisor or the Police Chief shall prepare a written report of the incident and/or the injury, illness or disease based upon his/her own investigation. The employee shall, as soon as possible, review that report and may revise and/or provide additional information and then sign the report.

e. Upon receipt of said HLA claim notification, the Town shall have the right to require the Employee to attend an independent medical examination ("IME") and for the Employee to authorize the Town's receipt of medical reports and records relative to the condition or ailment giving rise to the HLA claim. Provided that the Employee is receiving HLA benefits, the Town may require that the Employee attend further independent medical examinations as reasonably arranged by the Town or its workers' compensation insurer. The Employee is entitled to a copy of

any independent medical report at the same time as or a reasonable time after the report is provided to the Town or its workers' compensation insurer.

f. If the Employee's initial claim for benefits under the HLA is denied, the Employee shall have the right to file a grievance or request a local agency hearing, but not both.

g. In the event that the Town believes that an officer who is receiving H&L benefits is no longer entitled to those benefits, due to recovery or permanence of the disability, it may notify the officer of that fact and advise the officer of his right to file a grievance or request a local agency hearing to contest the Town's position. The officer shall make any hearing demand within 14 days of the Town's notification.

h. Any employee who files a Heart and Lung claim shall also be required to file a workers' compensation claim at the same time.

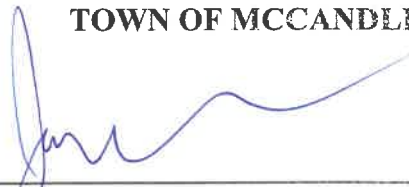
i. Nothing in these provisions shall be construed or interpreted as intending to limit the Town's managerial rights with respect to any issue, including but not limited to any decision to create modified duty assignments.

**IN WITNESS WHEREOF, the parties intending to be legally bound hereby,**  
have set their hands and seals this 19<sup>th</sup> day of March, 2025.

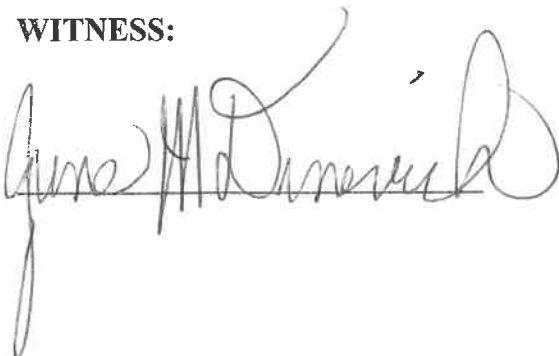
**ATTEST:**

  
\_\_\_\_\_  
**Secretary**

**TOWN COUNCIL  
TOWN OF MCCANDLESS**

  
\_\_\_\_\_  
**President**

**WITNESS:**

  
\_\_\_\_\_  
**Witness**

**MCCANDLESS POLICE  
OFFICERS ASSOCIATION**

**By:**

  
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PW  
  
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MPC  
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**Addendum I to  
Memorandum of Understanding  
between The McCandless Police Officer Association  
and The Town of McCandless  
Deferred Retirement Option Plan (DROP)**

**SECTION 1-DEFINITIONS**

**DROP** - The Retirement Option Plan created as an optional form of benefit under the existing Town of McCandless (Town) Police Pension Plan (Plan).

**DROP Account** - A separate ledger account created to accumulate the DROP pension benefit for a DROP participant.

**Member** - A full-time Town police officer covered by the Plan.

**Participant** - A member who is eligible for normal retirement and who has elected to participate in the DROP program.

**Plan** - The Town Police Pension Plan adopted pursuant to Act 600.

**SECTION 2 - DROP PROVISIONS**

**(A)** *Eligibility.* Effective January 1, 2019, members of the McCandless Police Officers Association bargaining unit may enter the DROP *on* the first day of any month between July 1 and December 31 following the attainment of age fifty-two (52) and the completion of twenty-six (26) or more years of credited service with the Town of McCandless. DROP participants shall not be eligible for the Plan temporary annuity during the DROP period.

**(B)** *Written Election.* An eligible Member of the Plan electing to participate in the DROP program must complete and execute a "DROP Election Form" prepared by the Town Manager and/or the plan administrator, which shall evidence the Member's participation in the DROP program, and document the participant's rights and obligations under the DROP. The form must be signed by the Member and the Chief Administrative Officer of the Plan and submitted to the Town Manager within thirty (30) days of the date on which the member wishes the DROP election to be effective. The DROP Election Form shall include an irrevocable notice to the Town by the Member that the Member shall terminate from employment with the Town Police Department effective on a specific date not more than three (3) years from 'the effective date of the DROP election. In addition, all retirement documents required by the Town Police Pension Plan Administrator must be filed and

presented to the Town Manager for approval by Town Council of retirement and commencement of the monthly pension benefit by Town Council. Once the retirement application has been approved by Town Council, it shall become irrevocable.

After a Member enters the DROP program, contributions to the pension plan by the Participant and the Town will cease, and the amount of the participant's monthly benefits will be frozen.

Members shall be advised to consult a Tax Advisor of their choice prior to considering the DROP program, as there may be tax implications and/or consequences to participating in the DROP program.

**(C) *Limitation on Pension Accrual.*** After the effective date of the DROP election, the Participant shall no longer earn or accrue additional years of continuous service for pension purposes.

**(D) *Disablement of a DROP Participant.*** If a DROP participant becomes disabled for a period in excess of ninety (90) days, regardless of whether the disability is service related, he/she shall be deemed to have applied for early termination of DROP participation and will then terminate employment with the Town and receive his/her normal retirement benefits.

**(E)** Except as noted in paragraphs (D), all other provisions of the Memorandum of Understanding, Police Policy and Procedure Manual, Town Personnel Code and any other applicable law or regulation shall apply to the member while in the DROP.

**(F) *Benefit Calculation.*** For all Plan purposes, continuous service of a Member participating in the DROP program shall remain as it existed on the effective date of commencement of participation in the DROP program. Service thereafter shall not be recognized or used for the calculation or determination of any benefits payable by the Town. Police Pension Plan. The average monthly pay of the Member for pension calculation purposes shall remain as it existed on the effective date of commencement of participation in the DROP program. Earnings or increases in earnings thereafter shall not be recognized or used for the calculation or determination of any benefits payable by the Plan.

**(G) *Payments to DROP Account.*** The monthly retirement benefits that would have been payable had the member elected to cease employment and receive a normal retirement benefit shall, upon the Member commencing participation in the DROP program, be credited on the first day of each month into a separate ledger account established by the Plan

Administrator to track and accumulate the participant's monthly pension benefits. This account shall be designated the DROP Account. While a retired member is employed as a DROP participant, the member's monthly, normal retirement benefit and interest thereon shall be credited to the DROP Account. The interest shall be compounded and credited monthly. The interest rate shall be the actual market value yield on the aggregate pension fund for a given calendar year, less 2%; however, the rate shall be no less than 1% and no more than 4.5%. A separate accounting of the DROP participant's accrued benefit accumulation under the DROP shall be calculated annually and provided to the participant. When a DROP participant terminates employment with the Town as a DROP participant, the participant's total accumulated benefits shall be calculated, charged to the account, and paid out of the pension trust fund. The account shall be managed by the Plan Administrator pursuant to the same fiduciary obligations and principles applicable to management of the Town Police Pension Plan. All earnings credited to the DROP account will be included in the final cash settlement.

**(H) Early Termination.** A participant may withdraw from the DROP program at any time and effectuate a complete separation from service upon the receipt of thirty (30) days written notice to the Town. No penalty shall be imposed for early termination of DROP participation. However, the participant shall not be permitted to make any withdrawals from the DROP Account until DROP participation has ended.

**(I) Payout.** Upon the termination date set forth in the DROP Election Form or on such date as the participant withdraws or is terminated from the DROP program, if earlier, the normal retirement benefits payable to the participant or the participant's beneficiary, if applicable, shall be paid directly to the participant or beneficiary and shall no longer be credited to the DROP Account. Within thirty (30) days following the actual termination of a participant's employment with the Town, the accumulated balance in the DROP Account shall be paid to the participant in a single lump-sum payment. Such payment shall be made either in cash, subject to any federal withholding as may be required, or as a direct rollover to an Individual Retirement Account (IRA). If the participant selects the rollover option, he or she must also submit the appropriate paperwork from the IRA custodian within the timeframe prescribed by the United States Internal Revenue Service (IRS).

**(J) Death.** If a participant dies before the DROP Account balance is paid, the participant's beneficiary under Act 600 shall have the same rights as the participant to withdraw the DROP Account balance. The monthly benefit credited to the participant's DROP Account during the month of the participant's death shall be the final monthly benefit for DROP participation.

**(K) Killed-In-Service Survivor Benefit.** In lieu of the death benefit in (M) *Death*, if a participant is killed in service, the participant's beneficiaries under Act 600 shall be entitled to apply for and receive a calculation for payment of survivor benefits at 100% of the participant's salary as fixed at the date of death pursuant to Act 600 as amended by Act 30 of 2002. In this event, the DROP application shall be considered to be rescinded and the DROP Account shall be transferred to the Police Pension Fund's general assets.

**(L) Amendment.** Any amendments to the DROP Resolution shall be consistent with the provisions covering deferred retirement option plans set forth in any applicable collective bargaining agreement or state or federal law, and shall be binding upon all future participants and upon all participants who have balances in their DROP Accounts.

#### SECTION 3 - EFFECTIVE DATE

The effective date of the DROP program will be January 1, 2007.

#### SECTION 4 - AMENDMENT OF TOWN POLICE PENSION PLAN DOCUMENT

The Town Police Pension Plan Document shall be amended by Resolution of Town Council to incorporate the provisions of the DROP program therein.

#### SECTION 5 - SEVERABILITY

The provisions of Addendum I shall be severable, and if any of its provisions shall be held to be unconstitutional or illegal, the validity of any of the remaining provisions of Addendum I shall not be affected thereby. It is hereby expressly declared as the intent of the Town of McCandless that Addendum I has been adopted as if such unconstitutional or illegal provision or provisions had not been included herein.

#### SECTION 6 - PENDING LEGISLATION

In the event of the passage of legislation governing DROPs in the Commonwealth of Pennsylvania, this Addendum shall be amended to comply with any new legal requirements set forth in such legislation. The application of any amendments to police officers actively employed as of the effective date of any such legislation shall be governed by and consistent with constitutional principles applicable to the pension and retirement benefits.

#### SECTION 7 - LEGALITY AND INDEMNIFICATION

The McCandless Police Officers Association agrees that, under no circumstances, shall the provisions of Addendum I cause any expense to the General Fund of the Town of McCandless, and the Association will indemnify, defend and hold the Town of McCandless harmless from any such expense to the Town's General Fund. In the event that the Appellate Courts of Pennsylvania, the Court of Common Pleas of Allegheny County, the Pennsylvania Auditor General or other administrative authority having jurisdiction issues a finding, ruling, regulation, decision or order concerning DROPs in the Commonwealth of Pennsylvania, this Addendum shall be amended to comply with such finding, ruling, regulation, decision or order.