



AGREEMENT BETWEEN THE COUNTY OF MORRISON AND LAW ENFORCEMENT LABOR SERVICES, INC.

DISPATCHER UNIT

January 1, 2023, thru December 31, 2025

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PREAMBLE

This Agreement is made and entered into by and between the COUNTY OF MORRISON, hereinafter referred to as the Employer, and LAW ENFORCEMENT LABOR SERVICES, INC. Dispatch Unit, hereinafter referred to as the Union.

ARTICLE 1

PURPOSE OF AGREEMENT

- 1.1 This Agreement aims to promote harmonious relations between the Employer, its Employees, and the Union. The furtherance of efficient governmental services; the establishment of an equitable and peaceful procedure for resolving disputes that may arise without interference or disruption of efficient operation of the Office; and the establishment of a formal understanding relative to all terms and conditions of employment.

ARTICLE 2

RECOGNITION

- 2.1 The Employer recognizes the Union as the exclusive representative for all essential non-licensed dispatch unit employees of the Morrison County Sheriff's Office as defined and identified by Minn. Stat. 179A.03, Subd. 14, the Bureau of Mediation Services Certification of Exclusive Representative (Case number 17PREO640, dated 3/21/2017)
- 2.2 If the Employer and the Union cannot agree on the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3

EMPLOYER AUTHORITY

- 3.1 It is recognized by both parties that except as expressly stated herein, the Employer shall retain whatever rights and authority necessary to operate and direct the affairs of the Morrison County Sheriff's Office in all of its various aspects, including, but not limited to, the right to direct the working forces; to plan, direct and control all the operations and services of the Office, to determine the methods, means, organization and number of personnel by which such operations and services are to be conducted; to assign and transfer employees; to schedule working hours and to assign overtime; to determine whether goods or services should be made or purchased; to hire, promote, demote, suspend, discipline, discharge or relieve employees due to lack of work or other legitimate reasons; to make and enforce rules and regulations; and to change or eliminate existing methods, equipment or facilities. It is also recognized by both parties that the Employer shall retain the authority and prerogative to:
 - (a) Operate and manage affairs in all respects in accordance with existing and future laws and regulations of appropriate authorities, which do not conflict with this Agreement;
 - (b) Maintain the efficiency of government operations; and
 - (c) Take whatever actions may be necessary to carry out the missions of the Employer in emergencies.
- 3.2 The parties hereby recognize that Minnesota law applicable to the administration of the Sheriff's Office establishes the Sheriff as the appointing authority with sole responsibility and authority to employ, remove personnel from employment, or discipline employees, and for all matters involving direction and scheduling of employees in accord with statutory limitations. They further recognize that the Minnesota Public Employee Labor Relations Act requires and authorizes the County Board to negotiate labor agreements with certified, exclusive representatives of employees. It is, therefore, the intent and understanding of all the signatory parties to this Agreement that the division and delegation of Employer authority shall be in accord with the division of responsibility and authority contemplated by the statute and in those areas in which the Sheriff has exclusive jurisdiction, provisions of this Agreement relating to grievances will not include the County Board.
- 3.3 Specifically, the County Board's responsibility as Employer is to all matters over which the County Board has

final budgetary authority. The Sheriff shall be considered the Employer for all other matters, including the sole authority to define "cause" for disciplinary purposes.

ARTICLE 4

UNION SECURITY

- 4.1 In recognition of the Union, as the exclusive representative:
- (a) The Employer shall deduct an amount sufficient to provide the payment of regular dues established by the Union from the wages of all employees authorizing, in writing, such deduction in a form mutually agreed upon by the Employer and the Union; and
 - (b) The Employer shall remit such deductions to the appropriate designated officer of the Union with a list of the names of the employees from whose wages deductions were made, and at times mutually agreed upon by the Employer and the Union; and
 - (c) The Union shall certify to the Employer, in writing, the current amount of regular dues to be withheld.
 - (e) It is understood that the Employer's obligation to provide for dues deduction and/or fair share fee as stated in Section 4.1(a) shall continue only when such deductions are non-negotiable and required by PELRA.
- 4.2 The Employer agrees not to enter into any additional agreements with employees, individually or collectively, concerning any terms or conditions of employment.
- 4.3 The Union may designate two (2) members to act as stewards and shall inform the Employer within fourteen (14) days of such choice and of any changes in stewards in writing.
- 4.4 The Employer agrees to make space available on the Employer bulletin board for posting non-political and non-inflammatory Union notice(s) and announcements and to make space available for Union meetings when it does not conflict with the operation of the Office.
- 4.5 The Employer agrees to allow the officers and representatives of the bargaining unit reasonable time off and leaves of absence, with prior approval, and without pay, for conducting Union business when such time will not unduly interfere with the operations of the Office.
- 4.6 The Employer agrees to post all promotional opportunities within the office, to publish the method by which promotions shall be made within the office, and to make copies of written work rules and regulations available to employees.
- 4.7 The Union shall not discriminate against, interfere with, restrain, or coerce an employee from exercising the right to join or not to join the Union and will not discriminate against any employee in the administration of the agreement because of non-membership in the Union.
- 4.8 The Union agrees to indemnify and hold the Employer harmless against all claims, suits, orders, or judgments, including attorney's fees brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of Article 4.

ARTICLE 5

EMPLOYER SECURITY

- 5.1 Neither the Union, its officers or agents, nor any of the Employees covered by this Agreement will engage in, encourage, sanction, support or suggest any strike, slowdown, mass resignations, mass absenteeism, the willful absence from one's position, the stoppage of work or the abstinence in whole or part of the full faithful and proper performance of duties of employment for the purpose of inducing, influencing, or coercing a change in the conditions, compensation or rights, privileges or obligations of employment.

ARTICLE 6

EQUAL APPLICATION

- 6.1 The Employer shall not discriminate against, interfere with, restrain, or coerce an employee from exercising the right to join or not to join the Union or participate in an official capacity on behalf of the Union, which is in accordance with the provisions of this Agreement.

ARTICLE 7

SAVINGS

- 7.1 This Agreement is subject to the laws of the United States, the State of Minnesota, and the County of Morrison.
- 7.2 If any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction, the Equal Employment Opportunity Commission (the EEOC) or the Minnesota Department of Human Rights, from whose final judgment or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provisions may be renegotiated upon the written request of either party.

ARTICLE 8

GRIEVANCE PROCEDURE

- 8.1 A grievance shall be defined as a dispute or disagreement raised by an employee against the Employer involving the interpretation or application of the specific provisions of this Agreement.
- 8.2 The filing of a grievance or the seeking of remedy other than in accordance with the provisions of this agreement shall serve as a bar from seeking resolution or remedy through this agreement. An individual covered by the Veterans Preference Act may elect to use this grievance procedure in lieu of the Veterans Preference hearing. Such an election must be in writing. If an individual chooses to use the grievance procedure in lieu of the Veterans Preference hearing, the pay and benefit rights provided pursuant to Minnesota Statutes Section 197.46 shall continue to apply, but the time limits applicable to this grievance procedure shall apply. If an individual elects to use the statutory Veterans Preference hearing, they shall be barred from seeking resolution or remedy through this agreement.
- 8.3 Grievance Procedure: Grievances, as herein defined, shall be processed in the following manner:
- Step 1 -Informal
- An employee claiming a violation concerning the interpretation or application of the express provisions of this agreement shall, within twenty-one (21) calendar days after the first occurrence of the event or such time as the employee reasonably should be aware of the event giving rise to the grievance, present such grievance to their supervisor who is designated for this purpose by the Employer. The supervisor shall provide their oral or written answer within ten (10) calendar days after such presentation.
- Step 2 -Formal
- The grievance shall be referred in writing to the Sheriff or their designated representative within ten (10) calendar days after the designated supervisor's answer in Step 1. It shall be signed by both the employee and the Union Representative. The written grievance shall set forth the nature of the grievance and facts on which it is based, the provision or provisions of the agreement allegedly violated, and the relief requested. The Sheriff or their designated representative shall discuss the grievance within ten (10) calendar days with the employee and the Union steward at a time mutually agreeable to the parties. If the grievance is settled due to such a meeting, the settlement shall be reduced to writing and signed by the Sheriff, their designated representative, and the Union. If no settlement is reached, the Sheriff or their designated representative shall give a written answer to the Union within ten (10) calendar days following their meeting.

Step 3 -Appeal

If the grievance is not settled in Step 2 and the Union representative desires to appeal, it shall be referred by the employee and the Union Representative in writing as specified in Step 2 to the County Board of Commissioners or their designated representative within ten (10) calendar days after the Sheriff or their designated representative's answer in Step 2. A meeting between the County Board of Commissioners or their designated representative, the employee, and the Union Representative shall be held at a mutually agreeable time. If the grievance is settled due to such a meeting, the settlement shall be reduced to writing and signed by the County Board of Commissioners or their designated representative and the Union. If no settlement is reached, the County Board of Commissioners, or their designated representative, shall give the Employer's written answer to the Union within ten (10) calendar days following the meeting. Disciplinary actions shall not be subject to Step 3 and may be appealed directly to Step 4.

Step 4 -Arbitration

If the grievance is not settled under the foregoing procedure, either party may refer the grievance to arbitration within ten (10) calendar days after the arbitrator shall be notified of their selection by a joint letter from the Employer and the Union requesting that they set a time and a place subject to the availability of the Employer and the Union representatives. The fee and expenses of the arbitrator and any other expenditure required in connection with the arbitration procedure, including special services mutually agreed to by the parties, shall be divided equally between the Employer and the Union, provided, however, that each party shall be responsible for compensating its representatives and witnesses. The arbitrator shall not have the right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this agreement. The arbitrator shall consider and decide only the specific issue(s) submitted to them in writing by the Employer and the Union and shall have no authority to decide on any other matters not so submitted to them. The arbitrator shall be without power to make decisions contrary to or inconsistent with or modify or vary in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator shall submit their decision, in writing, within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties mutually agree to an extension thereof. The decision shall be based solely upon the arbitrator's interpretation or application of the express terms of this agreement and on the facts of the grievance presented. If the express provisions of this agreement do not cover the grievance, the arbitrator shall refer the grievance back to the parties without a decision or recommendation. By mutual written agreement, the parties may agree to submit more than one grievance to an arbitrator, provided each grievance will be considered a separate issue and each on its own merits.

- 8.4 If a grievance is not presented within the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be settled based on the Employer's last answer. If the Employer does not answer a grievance or an appeal within the specified time limits, the employee and the Union shall treat the grievance as denied at that step. They may immediately appeal the grievance to the next step. The time limit in each step may be extended by a mutual written Agreement between the Employer and the Union representatives involved in each step. Days as used in this Article, shall mean calendar days.

ARTICLE 9

DISCIPLINE

- 9.1 The Employer will discipline for cause only. Discipline will be in one or more of the following forms:
- (a) Oral reprimand
 - (b) Written reprimand
 - (c) Suspension
 - (d) Demotion, or
 - (e) Discharge
- 9.2 Notices of suspension, demotions, and discharges will be written and state the reason(s) for the action

taken. Suspensions will set forth the time for which the suspension shall be effective. Demotions will state the classification to which the employee is demoted. The Union shall be provided with a copy of each such notice.

- 9.3 Written reprimands, notices of suspension, and notices of discharge to become part of an employee's personnel file shall be read and acknowledged by the employee's signature. The employee will receive a copy of such reprimands and/or notices.
- 9.4 Employees shall be permitted to have a Union representative present when being questioned concerning disciplinary action involving suspension, demotion, or discharge.
- 9.5 Employees may not be suspended without pay for more than thirty (30) working days in any calendar year. Discharges will be preceded by a five (5) calendar day suspension without pay.
- 9.6 Employees may examine their personnel files at reasonable times under the direct supervision of the Employer.
- 9.7 Grievances relating to suspension, demotion, or discharge under the provisions of this Article may be initiated by the Union in Step 2 of the Grievance Procedure.

ARTICLE 10

VOLUNTARY SHIFT SWITCHING

- 10.1 Employees may voluntarily switch shifts when the Office's workload permits, with prior approval and at the Sheriff's discretion. Voluntary switching of shifts shall not obligate the Employer for premium pay.

ARTICLE 11

SENIORITY

- 11.1 Definition. Seniority shall mean an employee's length of service with the Employer since their last hire date. An employee's continuous service shall be broken only by separation from service by reasons of resignation, discharge for cause, retirement, or death. When two or more employees have the same seniority date, their position on the seniority list shall be determined by lot.
- 11.2 Layoffs. When a reduction in the workforce becomes necessary, the employee with the least seniority in the job classification shall be laid off first. The last employee laid off shall be the first to be recalled for work. No new employees shall be hired until the layoff list has been exhausted. If an employee has not been recalled from layoff within two (2) calendar years of the layoff date, their name shall be removed from the layoff list and deemed to have resigned.
- 11.3 Probationary Employees. Each newly hired or rehired employee shall serve a working test probationary period, during which the employee may be discharged at the Employer's sole discretion. The probation period for Employees covered by this Agreement shall be 2080 hours or 24 months of service, whichever comes first.
- 11.4 A promoted or reassigned employee shall serve a one (1) calendar year probationary period and may be returned to his previous position at the sole discretion of the Employer during such period. Extension of the promotional probationary period may apply in circumstances similar to those allowed for the extension of probation for a newly hired or rehired employee.
- 11.5 It shall be the Employer's policy to consider present employees for positions within the bargaining unit above the entry level whenever possible. Such positions shall be posted, and qualified employees shall be given prior consideration for the vacant position before it is filled from outside the Office. If two or more equally qualified employees or applicants apply for the same position, the determination of the appointment shall be made according to seniority.

ARTICLE 12

CONSTITUTIONAL PROTECTION

12.1 Employees shall have the rights guaranteed to all citizens by the United States and the Minnesota State Constitution.

ARTICLE 13

WORK SCHEDULE

13.1 The normal work year shall consist of two thousand eighty (2080) hours to be accounted for by each employee through:

- Scheduled hours of work (including any required roll call time)
- Holidays
- Training

13.2 The Sheriff shall have sole authority to establish normal workday schedules for covered employees for up to twelve (12) consecutive hours per shift. Each shift may include a thirty (30) minute paid meal break when the departmental workload permits, provided that employees remain available to respond to emergencies.

13.3 Employees will receive a one-dollar (\$1.00) per-hour shift differential for all hours actually worked between 4:00 p.m. and 8:00 a.m. Monday through Friday and all hours actually worked between 4:00 p.m. Friday and 8:00 a.m. the following Monday. Employees will also receive one dollar (\$1.00) per hour shift differential for the hours that the Courthouse is closed when the Administration staff is not in.

13.4 Dispatchers scheduled to work alone shall be eligible to receive compensatory time for breaks they cannot take. For each break a dispatcher cannot take, an equivalent amount of compensatory time shall be authorized. The authorization procedure shall be identical to that used to authorize overtime pay.

Any other employees who cannot take breaks while working either the daytime or evening shift (but not the graveyard shift) shall be eligible to receive compensatory time for breaks they cannot take. An equivalent amount of compensatory time shall be authorized for each break an employee cannot take. The authorization procedure shall be identical to that used to authorize overtime pay.

13.5 Nothing contained in this or any other Article shall be interpreted as a guarantee of a minimum or a maximum number of hours the Employer may assign employees.

13.6 The existing full-time Dispatcher schedule will be continued only if the Union secures an exemption for the overtime requirements of the Fair Labor Standards Act.

ARTICLE 14

COURT TIME

14.1 An employee required to appear in court during their scheduled off-duty time shall receive a minimum of three (3) hours of pay at one and one-half (1-1/2) times the employee's base pay rate. Additional time spent in court over the three-hour minimum shall be compensated at the employee's base rate but shall count in determining eligibility for overtime, pursuant to Article 16. An extension or early report to a regularly scheduled shift does not qualify the employee for the three (3) hour minimum.

ARTICLE 15

CALLBACK

15.1 Any employee called back to work outside their regularly posted schedule, except for court appearances, shall be paid at time and one-half (1-1/2) their regular base rate of pay for a minimum of two (2) hours. Employees who are notified within two (2) hours of assuming a Callback Shift, the employee will be compensated with a flat payment of \$50 in addition to any paid overtime for the early call-in.

ARTICLE 16

OVERTIME

- 16.1 Full-time employees shall be compensated at one and one-half (1-1/2) times the employee's regular base rate of pay for hours worked in excess of the employee's regularly scheduled shift or, at the employee's choice, the equivalent amount of time off. Part-time employees shall be compensated at one and one-half (1-1/2) times the employee's regular base rate of pay for hours worked in excess of one hundred sixty (160) in each twenty-eight (28) day cycle established by Employer. Compensatory time off shall be allowed to build to a maximum bank of one hundred (100) hours which may be taken off at times mutually agreeable to the employee and the Sheriff. Employees will be permitted to cash out accumulated compensatory hours throughout the year.
- 16.2 Overtime will be distributed as equally as practicable. Overtime refused by an employee will, for record purposes, be considered unpaid overtime worked. For computing overtime compensation, overtime hours shall not be pyramided, compounded, or paid twice for the same hours worked. Overtime shall be calculated to the nearest fifteen (15) minutes.
- 16.3 Any employee who is assigned to a training school or required meeting on their normally scheduled off-duty time shall receive compensatory time or pay, at the employee's request, at straight time rates overtime at time and one-half (1 ½) their regular rate of pay for all hours worked, paid either in cash or banked as compensatory time.
- 16.4 If the total hours spent training and traveling on a day is part of the employee's regularly scheduled shift and is less than the length of the employee's regularly scheduled shift, the employee will be expected to return to the office and complete the remainder of their shift work. The employee will have the option of utilizing PTO or compensatory time to account for the difference. For purposes of this paragraph, the time spent training shall be considered the time the training is scheduled for -not the time training lets out in order to account for training through lunch and/or breaks.

ARTICLE 17

PAID TIME OFF (PTO)

- 17.1 The members of this bargaining unit will be covered by the PTO policy as outlined in the personnel policies that are attached to this Agreement as Appendix B to the extent that the policies are not inconsistent with the terms of this Agreement. Any changes to the County policies on PTO will be negotiated with the Union prior to application to the members of the bargaining unit.

ARTICLE 18

LEAVES OF ABSENCE

- 18.1 Funeral Leave. The Employer shall grant a leave of absence with pay, not to exceed three (3) shifts, in the event of death in the employee's immediate family as defined by the County's Personnel Policies
- 18.2 Jury Duty. Follow Morrison County Personnel Policy article 14.05.
- 18.3 Other Leaves of Absence. The leaves of absence described in Articles 13, 14, and 16 of the County Personnel Policies shall be available to employees covered by this Agreement as provided in the County Personnel Policies to the extent that such leaves are not inconsistent with the terms of this Agreement. A day of leave for purposes of these sections will be eight (8) hours, except for military leave.

ARTICLE 19

HOLIDAYS

- 19.1 Eleven (11) days during a calendar year shall be considered holidays for all full-time employees.

The holidays shall be:

New Year's Day

Columbus Day

President's Day

Thanksgiving Day

Memorial Day	Veteran's Day
Independence Day	Christmas Day
Labor Day	Christmas Eve
Martin Luther King's Birthday	

The Employer will add Juneteenth as a holiday when recognized by the State.

- 19.2 All full-time employees shall be compensated for holidays as twelve (12) hours for each holiday listed above with half paid (6 hours) and half comp-time (6 hours) for which they were on an approved paid status the first day before and the first day following the holiday. Approved pay status is defined as the employee being on the most current schedule regardless of whether the employee is scheduled to work the day in question and includes instances in which the employee is on approved PTO. This holiday benefit will not be paid to employees on an unpaid leave of absence except as required by law.
- 19.3 All employees shall be paid time and one-half (1-1/2) for all hours worked on holidays listed in ARTICLE 19.1, plus compensatory time as called for in 19.2.
- 19.4 Full-time Employees will receive one additional "floating" holiday which will be one full scheduled work day. This holiday may be taken by an employee when the needs of the Employer do not require their presence at work. Employees must use the Floating Holiday prior to December 1 each year, or it shall be forfeited.
- 19.5 Holidays defined in Section 19.1 shall be calculated at twelve (12) hours regardless of the schedule worked by the employee.

ARTICLE 20

INJURED ON DUTY

- 20.1 At the Employer's discretion, an employee (a) acting within the limits of the authority established by the Employer, (b) who receives a disabling injury during the performance of assigned official duties performing acts required by law, (c) under risk conditions which are unique to law enforcement work, and (d) wherein the Employer has determined that the employee has not contributed to the cause of the injury through negligence, judgmental decision, out of wrongful or willful or wanton neglect of duty or other action or inaction, may be granted leave with pay for any period of disability provided that such leave with pay shall not exceed ninety (90) calendar days. Such disabling injury shall be reported to the appointing authority immediately. Request for such leave shall be presented to the Employer with supporting documentation, including appropriate physician(s) reports. Such leave, if granted, shall not be charged to normal sick leave.

ARTICLE 21

COMPLETE AGREEMENT AND WAIVER OF BARGAINING

- 21.1 This Agreement shall represent the complete Agreement between Law Enforcement Labor Services, Inc., Dispatch Unit, and the Employer.
- 21.2 The parties acknowledge that during the negotiations which resulted in this Agreement, each had the right and opportunity to make requests and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and that complete understandings and agreements arrived at by the parties after the exercise of the right and opportunity are outlined in this Agreement. Therefore, for the life of this agreement, the Employer and the Union voluntarily and unqualifiedly waive the right. Each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement or with respect to any subject or matter not specifically referred to or covered by this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.
- 21.3 This Agreement contains the entire understanding, undertaking, and agreement of the Employer and the Union, after exercise of the right and opportunity referred to in the first section of this section and finally determines all matters of collective bargaining for its term. Changes in this Agreement, whether by addition, waiver, deletion, amendment, or modification, must be reduced to writing and executed by both the

Employer and the Union.

ARTICLE 22

OUTSIDE EMPLOYMENT

22.1 An employee may accept outside employment during their off-duty hours, provided such employment is not illegal, does not involve police powers, and would not bring discredit to their position or the Employer. Employees must notify the Employer in writing before commencing such employment. The Employer may require them to justify continued employment if they receive complaints about a conflict of interest or other valid objection to the employment. Employees may not hold themselves as County employee to their other Employer or the public when engaged in outside employment. The Sheriff may authorize the use of the uniform in certain outside employment situations.

ARTICLE 23

COMPENSATION

23.1 **2023**. Effective the first paycheck received in January 2023, a 3% COLA will be applied to all wages.

2024. Effective the first paycheck received in January 2024, a 3% COLA will be applied to all wages.

2025. Effective the first paycheck received in January 2025, a 3% COLA will be applied to all wages.

Effective in January 2023, two (2) additional steps will be added to the pay scale, Step 10 at 2% and Step 11 at 2%.

Effective in January 2023, two (2) additional steps will be added to the pay scale, Step 10 at 2% and Step 11 at 2% will be applied. For instance, those who have been at Step 9 for more than 12 months but less than 24 months will move to step 10 on the first pay period of January 2023. Those who have been a Step 9 for more than 24 months will move to Step 11 on the first pay period of January 2023.

Except as otherwise provided, movement within the range system will be in accordance with the normal County program.

23.2 Step movement for part-time employees on the Wage Appendix will be based on actual hours worked.

23.3 Promoted employees will receive the equivalent of a one-step adjustment (the greater of the next higher step or 4%) or adjustment to the range minimum, whichever is greater. The promotional change shall not change the anniversary date for range movement or step adjustment purposes. In the event an employee does not successfully complete the probation period following the promotion, the amount of the pay increase granted because of the promotion shall be eliminated from and after the return to the prior position.

23.4 Deferred Compensation:

<u>Employee</u>	<u>Employer</u>
\$25.00-\$49.99	\$10.00
\$50.00-\$59.99	\$15.00
\$60.00 - \$124.99	\$25.00
\$125.00 and up	\$35.00

In addition, all severance payments upon termination shall be paid into Post-Retirement Health Care Savings Plan. This includes accrued and unused PTO, Compensatory Time Off, and other severance payments. If an employee has less than 40 hours of PTO, Comp time, and Sick bank, severance payments will be paid in cash.

23.5 The County will pay a one-time lump sum longevity bonus in the first pay period immediately following the completion of the following years of service:

<u>Years of Service</u>	<u>Lump-Sum Payment</u>
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15 years	2% of base salary
20 years	3% of base salary
25 years	3% of base salary
30 years	3% of base salary
35 years	3% of base salary

- 23.6 Any balance, up to 800 hours in the employee's Extended Sick Bank, will be paid at fifty (50%) percent of the employee's regular hourly rate at the time of termination into the Post-Retirement Health Care Savings Plan. The employee must separate in good standing to be eligible for this payment.
- 23.7 The County shall further allow employees to cash out forty (40) hours of their Extended Sick Bank, if any, into deferred compensation as part of the first paycheck received in December of each year.
- 23.8 Dispatchers formally assigned by the Sheriff to field training officer (FTO) duties for a new dispatcher, respectively, will receive an additional one dollar (\$1.00) per hour for actual hours spent performing FTO duties. Team leaders are not eligible for FTO pay.

ARTICLE 24

INSURANCE

- 24.1 The Employer agrees to continue a hospital and medical insurance program available to full-time employees and dependents, subject to the limitations, benefits, and conditions established by the contract between the Employer and the insurance carrier. Any changes in the benefits coverage shall be negotiated with the Union.
- 24.2 The Employer agrees to continue a term life insurance program, subject to the limitations, benefits, and conditions established by the contract between the Employer and the insurance carrier, providing Twenty Thousand and no/100 Dollars (\$20,000) death benefit for all benefit eligible employees covered by this Agreement. The Employer agrees to continue an agreement with the term life insurance carrier to provide that each employee, at their option, may purchase additional life insurance equivalent to the amount purchased by the Employer from the such carrier. It shall be the employee's responsibility to prove insurability.
- 24.3 The Employer's contributions towards insurance benefits will consist of a monthly lump sum amount which will be applied to the benefit coverage selected by the employee. These changes will be effective on the date corresponding to salary adjustments for those respective years.

The Employer will contribute to insurance as outlined in the attached Memorandum of Understanding on an annual basis as determined by the Insurance Committee.

The employee must pay the premium balance for any coverage if the EMPLOYER contribution is less than the total premium amount.

The Union agrees that, for the stated duration of this Agreement, the County may switch health insurance providers and maintain the same general plan structure to the nearest level of benefits offered even if such change would be considered a reduction in aggregate value of benefits provided that such change is effective for all County bargaining units. The County will provide notice to the Union prior to switching providers and will meet and confer, upon request of the Union, on the change.

- 24.4 The benefits of part-time employees shall be pro-rated based on County Personnel Policies.
- 24.5 The County shall contribute up to two hundred dollars (\$200) per month toward the cost of the health insurance premium for retired regular full-time employees with dates of employment on or before January 1, 2013, who are eligible for a PERA annuity pursuant to Minn. Stat. §353 (dispatchers) and who have been employed for twenty (20) continuous years or more at the time of retirement from the County. The employer contribution shall be for any health plan included in the County's cafeteria plan only and shall be limited to not more than the same monthly amount as is applicable to active employees. This benefit will continue until the employee is Medicare eligible or a duration not to exceed ten (10) years, whichever

comes first.

ARTICLE 25

UNIFORMS

25.1 The Employer shall provide a uniform allowance payment every six (6) months to all employees except new hires, who shall have their allowance reduced by the cost of their initial uniform issue. Using this formula, the uniform allowance will be \$395. The uniform allowance is subject to withholding.

ARTICLE 26

SAFETY

26.1 Safety on the job is the mutual responsibility of the Employer and employee. All employees are encouraged to suggest ways to improve and maintain a safe working environment.

26.2 An employee injured on the job must notify their supervisor immediately.

ARTICLE 27

DURATION

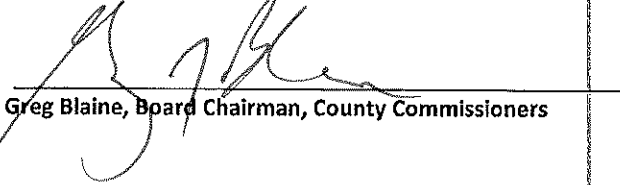
27.1 Except as herein provided, this Agreement shall be effective January 1, 2023, and shall continue in full force and effect until December 31, 2025, and thereafter until modified or amended by the agreement of the parties. Either party desiring to amend or modify this Agreement shall notify the other in writing by August 1 of the year in which modifications are desired to comply with the provisions of the Public Employment Labor Relations Act of 1971, as amended.

This agreement was entered into on the 20 day of December, 2022.

County of Morrison




Matt LeBlanc, Administrator

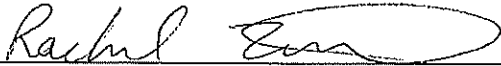


Greg Blaine, Board Chairman, County Commissioners

Law Enforcement Labor Services, Dispatch Unit



Union, Staff Representative



Union Representative

Morrison County
 Job Classification System
 Salary Grade Table: January, 2023

January 2023- 3% Increase

Job Points		Grade												9.92	1.03
Min	Max	Numbers	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11		
			4%	4%	4%	4%	4%	4%	4%	2%	2%	2%	2%		
91	116	1	\$ 10.22	\$ 10.63	\$ 11.05	\$ 11.49	\$ 11.95	\$ 12.43	\$ 12.93	\$ 13.45	\$ 13.98	\$ 14.26	\$ 14.54	1.04	1.02
117	144	2	\$ 10.63	\$ 11.05	\$ 11.49	\$ 11.95	\$ 12.43	\$ 12.93	\$ 13.45	\$ 13.98	\$ 14.26	\$ 14.54	\$ 14.83		
145	173	3	\$ 11.05	\$ 11.49	\$ 11.95	\$ 12.43	\$ 12.93	\$ 13.45	\$ 13.98	\$ 14.26	\$ 14.54	\$ 14.83	\$ 15.12		
174	203	4	\$ 11.49	\$ 11.95	\$ 12.43	\$ 12.93	\$ 13.45	\$ 13.98	\$ 14.54	\$ 14.83	\$ 15.12	\$ 15.43	\$ 15.73		
204	234	5	\$ 11.95	\$ 12.43	\$ 12.93	\$ 13.45	\$ 13.98	\$ 14.54	\$ 15.12	\$ 15.43	\$ 15.73	\$ 16.04	\$ 16.36		
235	266	6	\$ 12.43	\$ 12.93	\$ 13.45	\$ 13.98	\$ 14.54	\$ 15.12	\$ 15.73	\$ 16.04	\$ 16.36	\$ 16.69	\$ 17.01		
267	300	7	\$ 12.93	\$ 13.45	\$ 13.98	\$ 14.54	\$ 15.12	\$ 15.73	\$ 16.36	\$ 16.69	\$ 17.01	\$ 17.35	\$ 17.69		
301	335	8	\$ 13.45	\$ 13.98	\$ 14.54	\$ 15.12	\$ 15.73	\$ 16.36	\$ 17.01	\$ 17.35	\$ 17.69	\$ 18.05	\$ 18.40		
336	371	9	\$ 13.98	\$ 14.54	\$ 15.12	\$ 15.73	\$ 16.36	\$ 17.01	\$ 17.69	\$ 18.05	\$ 18.40	\$ 18.77	\$ 19.14		
372	409	10	\$ 14.54	\$ 15.12	\$ 15.73	\$ 16.36	\$ 17.01	\$ 17.69	\$ 18.40	\$ 18.77	\$ 19.14	\$ 19.52	\$ 19.90		
410	449	11	\$ 15.12	\$ 15.73	\$ 16.36	\$ 17.01	\$ 17.69	\$ 18.40	\$ 19.14	\$ 19.52	\$ 19.90	\$ 20.30	\$ 20.70		
450	490	12	\$ 15.73	\$ 16.36	\$ 17.01	\$ 17.69	\$ 18.40	\$ 19.14	\$ 19.90	\$ 20.30	\$ 20.70	\$ 21.11	\$ 21.53		
491	532	13	\$ 16.36	\$ 17.01	\$ 17.69	\$ 18.40	\$ 19.14	\$ 19.90	\$ 20.70	\$ 21.11	\$ 21.53	\$ 21.96	\$ 22.39		
533	577	14	\$ 17.01	\$ 17.69	\$ 18.40	\$ 19.14	\$ 19.90	\$ 20.70	\$ 21.53	\$ 21.96	\$ 22.39	\$ 22.84	\$ 23.28		
578	623	15	\$ 17.69	\$ 18.40	\$ 19.14	\$ 19.90	\$ 20.70	\$ 21.53	\$ 22.39	\$ 22.84	\$ 23.28	\$ 23.75	\$ 24.21		
624	671	16	\$ 18.40	\$ 19.14	\$ 19.90	\$ 20.70	\$ 21.53	\$ 22.39	\$ 23.28	\$ 23.75	\$ 24.21	\$ 24.70	\$ 25.18		
672	721	17	\$ 19.14	\$ 19.90	\$ 20.70	\$ 21.53	\$ 22.39	\$ 23.28	\$ 24.21	\$ 24.70	\$ 25.18	\$ 25.69	\$ 26.19		
722	772	18	\$ 19.90	\$ 20.70	\$ 21.53	\$ 22.39	\$ 23.28	\$ 24.21	\$ 25.18	\$ 25.69	\$ 26.19	\$ 26.71	\$ 27.24		
773	826	19	\$ 20.70	\$ 21.53	\$ 22.39	\$ 23.28	\$ 24.21	\$ 25.18	\$ 26.19	\$ 26.71	\$ 27.24	\$ 27.78	\$ 28.33		
827	882	20	\$ 21.53	\$ 22.39	\$ 23.28	\$ 24.21	\$ 25.18	\$ 26.19	\$ 27.24	\$ 27.78	\$ 28.33	\$ 28.89	\$ 29.46		
883	941	21	\$ 22.39	\$ 23.28	\$ 24.21	\$ 25.18	\$ 26.19	\$ 27.24	\$ 28.33	\$ 28.89	\$ 29.46	\$ 30.05	\$ 30.64		
942	100	22	\$ 23.28	\$ 24.21	\$ 25.18	\$ 26.19	\$ 27.24	\$ 28.33	\$ 29.46	\$ 30.05	\$ 30.64	\$ 31.25	\$ 31.87		
1002	1065	23	\$ 24.21	\$ 25.18	\$ 26.19	\$ 27.24	\$ 28.33	\$ 29.46	\$ 30.64	\$ 31.25	\$ 31.87	\$ 32.50	\$ 33.14		
1066	1130	24	\$ 25.18	\$ 26.19	\$ 27.24	\$ 28.33	\$ 29.46	\$ 30.64	\$ 31.87	\$ 32.50	\$ 33.14	\$ 33.80	\$ 34.47		
1131	1198	25	\$ 26.19	\$ 27.24	\$ 28.33	\$ 29.46	\$ 30.64	\$ 31.87	\$ 33.14	\$ 33.80	\$ 34.47	\$ 35.15	\$ 35.84		
1199	1269	26	\$ 27.24	\$ 28.33	\$ 29.46	\$ 30.64	\$ 31.87	\$ 33.14	\$ 34.47	\$ 35.15	\$ 35.84	\$ 36.56	\$ 37.28		
1270	1343	27	\$ 28.33	\$ 29.46	\$ 30.64	\$ 31.87	\$ 33.14	\$ 34.47	\$ 35.84	\$ 36.56	\$ 37.28	\$ 38.02	\$ 38.77		
1344	1420	28	\$ 29.46	\$ 30.64	\$ 31.87	\$ 33.14	\$ 34.47	\$ 35.84	\$ 37.28	\$ 38.02	\$ 38.77	\$ 39.54	\$ 40.32		
1421	1500	29	\$ 30.64	\$ 31.87	\$ 33.14	\$ 34.47	\$ 35.84	\$ 37.28	\$ 38.77	\$ 39.54	\$ 40.32	\$ 41.13	\$ 41.93		
1501	1583	30	\$ 31.87	\$ 33.14	\$ 34.47	\$ 35.84	\$ 37.28	\$ 38.77	\$ 40.32	\$ 41.13	\$ 41.93	\$ 42.77	\$ 43.61		
1584	1669	31	\$ 33.14	\$ 34.47	\$ 35.84	\$ 37.28	\$ 38.77	\$ 40.32	\$ 41.93	\$ 42.77	\$ 43.61	\$ 44.48	\$ 45.35		
1670	1759	32	\$ 34.47	\$ 35.84	\$ 37.28	\$ 38.77	\$ 40.32	\$ 41.93	\$ 43.61	\$ 44.48	\$ 45.35	\$ 46.26	\$ 47.17		
1760	1852	33	\$ 35.84	\$ 37.28	\$ 38.77	\$ 40.32	\$ 41.93	\$ 43.61	\$ 45.35	\$ 46.26	\$ 47.17	\$ 48.11	\$ 49.05		
1853	1949	34	\$ 37.28	\$ 38.77	\$ 40.32	\$ 41.93	\$ 43.61	\$ 45.35	\$ 47.17	\$ 48.11	\$ 49.05	\$ 50.04	\$ 51.02		
1950	2050	35	\$ 38.77	\$ 40.32	\$ 41.93	\$ 43.61	\$ 45.35	\$ 47.17	\$ 49.05	\$ 50.04	\$ 51.02	\$ 52.04	\$ 53.06		
2051	2156	36	\$ 40.32	\$ 41.93	\$ 43.61	\$ 45.35	\$ 47.17	\$ 49.05	\$ 51.02	\$ 52.04	\$ 53.06	\$ 54.12	\$ 55.18		
2157	2265	37	\$ 41.93	\$ 43.61	\$ 45.35	\$ 47.17	\$ 49.05	\$ 51.02	\$ 53.06	\$ 54.12	\$ 55.18	\$ 56.28	\$ 57.39		
2266	2378	38	\$ 43.61	\$ 45.35	\$ 47.17	\$ 49.05	\$ 51.02	\$ 53.06	\$ 55.18	\$ 56.28	\$ 57.39	\$ 58.54	\$ 59.68		
2379	2497	39	\$ 45.35	\$ 47.17	\$ 49.05	\$ 51.02	\$ 53.06	\$ 55.18	\$ 57.39	\$ 58.54	\$ 59.68	\$ 60.88	\$ 62.07		
2498	2621	40	\$ 47.17	\$ 49.05	\$ 51.02	\$ 53.06	\$ 55.18	\$ 57.39	\$ 59.68	\$ 60.88	\$ 62.07	\$ 63.31	\$ 64.55		
2622	2750	41	\$ 49.05	\$ 51.02	\$ 53.06	\$ 55.18	\$ 57.39	\$ 59.68	\$ 62.07	\$ 63.31	\$ 64.55	\$ 65.84	\$ 67.14		
2751	2885	42	\$ 51.02	\$ 53.06	\$ 55.18	\$ 57.39	\$ 59.68	\$ 62.07	\$ 64.55	\$ 65.84	\$ 67.14	\$ 68.48	\$ 69.85		
2886		43	\$ 53.06	\$ 55.18	\$ 57.39	\$ 59.68	\$ 62.07	\$ 64.55	\$ 67.14	\$ 68.48	\$ 69.85	\$ 71.24	\$ 72.67		

Morrison County
 Job Classification System
 Salary Grade Table: January, 2024

January 2024- 3% Increase

Job Points		Grade											
Min	Max	Numbers	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
			4%	4%	4%	4%	4%	4%	4%	2%	2%	2%	2%
91	116	1	\$ 10.53	\$ 10.95	\$ 11.39	\$ 11.84	\$ 12.31	\$ 12.81	\$ 13.32	\$ 13.85	\$ 14.41	\$ 14.98	\$ 15.58
117	144	2	\$ 10.95	\$ 11.39	\$ 11.84	\$ 12.31	\$ 12.81	\$ 13.32	\$ 13.85	\$ 14.41	\$ 14.98	\$ 15.58	\$ 16.21
145	173	3	\$ 11.39	\$ 11.84	\$ 12.31	\$ 12.81	\$ 13.32	\$ 13.85	\$ 14.41	\$ 14.98	\$ 15.58	\$ 16.21	\$ 16.85
174	203	4	\$ 11.84	\$ 12.31	\$ 12.81	\$ 13.32	\$ 13.85	\$ 14.41	\$ 14.98	\$ 15.58	\$ 16.21	\$ 16.85	\$ 17.53
204	234	5	\$ 12.31	\$ 12.81	\$ 13.32	\$ 13.85	\$ 14.41	\$ 14.98	\$ 15.58	\$ 16.21	\$ 16.85	\$ 17.53	\$ 18.23
235	266	6	\$ 12.81	\$ 13.32	\$ 13.85	\$ 14.41	\$ 14.98	\$ 15.58	\$ 16.21	\$ 16.85	\$ 17.53	\$ 18.23	\$ 18.96
267	300	7	\$ 13.32	\$ 13.85	\$ 14.41	\$ 14.98	\$ 15.58	\$ 16.21	\$ 16.85	\$ 17.53	\$ 18.23	\$ 18.96	\$ 19.72
301	335	8	\$ 13.85	\$ 14.41	\$ 14.98	\$ 15.58	\$ 16.21	\$ 16.85	\$ 17.53	\$ 18.23	\$ 18.96	\$ 19.72	\$ 20.50
336	371	9	\$ 14.41	\$ 14.98	\$ 15.58	\$ 16.21	\$ 16.85	\$ 17.53	\$ 18.23	\$ 18.96	\$ 19.72	\$ 20.50	\$ 21.32
372	409	10	\$ 14.98	\$ 15.58	\$ 16.21	\$ 16.85	\$ 17.53	\$ 18.23	\$ 18.96	\$ 19.72	\$ 20.50	\$ 21.32	\$ 22.18
410	449	11	\$ 15.58	\$ 16.21	\$ 16.85	\$ 17.53	\$ 18.23	\$ 18.96	\$ 19.72	\$ 20.50	\$ 21.32	\$ 22.18	\$ 23.07
450	490	12	\$ 16.21	\$ 16.85	\$ 17.53	\$ 18.23	\$ 18.96	\$ 19.72	\$ 20.50	\$ 21.32	\$ 22.18	\$ 23.07	\$ 23.99
491	532	13	\$ 16.85	\$ 17.53	\$ 18.23	\$ 18.96	\$ 19.72	\$ 20.50	\$ 21.32	\$ 22.18	\$ 23.07	\$ 23.99	\$ 24.95
533	577	14	\$ 17.53	\$ 18.23	\$ 18.96	\$ 19.72	\$ 20.50	\$ 21.32	\$ 22.18	\$ 23.07	\$ 23.99	\$ 24.95	\$ 25.95
578	623	15	\$ 18.23	\$ 18.96	\$ 19.72	\$ 20.50	\$ 21.32	\$ 22.18	\$ 23.07	\$ 23.99	\$ 24.95	\$ 25.95	\$ 26.98
624	671	16	\$ 18.96	\$ 19.72	\$ 20.50	\$ 21.32	\$ 22.18	\$ 23.07	\$ 23.99	\$ 24.95	\$ 25.95	\$ 26.98	\$ 27.52
672	721	17	\$ 19.72	\$ 20.50	\$ 21.32	\$ 22.18	\$ 23.07	\$ 23.99	\$ 24.95	\$ 25.95	\$ 26.98	\$ 27.52	\$ 28.06
722	772	18	\$ 20.50	\$ 21.32	\$ 22.18	\$ 23.07	\$ 23.99	\$ 24.95	\$ 25.95	\$ 26.98	\$ 27.52	\$ 28.06	\$ 29.18
773	826	19	\$ 21.32	\$ 22.18	\$ 23.07	\$ 23.99	\$ 24.95	\$ 25.95	\$ 26.98	\$ 27.52	\$ 28.06	\$ 29.18	\$ 30.35
827	882	20	\$ 22.18	\$ 23.07	\$ 23.99	\$ 24.95	\$ 25.95	\$ 26.98	\$ 28.06	\$ 29.18	\$ 29.77	\$ 30.96	\$ 31.57
883	941	21	\$ 23.07	\$ 23.99	\$ 24.95	\$ 25.95	\$ 26.98	\$ 28.06	\$ 29.18	\$ 29.77	\$ 30.96	\$ 31.57	\$ 32.83
942	100	22	\$ 23.99	\$ 24.95	\$ 25.95	\$ 26.98	\$ 28.06	\$ 29.18	\$ 30.35	\$ 31.57	\$ 32.83	\$ 33.49	\$ 34.14
1002	1065	23	\$ 24.95	\$ 25.95	\$ 26.98	\$ 28.06	\$ 29.18	\$ 30.35	\$ 31.57	\$ 32.83	\$ 33.49	\$ 34.14	\$ 35.51
1066	1130	24	\$ 25.95	\$ 26.98	\$ 28.06	\$ 29.18	\$ 30.35	\$ 31.57	\$ 32.83	\$ 33.49	\$ 34.14	\$ 35.51	\$ 36.93
1131	1198	25	\$ 26.98	\$ 28.06	\$ 29.18	\$ 30.35	\$ 31.57	\$ 32.83	\$ 34.14	\$ 35.51	\$ 36.93	\$ 37.67	\$ 38.41
1199	1269	26	\$ 28.06	\$ 29.18	\$ 30.35	\$ 31.57	\$ 32.83	\$ 34.14	\$ 35.51	\$ 36.93	\$ 37.67	\$ 38.41	\$ 39.94
1270	1343	27	\$ 29.18	\$ 30.35	\$ 31.57	\$ 32.83	\$ 34.14	\$ 35.51	\$ 36.93	\$ 37.67	\$ 38.41	\$ 39.94	\$ 41.54
1344	1420	28	\$ 30.35	\$ 31.57	\$ 32.83	\$ 34.14	\$ 35.51	\$ 36.93	\$ 38.41	\$ 39.94	\$ 41.54	\$ 42.37	\$ 43.20
1421	1500	29	\$ 31.57	\$ 32.83	\$ 34.14	\$ 35.51	\$ 36.93	\$ 38.41	\$ 39.94	\$ 41.54	\$ 42.37	\$ 43.20	\$ 44.93
1501	1583	30	\$ 32.83	\$ 34.14	\$ 35.51	\$ 36.93	\$ 38.41	\$ 39.94	\$ 41.54	\$ 42.37	\$ 43.20	\$ 44.93	\$ 46.74
1584	1669	31	\$ 34.14	\$ 35.51	\$ 36.93	\$ 38.41	\$ 39.94	\$ 41.54	\$ 43.20	\$ 44.93	\$ 45.83	\$ 46.74	\$ 48.59
1670	1759	32	\$ 35.51	\$ 36.93	\$ 38.41	\$ 39.94	\$ 41.54	\$ 43.20	\$ 44.93	\$ 45.83	\$ 46.74	\$ 48.59	\$ 50.54
1760	1852	33	\$ 36.93	\$ 38.41	\$ 39.94	\$ 41.54	\$ 43.20	\$ 44.93	\$ 46.73	\$ 47.66	\$ 48.59	\$ 49.57	\$ 52.56
1853	1949	34	\$ 38.41	\$ 39.94	\$ 41.54	\$ 43.20	\$ 44.93	\$ 46.73	\$ 48.59	\$ 49.57	\$ 50.54	\$ 51.55	\$ 54.66
1950	2050	35	\$ 39.94	\$ 41.54	\$ 43.20	\$ 44.93	\$ 46.73	\$ 48.59	\$ 50.54	\$ 51.55	\$ 52.56	\$ 53.61	\$ 56.85
2051	2156	36	\$ 41.54	\$ 43.20	\$ 44.93	\$ 46.73	\$ 48.59	\$ 50.54	\$ 52.56	\$ 53.61	\$ 54.66	\$ 55.76	\$ 59.12
2157	2265	37	\$ 43.20	\$ 44.93	\$ 46.73	\$ 48.59	\$ 50.54	\$ 52.56	\$ 54.66	\$ 55.76	\$ 56.85	\$ 57.99	\$ 61.49
2266	2378	38	\$ 44.93	\$ 46.73	\$ 48.59	\$ 50.54	\$ 52.56	\$ 54.66	\$ 56.85	\$ 57.99	\$ 59.12	\$ 60.31	\$ 63.95
2379	2497	39	\$ 46.73	\$ 48.59	\$ 50.54	\$ 52.56	\$ 54.66	\$ 56.85	\$ 59.12	\$ 60.31	\$ 61.49	\$ 62.72	\$ 66.51
2498	2621	40	\$ 48.59	\$ 50.54	\$ 52.56	\$ 54.66	\$ 56.85	\$ 59.12	\$ 61.49	\$ 62.72	\$ 63.95	\$ 65.23	\$ 69.17
2622	2750	41	\$ 50.54	\$ 52.56	\$ 54.66	\$ 56.85	\$ 59.12	\$ 61.49	\$ 63.95	\$ 65.23	\$ 66.51	\$ 67.84	\$ 71.96
2751	2885	42	\$ 52.56	\$ 54.66	\$ 56.85	\$ 59.12	\$ 61.49	\$ 63.95	\$ 66.51	\$ 67.84	\$ 69.17	\$ 70.55	\$ 74.87
2886		43	\$ 54.66	\$ 56.85	\$ 59.12	\$ 61.49	\$ 63.95	\$ 66.51	\$ 69.17	\$ 70.55	\$ 71.96	\$ 73.40	\$ 77.47

10.22 1.03
 1.04 1.02

Morrison County
 Job Classification System
 Salary Grade Table: January, 2025

January 2025- 3% Increase

Job Points		Grade											
Min	Max	Numbers	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
			4%	4%	4%	4%	4%	4%	4%	2%	2%	2%	2%
91	116	1	\$ 10.85	\$ 11.28	\$ 11.73	\$ 12.20	\$ 12.69	\$ 13.20	\$ 13.72	\$ 14.00	\$ 14.27	\$ 14.56	\$ 14.84
117	144	2	\$ 11.28	\$ 11.73	\$ 12.20	\$ 12.69	\$ 13.20	\$ 13.72	\$ 14.27	\$ 14.56	\$ 14.84	\$ 15.14	\$ 15.44
145	173	3	\$ 11.73	\$ 12.20	\$ 12.69	\$ 13.20	\$ 13.72	\$ 14.27	\$ 14.84	\$ 15.14	\$ 15.44	\$ 15.75	\$ 16.05
174	203	4	\$ 12.20	\$ 12.69	\$ 13.20	\$ 13.72	\$ 14.27	\$ 14.84	\$ 15.44	\$ 15.75	\$ 16.05	\$ 16.38	\$ 16.70
204	234	5	\$ 12.69	\$ 13.20	\$ 13.72	\$ 14.27	\$ 14.84	\$ 15.44	\$ 16.05	\$ 16.38	\$ 16.70	\$ 17.03	\$ 17.36
235	266	6	\$ 13.20	\$ 13.72	\$ 14.27	\$ 14.84	\$ 15.44	\$ 16.05	\$ 16.70	\$ 17.03	\$ 17.36	\$ 17.71	\$ 18.06
267	300	7	\$ 13.72	\$ 14.27	\$ 14.84	\$ 15.44	\$ 16.05	\$ 16.70	\$ 17.36	\$ 17.71	\$ 18.06	\$ 18.42	\$ 18.78
301	335	8	\$ 14.27	\$ 14.84	\$ 15.44	\$ 16.05	\$ 16.70	\$ 17.36	\$ 18.06	\$ 18.42	\$ 18.78	\$ 19.16	\$ 19.53
336	371	9	\$ 14.84	\$ 15.44	\$ 16.05	\$ 16.70	\$ 17.36	\$ 18.06	\$ 18.78	\$ 19.16	\$ 19.53	\$ 19.92	\$ 20.31
372	409	10	\$ 15.44	\$ 16.05	\$ 16.70	\$ 17.36	\$ 18.06	\$ 18.78	\$ 19.53	\$ 19.92	\$ 20.31	\$ 20.72	\$ 21.13
410	449	11	\$ 16.05	\$ 16.70	\$ 17.36	\$ 18.06	\$ 18.78	\$ 19.53	\$ 20.31	\$ 20.72	\$ 21.13	\$ 21.55	\$ 21.97
450	490	12	\$ 16.70	\$ 17.36	\$ 18.06	\$ 18.78	\$ 19.53	\$ 20.31	\$ 21.13	\$ 21.55	\$ 21.97	\$ 22.41	\$ 22.85
491	532	13	\$ 17.36	\$ 18.06	\$ 18.78	\$ 19.53	\$ 20.31	\$ 21.13	\$ 21.97	\$ 22.41	\$ 22.85	\$ 23.31	\$ 23.76
533	577	14	\$ 18.06	\$ 18.78	\$ 19.53	\$ 20.31	\$ 21.13	\$ 21.97	\$ 22.85	\$ 23.31	\$ 23.76	\$ 24.24	\$ 24.72
578	623	15	\$ 18.78	\$ 19.53	\$ 20.31	\$ 21.13	\$ 21.97	\$ 22.85	\$ 23.76	\$ 24.24	\$ 24.72	\$ 25.21	\$ 25.70
624	671	16	\$ 19.53	\$ 20.31	\$ 21.13	\$ 21.97	\$ 22.85	\$ 23.76	\$ 24.72	\$ 25.21	\$ 25.70	\$ 26.22	\$ 26.73
672	721	17	\$ 20.31	\$ 21.13	\$ 21.97	\$ 22.85	\$ 23.76	\$ 24.72	\$ 25.70	\$ 26.22	\$ 26.73	\$ 27.27	\$ 27.80
722	772	18	\$ 21.13	\$ 21.97	\$ 22.85	\$ 23.76	\$ 24.72	\$ 25.70	\$ 26.73	\$ 27.27	\$ 27.80	\$ 28.36	\$ 28.91
773	826	19	\$ 21.97	\$ 22.85	\$ 23.76	\$ 24.72	\$ 25.70	\$ 26.73	\$ 27.80	\$ 28.36	\$ 28.91	\$ 29.49	\$ 30.07
827	882	20	\$ 22.85	\$ 23.76	\$ 24.72	\$ 25.70	\$ 26.73	\$ 27.80	\$ 28.91	\$ 29.49	\$ 30.07	\$ 30.67	\$ 31.27
883	941	21	\$ 23.76	\$ 24.72	\$ 25.70	\$ 26.73	\$ 27.80	\$ 28.91	\$ 30.07	\$ 30.67	\$ 31.27	\$ 31.90	\$ 32.52
942	100	22	\$ 24.72	\$ 25.70	\$ 26.73	\$ 27.80	\$ 28.91	\$ 30.07	\$ 31.27	\$ 31.90	\$ 32.52	\$ 33.17	\$ 33.82
1002	1065	23	\$ 25.70	\$ 26.73	\$ 27.80	\$ 28.91	\$ 30.07	\$ 31.27	\$ 32.52	\$ 33.17	\$ 33.82	\$ 34.50	\$ 35.18
1066	1130	24	\$ 26.73	\$ 27.80	\$ 28.91	\$ 30.07	\$ 31.27	\$ 32.52	\$ 33.82	\$ 34.50	\$ 35.18	\$ 35.88	\$ 36.58
1131	1198	25	\$ 27.80	\$ 28.91	\$ 30.07	\$ 31.27	\$ 32.52	\$ 33.82	\$ 35.18	\$ 35.88	\$ 36.58	\$ 37.32	\$ 38.05
1199	1269	26	\$ 28.91	\$ 30.07	\$ 31.27	\$ 32.52	\$ 33.82	\$ 35.18	\$ 36.58	\$ 37.32	\$ 38.05	\$ 38.81	\$ 39.57
1270	1343	27	\$ 30.07	\$ 31.27	\$ 32.52	\$ 33.82	\$ 35.18	\$ 36.58	\$ 38.05	\$ 38.81	\$ 39.57	\$ 40.36	\$ 41.15
1344	1420	28	\$ 31.27	\$ 32.52	\$ 33.82	\$ 35.18	\$ 36.58	\$ 38.05	\$ 39.57	\$ 40.36	\$ 41.15	\$ 41.98	\$ 42.80
1421	1500	29	\$ 32.52	\$ 33.82	\$ 35.18	\$ 36.58	\$ 38.05	\$ 39.57	\$ 41.15	\$ 41.98	\$ 42.80	\$ 43.65	\$ 44.51
1501	1583	30	\$ 33.82	\$ 35.18	\$ 36.58	\$ 38.05	\$ 39.57	\$ 41.15	\$ 42.80	\$ 43.65	\$ 44.51	\$ 45.40	\$ 46.29
1584	1669	31	\$ 35.18	\$ 36.58	\$ 38.05	\$ 39.57	\$ 41.15	\$ 42.80	\$ 44.51	\$ 45.40	\$ 46.29	\$ 47.22	\$ 48.14
1670	1759	32	\$ 36.58	\$ 38.05	\$ 39.57	\$ 41.15	\$ 42.80	\$ 44.51	\$ 46.29	\$ 47.22	\$ 48.14	\$ 49.11	\$ 50.07
1760	1852	33	\$ 38.05	\$ 39.57	\$ 41.15	\$ 42.80	\$ 44.51	\$ 46.29	\$ 48.14	\$ 49.11	\$ 50.07	\$ 51.07	\$ 52.07
1853	1949	34	\$ 39.57	\$ 41.15	\$ 42.80	\$ 44.51	\$ 46.29	\$ 48.14	\$ 50.07	\$ 51.07	\$ 52.07	\$ 53.11	\$ 54.15
1950	2050	35	\$ 41.15	\$ 42.80	\$ 44.51	\$ 46.29	\$ 48.14	\$ 50.07	\$ 52.07	\$ 53.11	\$ 54.15	\$ 55.24	\$ 56.32
2051	2156	36	\$ 42.80	\$ 44.51	\$ 46.29	\$ 48.14	\$ 50.07	\$ 52.07	\$ 54.15	\$ 55.24	\$ 56.32	\$ 57.45	\$ 58.57
2157	2265	37	\$ 44.51	\$ 46.29	\$ 48.14	\$ 50.07	\$ 52.07	\$ 54.15	\$ 56.32	\$ 57.45	\$ 58.57	\$ 59.74	\$ 60.92
2266	2378	38	\$ 46.29	\$ 48.14	\$ 50.07	\$ 52.07	\$ 54.15	\$ 56.32	\$ 58.57	\$ 59.74	\$ 60.92	\$ 62.13	\$ 63.35
2379	2497	39	\$ 48.14	\$ 50.07	\$ 52.07	\$ 54.15	\$ 56.32	\$ 58.57	\$ 60.92	\$ 62.13	\$ 63.35	\$ 64.62	\$ 65.89
2498	2621	40	\$ 50.07	\$ 52.07	\$ 54.15	\$ 56.32	\$ 58.57	\$ 60.92	\$ 63.35	\$ 64.62	\$ 65.89	\$ 67.20	\$ 68.52
2622	2750	41	\$ 52.07	\$ 54.15	\$ 56.32	\$ 58.57	\$ 60.92	\$ 63.35	\$ 65.89	\$ 67.20	\$ 68.52	\$ 69.89	\$ 71.26
2751	2885	42	\$ 54.15	\$ 56.32	\$ 58.57	\$ 60.92	\$ 63.35	\$ 65.89	\$ 68.52	\$ 69.89	\$ 71.26	\$ 72.69	\$ 74.14
2886		43	\$ 56.32	\$ 58.57	\$ 60.92	\$ 63.35	\$ 65.89	\$ 68.52	\$ 71.26	\$ 72.69	\$ 74.14	\$ 75.63	\$ 77.14

10.53 1.03
 1.04 1.02

ARTICLE 33 PTO

33.01 Policy. It is the policy of Morrison County to provide employees paid time away from work.

While every effort will be made to give employees the leave period of his/her preference, leaves will be scheduled so as not to cause an interruption in the department's regular operation. Should a conflict in scheduling occur, it will be resolved based on the first request and then seniority at the request.

PTO can be utilized for any purpose, subject only to necessary existing departmental request/approval procedures consistent with county personnel policies. If absent for more than three (3) days due to an FMLA qualifying event, you must notify Administration.

33.02 Accrual Rates

<u>Years of Service</u>	<u>Annual Accrual Rate</u>	<u>Accrual Rate</u>
0 thru 5 years	168 hours/21 days	1 hour for each 12.38 worked
6 thru 10 years	192 hours/24 days	1 hour for each 10.83 worked
11 thru 15 years	224 hours/28 days	1 hour for each 9.29 worked
16 thru 20 years	256 hours/32 days	1 hour for each 8.13 worked
21+ years*	264 hours/33 days	1 hour for each 7.88 worked

Those employees hired before January 1, 1981, shall earn PTO at the rate of 272 hours/34 days per year, an accrual rate of 1 hour for each 7.65 worked. The implementation date of a change in the accrual tier shall be the same as if the change were a step increase.

33.03 Part-Time Employees. Regular part-time employees must be regularly scheduled to work twenty (20) hours or more per week to be eligible for pro-rated PTO. Employees regularly scheduled to work thirty (30) or more hours per week shall accrue PTO based on the benefit schedule delineated in the Full-Time benefit schedule outlined above. Employees regularly scheduled to work twenty (20) or more, but less than thirty (30) hours per week shall accrue a PTO/holiday combination benefit based on the following schedule:

Accrual Rate (PT Employees - includes Holiday Pay)

<u>Years of Service (Based on Anniversary Date)</u>	<u>Accrual Rate</u>
0 thru 5 years	1 hour for each 7.88 worked
6 thru 10 years	1 hour for each 7.22 worked
11 thru 15 years	1 hour for each 6.50 worked
16 thru 20 years	1 hour for each 5.91 worked
21+ years*	1 hour for each 5.78 worked

*Those employees hired before January 1, 1981, shall earn PTO at the rate of 1 hour for each 5.65 worked.

In either case, 2080 hours of regularly scheduled work time is equivalent to one full year of experience in determining PTO benefit accrual. Employees working more than twenty (20) hours per week for twelve (12) consecutive weeks and not currently benefits-eligible will be highlighted to the department head. Either the employee's hours are reduced or when they become eligible to receive benefits-eligible status. Conversely, employees working less than twenty (20) hours per week for twelve (12) consecutive weeks and currently benefits-eligible will be highlighted to the department head and either the employee's hours change or elimination of benefits-eligible status.

Intermittent and Temporary employees shall not be eligible for paid PTO.

33.04 Use of PTO. PTO is accrued on a per pay period basis and may be used after the pay period in which it was earned in increments of not less than fifteen (15) minutes. Because of the nature of their work, department heads are expected to account only for full-day absences; any exception to this may be granted only by prior authorization from the County Administrator. Non-emergency use must be requested in advance per departmental policies. For PTO to be considered "planned," an employee should give their supervisor advance notice equal to the amount of the requested time off, up to five (5) days. Emergency or "unplanned" use must be requested with as much advance notice as possible but not later than the start of the scheduled work shift. Emergency use may require documentation of the emergency.

Maximum accrual of PTO is no more than two (2) times your annual accrual rate or 488 hours, whichever is greater. Any PTO above that amount shall be forfeited.

Use of PTO shall be counted toward the calculation of overtime.

An employee taking an unpaid leave of absence for reasons identified in the Absences from Work without Pay Policy, Article 13, must use all accrued PTO/Comp/Sick Bank hours before going on unpaid status.

33.05 Annual Conversion Option. During the last pay date in November of each year, employees may convert a portion of their PTO account either to the County's deferred compensation program (subject to maximum deferral regulations) or to a cash payout according to the following schedule. Employees should be aware that cash payouts are taxable income. Election of this option will be completed within November of each year as designated by Administration. New employees must have worked for the County for one full year before being eligible for this provision.

<u>Year of Service - based on Anniversary Date</u>	<u>Conversion to Cash or Deferred Compensation</u>
1 thru 5 years	20 hours
6 thru 10 years	60 hours
11 thru 15 years	80 hours
16 thru 20 years	100 hours
20 + years	120 hours

NOTE: For employees who are members of collective bargaining units, the conversion schedules may be organized differently than outlined above. Employees who are so covered should consult their union contract for the specific conversion schedule.

33.06 Termination of Benefits. An employee terminated for cause shall not be eligible for payment of any accrued PTO at the time of separation. An employee who resigns in good standing shall be eligible to receive accrued PTO up to the current maximum accrual.

Upon termination of employment with Morrison County, the dollar value of PTO is paid out according to the terminating employee's current hourly rate, up to the current maximum accrual. It shall be paid into a Post-Retirement Health Care Savings Plan. This includes accrued and unused PTO, Compensatory Time Off, and other severance payments. If an employee has less than forty (40) hours of PTO, Comp time and Sick bank and other severance payments will be paid out in cash. If the termination is due to the unexpected death of the employee, the value of the severance shall be paid to the estate of the deceased employee within 30 calendar days upon the presentation of a death certificate or other valid proof of death.

Sick Leave Bank Incentives will also be paid to terminating employees with Sick Leave Banks per existing county personnel policy provisions. See Article 16.

33.07 Intermittent Seasonal and Interns. These employees shall not be eligible for paid PTO.

33.08 Department Heads and Supervisors. Dependent upon needing the flexibility to negotiate accrual and PTO banks for personnel with the Administrators approval. Newly hired department heads or supervisors may be credited up to eighty (80) hours of PTO at the time of their initial hire, subject to all the same limitations on its use. Also, the County Administrator is authorized to take prior service in a similar position with another employer into account when offering prospective employees department head jobs and negotiating the annual accrual rate for PTO for newly hired department heads. After reviewing the circumstances with and receiving the county administrator's consent, department heads are authorized to take prior service in a similar position with another employer into account when offering prospective employees managerial/supervisory jobs and negotiating the annual accrual rate for PTO for newly hired managers/supervisors.

Memorandum of Understanding Between Morrison County And LELS Morrison County Dispatch

This Memorandum of Understanding is by and between Morrison County (also called the County) and Law Enforcement Labor Services, Inc., Local 410 (Dispatch) (also called the Union). The Union is the exclusive representative for the bargaining unit noted above. The County and the Union will collectively be referred to as the parties.

The parties are currently subject to a collective bargaining agreement from January 1, 2023, through December 31, 2025. Throughout the negotiations leading to this collective bargaining agreement, the parties discussed the potential change in health insurance carriers and the potential application of Minn. Stat. Sec. 471.6161, Subd. 5, related to a change in the aggregate value of benefits.

The Morrison County Insurance Committee was informed of the 2023 health insurance renewal rates. Based on previous discussions, the parties agree as follows:

1. For the coverage year 2023, Morrison County will offer four tiers of coverage (Employee, Employee + Children, Employee + Spouse, and Family).
2. For the coverage year 2023, Morrison County will offer employees the choice of three plans. The three plans offered for 2023 will be the \$2500 HRA, \$3000 HDHP RX Plus (HSA), and \$4,000 HDHP RX Plus (HSA).
3. The 2023 Cafeteria Contribution and respective HRA and HSA contributions are defined below (LTD and basic life will be an automatic enrollment covered by the County).

SINGLE		EMPLOYEE & CHILDREN		EMPLOYEE & SPOUSE		FAMILY	
\$2,500 HRA	2023	\$2,500/\$5,000 HRA	2023	\$2,500/\$5,000 HRA	2023	\$2,500/\$5,000 HRA	2023
County Cafeteria	\$ 910.50	County Cafeteria	\$1,210.46	County Cafeteria	\$1,281.32	County Cafeteria	\$ 1,636.10
County HRA Contribution	\$ 104.00	County HRA Contribution	\$ 208.00	County HRA Contribution	\$ 208.00	County HRA Contribution	\$ 208.00
\$3,000 HSA RX PLUS		\$3,000/\$6,000 HSA RX PLUS		\$3,000/\$6,000 HSA RX PLUS		\$3,000/\$6,000 HSA RX PLUS	
County Cafeteria	\$ 824.50	County Cafeteria	\$ 1,179.70	County Cafeteria	\$1,249.06	County Cafeteria	\$ 1,596.60
County HSA Contribution	\$ 125.00	County HSA Contribution	\$ 208.00	County HSA Contribution	\$ 208.00	County HSA Contribution	\$ 208.00
\$4,000 HSA RX PLUS		\$4,000/\$8,000 HSA RX PLUS		\$4,000/\$8,000 HSA RX PLUS		\$4,000/\$8,000 HSA RX PLUS	
County Cafeteria	\$ 780.50	County Cafeteria	\$ 1,183.96	County Cafeteria	\$ 1,253.58	County Cafeteria	\$ 1,601.86
County HSA Contribution	\$ 166.00	County HSA Contribution	\$ 208.00	County HSA Contribution	\$ 208.00	County HSA Contribution	\$ 208.00

The total 2023 estimated Cafeteria Contribution based on 2022 Enrollment is \$3,733,500.00.

- a. The parties agree that rounding differences may apply and the actual amount will be as rounded by payroll.
- b. The parties agree that the cost for LTD and basic life will be added to the amount defined above and funded by the County.
4. Morrison County will offer a \$275 taxable Opt-Out payment for those not electing health insurance coverage. Certification for proof of coverage is required.
5. For coverage years 2023 and beyond, the following will apply.
 - a. Due to the significant change in insurance coverage options and rules imposed because of the ACA, the agreement will consist of an overall County Cafeteria Contribution level for the following year based on the current year enrollment level (LTD and basic life will be added to the amount) with the following goals and considerations.
 - i. The County and the various employee groups will have representatives serve on an insurance committee. The insurance committee consists of the following members: 2 non-union, 2 AFSCME Health and Human Services, 2 AFSCME Public Works, 1 LELS-Deputy, 1 LELS-Dispatch, and 1 LELS-Corrections. Action by the Insurance Committee will occur with a majority vote of those members present at a meeting. All recommendations of the insurance committee will be

brought to the individual bargaining units for approval. No recommendation will be made to the County Board that the bargaining units have not approved.

- ii. The Insurance Committee defined above will work with Administration to determine a recommendation for the contributions to the levels and plans offered.
- iii. The County will work towards investing in insurance costs for all employees, responding to trends, recruitment and retention issues, ACA insurance changes, etc.

b. The increase/decrease for employee costs of coverage will be no less than a 50/50 dollar split based on the overall renewal rate as reviewed by the Insurance Committee on an annual basis, and the insurance committee will provide a recommendation as to the specific cafeteria contribution distribution, to be voted on by the bargaining units

6. This Memorandum of Agreement does not operate as a waiver of any management or union rights except as specifically identified in this agreement.

This Agreement shall continue in full force and effect until a new collective bargaining agreement or MOU is negotiated to address the changes to health insurance coverage.

This Agreement was entered on the 20th day of December, 2022.

For Morrison County:

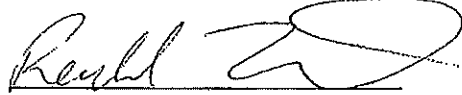


Matt LeBlanc, Administrator

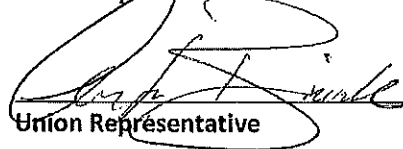
For Union:



Union, Labor Representative



Union Representative



Union Representative