

**COLLECTIVE BARGAINING AGREEMENT**

**BETWEEN**

**THE INTERNATIONAL UNION OF  
OPERATING ENGINEERS, LOCAL 150  
PUBLIC EMPLOYEES DIVISION**

**AND**

**ALGONQUIN TOWNSHIP ROAD DISTRICT**

**May 1, 2017 through April 30, 2022**

## AGREEMENT

This Collective Bargaining Agreement ("Agreement") has been made and entered into by and between the Algonquin Township Road District (hereinafter referred to as the "Employer" or "District") and the International Union of Operating Engineers, Local 150, Public Employees Division (hereinafter referred to as the "Union"), on behalf of certain employees described in Article I.

## PREAMBLE

In order to establish harmonious employment relations through a mutual process, to provide fair and equitable treatment to all employees, to promote the quality and continuance of public service, to achieve full recognition for the value of employees and the vital and necessary work they perform, to specify wages, hours, benefits and working conditions, and to provide for the prompt and equitable resolution of disputes, the parties agree as follows:

## ARTICLE I

### **UNION RECOGNITION/MANAGEMENT RIGHTS**

#### **SECTION 1.1: RECOGNITION**

The Employer recognizes the Union as the sole and exclusive bargaining representative for all employees in the following bargaining unit:

All employees of the Algonquin Township Road District in the following titles:  
Highway Worker, Laborer, Foreman and Mechanic.

The Illinois Labor Relations Board, in Case No. S-RC-17-051, certified the Union as the exclusive representative of the employees in the above-described unit and further found the unit as appropriate for purposes of collective bargaining.

**SECTION 1.2: NEW CLASSIFICATIONS**

The Employer shall notify the Union within fifteen (15) working days of its decision to implement any and all new classifications pertaining to work of a nature performed by employees within the bargaining unit. In the event there is a need for the establishment of new classifications including rates of pay, there will be a meeting for the purpose of establishing such classifications and rates by mutual agreement. Where agreement is not reached by the time work must be started, the Employer may start work at the rate it believes proper. If the rate mutually agreed on differs from that established by the employer, such rate shall be retroactive to the start of work in the new classification. In case the parties cannot agree on wages, and/or terms and conditions of employment for a new classification, the parties agree that such matter(s) shall be subject to the arbitration provisions set forth in this agreement.

**SECTION 1.3: MANAGEMENT RIGHTS**

Except as limited by this agreement, the Employer retains all of its traditional management rights. The Employer expressly reserves the right under this agreement to exercise all management rights as set forth in the Illinois Public Labor Relations Act.

**ARTICLE II****UNION RIGHTS****SECTION 2.1: UNION ACTIVITY DURING WORKING HOURS**

Authorized agents of the Union shall have access to the Employer's establishment during working hours for the purpose of adjusting disputes, investigating working conditions, and ascertaining that the Agreement is being adhered to, provided however, there is no interruption of the Employer's working schedule.

**SECTION 2.2: TIME OFF FOR UNION ACTIVITIES**

Employees may utilize any accumulated time off other than sick leave (holiday, personal, vacation, etc.) for union business.

**SECTION 2.3: UNION BULLETIN BOARD**

The Employer shall provide space for one Union bulletin board at the work location. The board shall be for the sole and exclusive use of the Union.

**ARTICLE III**

**UNION DUES/FAIR SHARE CHECKOFF**

**SECTION 3.1: DEDUCTIONS**

The Employer agrees to deduct from the pay of those employees who are Union members any or all of the following:

- (A) Union membership dues, assessments, or fees;
- (B) Union sponsored credit and other programs (e.g., PAC) as authorized by the bargaining unit member.

Requests for any of the above shall be made on a form provided by the Union and shall be made within the provisions of the State Salary and Annuity Withholding Act and/or any other applicable State statute.

Upon receipt of an appropriate written authorization from an employee, such authorized deductions shall be made in accordance with the law and shall be remitted to the Union on a twice monthly basis at the address designated in writing by the Union. The Union shall advise the Employer of any increases in dues or other approved deductions in writing at least thirty (30) days prior to its effective date.

**SECTION 3.2: FAIR SHARE**

Pursuant to the Illinois Public Labor Relations Act and amendments thereto, employees covered by this Article who are not members of the Union or do not make application for membership, shall be required to pay, in lieu of dues, their proportionate fair share of the collective bargaining process, contract administration and the pursuance of matters affecting wages, hours, terms and conditions of employment, as certified by the Union.

The proportionate fair share payment, with a letter of explanation as to that fair share payment, as certified to be current by the Union pursuant to the Illinois State Labor Relations Act, shall be deducted by the Employer from the earnings of the non-member employee each pay period.

The amount of the above employee deductions shall be remitted to the Union after the deduction(s) is made by the Employer with a listing of the employee, social security number, address and the individual employee deduction(s), along with deductions remitted pursuant to this Article.

**SECTION 3.3: APPEAL PROCEDURE**

The Union agrees to provide fair share payers with an appeal procedure in accordance with applicable law.

**SECTION 3.4: HOLD HARMLESS**

The Union shall hold and save the employer harmless from any and all responsibility and claims in connection with the collection and disbursement of monies under this Article and Agreement.

#### ARTICLE IV

##### **HOURS OF WORK AND OVERTIME**

###### **SECTION 4.1: WORKDAY AND WORKWEEK**

The normal work week for all bargaining unit personnel shall be five (5) days per week, Monday through Friday. The normal starting and ending time for employees will be 6:30 a.m. to 3:00 p.m. The normal workday for employees shall be eight and one-half (8.5) hours per day, including an unpaid thirty (30) minute lunch period and a paid thirty (30) minute break. The normal break shall be taken at 8:30 a.m., or as close thereto as practicable. The normal lunch period shall be taken at 11:30 a.m., or as close thereto as practicable. Employees will be permitted up to ten (10) minutes of drive/wash time in addition to the lunch.

Where the requirements of a job dictate that the employees work through their lunch period and the Foreman or Highway Commissioner so assigns them to keep working, employees shall be allowed to leave work thirty (30) minutes early. Employees required to work through their lunch period who cannot leave early shall be compensated one-half (1/2) hour at the appropriate overtime pay rate.

###### **SECTION 4.2: OVERTIME COMPENSATION**

The compensation paid employees for overtime work shall be as follows:

A. Except as set forth elsewhere in this agreement, a bargaining unit employee shall be paid at one and one-half times the employee's regular hourly rate of pay when required to work in excess of 40 hours per week or outside of his normal work hours, i.e. 6:30 a.m. to 3:00 p.m. Overtime will be rounded up to the nearest ¼ hour.

B. Compensated time not actually worked shall be counted as "time worked" for purposes of computing overtime compensation.

C. A bargaining unit employee shall be paid at twice his/her regular hourly rate of pay for all hours worked on holidays—actual and observed.

#### **SECTION 4.3: OVERTIME DISTRIBUTION**

The Highway Commissioner has the right to require employees to work overtime assignments beyond their normal scheduled work hours, and employees may not refuse to work such overtime assignments (unless the employee can show good cause for declining the overtime assignment). The Employer, in its discretion, reserves the right to create overtime assignments and/or to cancel overtime assignments.

When the Highway Commissioner, in his discretion, decides that an overtime assignment is necessary, he will direct employees to work the assignment in rotating order of the most senior to least senior employee on the District's seniority list. For example, during the first overtime assignment after this Agreement is executed, the Highway Commissioner will begin with the most senior employee, and if the employee does not respond to the Highway Commissioner's communication or otherwise declines for "good cause," the Highway Commissioner may choose to proceed to the next most senior employee on the list and so on until sufficient employees have been assigned. During the second overtime assignment, the Highway Commissioner will begin by contacting the next senior employee immediately below the employee selected for the last overtime assignment, and so on.

If the Employer is found to have violated the overtime assignment procedure outlined in the above paragraph, the remedy will be for the aggrieved employee to receive preference for the

next overtime assignment of equal hours. If the employee is unavailable or otherwise declines the aforementioned overtime work assignment, the employee is entitled to no further remedy. Nothing in this paragraph is intended to supersede an employee's obligation to work an overtime assignment if directed to do so by the Highway Commissioner.

#### **SECTION 4.4: ON-CALL**

One bargaining unit employee shall be on-call at all times. Each on-call assignment shall last for one week. The on-call employee shall change weekly, on Mondays at 6:30 a.m. The employees shall rotate the on-call, call-back employee position in rotating order of the most senior to least senior employee on the District's seniority list. Employees may trade on-call assignments, so long as they provide notice to the Highway Commissioner.

For each week that an employee serves as on-call, call-back employee he/she shall receive \$100.00 compensation in addition to his/her regular pay regardless of whether any call-back assignment(s) were made.

#### **SECTION 4.5: CALLBACK**

A call-back is defined as an official assignment of work that does not continuously precede or follow an employee's regularly scheduled work hours. Callbacks shall be compensated with a guaranteed minimum of two (2) hours at 1.5 times the employee's regular rate of pay for each such callback with pay beginning at the time of the call/assignment and ending when the employee punches out. Time worked in excess of the 2-hour minimum on a callback shall likewise be compensated at 1.5 times the employee's regular rate of pay. Callbacks starting on a holiday shall be compensated with a guaranteed minimum of four (4) hours at two times the employee's regular rate of pay, i.e. double time. Call-back assignments

that begin on a holiday and exceed the 4 hour minimum shall continue to be compensated at double time until the completion of the assignment. It is expressly agreed that a call-back assignment is for a specific purpose and the Employer shall not assign employees who complete their call-back assignment "busy work" (i.e. work unrelated to call-back purposes) in order to fill the remaining hours.

#### **SECTION 4.6: MANDATORY REST PERIOD**

Employees who are required to work more than sixteen (16) hours in a twenty-four (24) hour period (measured from 7:00 a.m. to 7:00 a.m.) shall be allowed an eight (8) hour rest period at the end of their work requirement, except in emergency situations and/or if the employee believes he or she is physically able to continue working. If the eight (8) hour rest period extends into the employee's normal workday, the employee may take the full rest period and shall be paid starting at his or her normal shift start time. The employee must complete his or her work assignment, even if it extends beyond sixteen (16) hours in duration, before beginning the rest period.

### **ARTICLE V**

#### **SENIORITY**

##### **SECTION 5.1: SENIORITY DEFINED**

An employee's seniority shall be the period of the employee's regular full time employment with the Employer, including employment prior to the execution of this Agreement. Seniority is not transferable into the bargaining unit from previously held non-bargaining unit positions.

**SECTION 5.2: BREAKS IN CONTINUOUS SERVICE**

An Employee's continuous service record shall be broken by voluntary resignation, discharge for just cause, retirement, failure to return from a leave of absence and being absent for three (3) consecutive days without reporting off. An employee who quits and later returns to work with the Township have no seniority with the Employer upon his or her return.

**SECTION 5.3: SENIORITY LIST**

The Employer shall maintain a seniority list which shall be furnished to the Union upon request.

**SECTION 5.4: PROBATIONARY EMPLOYEES**

An employee is probationary for the first six (6) months of employment. Employees who are promoted within the bargaining unit shall not be required to serve an additional probationary period.

A probationary employee shall have no seniority, except as otherwise provided for in this Agreement, until he/she has completed their required probationary period. Upon such completion, he/she shall acquire seniority retroactively from the date of employment. During this period of probation, no grievance may be filed by or on behalf of such employee regarding discharge or discipline. No employee on the payroll as of the date of execution of this Agreement shall be considered probationary.

**ARTICLE VI****LAYOFF AND RECALL****SECTION 6.1: DEFINITION AND NOTICE**

A layoff is defined as a reduction in bargaining unit jobs. The Employer shall give the

Union at least ninety (90) days' notice of any layoffs.

**SECTION 6.2: GENERAL PROCEDURES**

In the event a layoff is necessary, the Employer shall select the least qualified employee, based on work history, performance, skills and proven ability. Seniority shall only be used if two or more employees' qualifications are relatively equal.

**SECTION 6.3: RECALL OF LAID-OFF EMPLOYEES**

The names of laid-off employees shall be placed on a recall list for 24 months. Employees shall be recalled in seniority order. The Employer shall not employ temporary or seasonal employees if any employee is on the recall list. The Employer shall notify the employee via certified mail to the employee's last known address with a copy to the Union that he/she is being recalled. If the employee fails to respond within fourteen (14) days from the date of receipt, the employee is deemed to have waived any entitlement to reemployment.

**ARTICLE VII**

**DISCIPLINARY PROCEDURES**

**SECTION 7.1: EMPLOYEE DISCIPLINE**

The Employer agrees with the tenets of progressive and corrective discipline and that it shall be imposed only for just cause. Discipline may include the following steps, which are not exhaustive:

- (A) Oral warning with documentation of such filed in the employee's personnel file.
- (B) Written reprimand with copy of such maintained in the employee's personnel file.
- (C) Suspension without pay with documentation of such maintained in the employee's personnel file, with copy sent to Union office.

- (D) Discharge with documentation of such maintained in the employee's personnel file, with copy sent to Union office.

However, the Employer shall retain the right to invoke discipline that it determines to be appropriate under the circumstances surrounding each individual incident giving rise to disciplinary action, provided just cause exists. Therefore, the Employer may invoke either a suspension or discharge without oral warning or written reprimand should the seriousness of the offense warrant suspension or discharge without oral warning or written warning.

Prior to actual imposition of a suspension without pay, the employee will be afforded an opportunity to discuss his/her views concerning the conduct causing such disciplinary action with the Employer. In the case of termination, the employee will be given the opportunity to discuss the matter with management. Such discussion should take place as soon as practicable and not be unduly or unreasonably delayed, and the employee shall be informed clearly and concisely of the basis for such action.

Written reprimands and oral reprimands shall not be used as basis for progressive discipline if there has been no recurrence of the type or kind of conduct giving rise to the disciplinary action notice after a period of one (1) year. All discipline shall be removed from the employees file after two years. All disciplinary action (including verbal warnings if documented) shall be signed by the employee as having been received by the employee, not that it is agreed to, with a copy given to the employee prior to placement in the personnel file, unless the employee refuses to sign the disciplinary action in which case the Employer shall so indicate on the disciplinary action that the employee has refused to sign it.

**SECTION 7.2: RIGHT TO REPRESENTATION**

Prior to any disciplinary discussions with the employee, where the imposition of discipline beyond an oral warning is contemplated, the employee shall be informed of his/her rights to Union representation due to the fact that disciplinary action may be taken.

**ARTICLE VIII****GRIEVANCE PROCEDURE****SECTION 8.1: GRIEVANCE DEFINED**

A grievance is defined as any claim of violation of this Agreement.

**SECTION 8.2: PROCESSING OF GRIEVANCE**

Except for Step 1 and 2, grievances shall be processed only by the Union on behalf of an employee or on behalf of a group of employees or itself setting forth name(s) or group(s) of the employee(s). The Grievant or one Grievant representing a group of Grievants may be present at any step of the grievance procedure, and the employee is entitled to Union representation at each and every step of the grievance procedure. The resolution of a grievance filed on behalf of a group of employees shall be made applicable to the appropriate employees within that group.

**SECTION 8.3: GRIEVANCE STEPS****STEP ONE: HIGHWAY COMMISSIONER**

The Union or employee may submit a written grievance to the Highway Commissioner within twenty (20) calendar days of the event giving rise to the grievance or the Union's reasonable knowledge of the events giving rise to the grievance. The Highway Commissioner shall schedule a conference within fourteen (14) calendar days of receipt of the grievance to attempt to adjust the matter. The Highway Commissioner shall submit a written response within ten (10) business days

of the conference. If the conference is not scheduled, the Highway Commissioner shall respond to the grievance in writing within fourteen (14) calendar days of receipt of the appeal. If the Highway Commissioner does not respond in a timely fashion, the grievance shall thereby be deemed as denied and the grievance may advance.

#### **STEP TWO: ARBITRATION**

If the grievance remains unsettled Step One, the Union may refer the grievance to arbitration within fourteen (14) calendar days of the Step One response. The Union shall request either the Federal Mediation and Conciliation Service or the American Arbitration Association to submit a panel of arbitrators. The parties shall alternately strike the names of arbitrators, taking turns as to the first strike. The person whose name remains shall be the arbitrator, provided that either party, before striking any names, shall have the right to reject one (1) panel of arbitrators.

Both parties agree to attempt to arrive at a joint stipulation of the facts and issues as outlined to be submitted to the arbitrator. Both parties shall have the right to request the arbitrator to require the presence of witnesses and/or documents. Each party shall bear the costs of its own witnesses.

Questions of procedural arbitrability shall be decided by the arbitrator. The arbitrator shall make a preliminary determination on the question of arbitrability. If it is determined that the matter is arbitrable, the arbitrator shall then proceed to determine the merits of the dispute.

In the conduct of any arbitration under this Article, the rules and procedure governing the conduct of arbitration proceedings of the American Arbitration Association shall control, except where specifically limited by this Article. The arbitrator shall neither amend, modify, nullify, ignore, add or subtract from the provisions of this Agreement.

The expenses and fees of the arbitrator and the cost of the hearing room shall be shared equally by the parties. Nothing in this Article shall preclude the parties from agreeing to the appointment of a permanent arbitrator(s) during the term of this Agreement or to use the expedited arbitration procedures of the American Arbitration Association.

If either party desires a verbatim record of the proceedings, it may cause such to be made, providing it pays for the record and makes a copy available without charge to the arbitrator. If the other party desires a copy, it shall equally pay for the expense of such.

Issue(s) presented to the arbitrator shall be limited to those issue(s) presented at Step Two unless otherwise agreed by the parties.

The arbitrator shall render his/her decision in writing to the parties within a reasonable time following the close of the arbitration hearing or the submission date of briefs, whichever is later. The arbitrator shall support his/her findings with a written opinion. The decision and opinion shall be based solely on and directed to the issue presented. The award shall clearly direct the parties as to what action(s) must be taken in order to comply with the award. The arbitrator's decision shall be final and binding on the Employer, employee, and Union, shall be within the scope and terms of this Agreement, and shall not change any of the terms of this Agreement.

#### **SECTION 8.4: GRIEVANCE FORMS**

The written grievance required under this Article shall be on a form which shall be provided by the Union. It shall contain a statement of the Grievant's complaint, the section(s) of this Agreement that have been allegedly violated, the date of the alleged violations and the relief being sought. The form shall be signed and dated by the Grievant and/or his/her representative. An

improper grievance form, date, section citation or other procedural error shall not be grounds for denial of the grievance.

#### **SECTION 8.5: SETTLEMENTS AND TIME LIMITS**

Any grievance not appealed to the next succeeding step in writing and within the appropriate number of work days of the Employer's last answer will be considered settled on the basis of the employer's last answer and shall not be eligible for further appeal.

#### **SECTION 8.6: UNION STEWARDS**

Two (2) duly authorized bargaining unit representatives shall be designated by the Union as Stewards. One (1) duly authorized bargaining unit representative shall be designated by the Union as the alternate Stewards. The Union will provide written notice to identify the Stewards.

### **ARTICLE IX**

#### **LEAVES**

#### **SECTION 9.1: HOLIDAYS**

All eligible full-time employees shall receive holiday pay for the following holidays:

New Year's Day	January 1
Martin Luther King's Birthday	3 <sup>rd</sup> Monday in January
President's Day	3 <sup>rd</sup> Monday in February
Good Friday	Friday before Easter
Memorial Day	4 <sup>th</sup> Monday in May
Independence Day	July 4
Labor Day	1 <sup>st</sup> Monday in September

Columbus Day	2 <sup>nd</sup> Monday in October
Veterans' Day	November 11
Thanksgiving Day	4 <sup>th</sup> Thursday in November
Day after Thanksgiving	4 <sup>th</sup> Friday in November
Christmas Eve	December 24
Christmas Day	December 25
New Year's Eve	December 31

When a Holiday falls on Saturday, the Employer will designate the preceding Friday as the official observed Holiday. When a Holiday falls on a Sunday, the Employer will designate the following Monday as the official observed Holiday. Holiday pay shall be eight (8) hours of straight time pay, computed at the employee's base rate of pay. Employees who work on a holiday (actual or observed) shall additionally be compensated at two (2) times their regular rate of pay for all time actually worked on such holiday, with a guaranteed minimum of four (4) hours should an employee be called out on a holiday.

If the Employer declares any additional dates as observed holidays, such date(s) shall be considered holiday(s) for all bargaining unit employees.

#### **SECTION 9.2: VACATION LEAVE**

Full-time employees shall be entitled to the accrual of vacation days on an annual basis as follows:

0-1 year of service	1 week, prorated based upon hire date
2 years of service	2 weeks

5 years of service	3 weeks
10 years of service	4 weeks
15 years of service	One extra day each January 1, with a maximum of 5 weeks

Vacation days are front-loaded, and are available for use by full-time employee on January 1 of each year. Employees may carry over a maximum of five (5) vacation days from one calendar year to the next, with all remaining unused vacation days being forfeited if they are not used by December 31.

#### **SECTION 9.3: VACATION USAGE AND SCHEDULING**

Vacation days can be used only in half-day or full-day increments. Vacation requests shall be made no less than one (1) day prior to a requested leave. Reasonable vacation requests shall be approved; however, in the event that two (2) or more employees have already been approved leave, then any further vacations during such time period are subject to the approval of the Highway Commissioner and his determination of staffing needs.

#### **SECTION 9.4: VACATION LEAVE BLACKOUT PERIOD**

Notwithstanding any other provisions in this Article or Agreement, employees are subject to special "blackout" leave procedures during the time period of November 30 through March 15. During this time period, subject to the exception below, the Highway Commissioner has the final authority and discretion to approve, deny or cancel leave requests. During this blackout period, at least one (1) employee at any given time shall be allowed his/her leave request, subject to the provisions of Section 9.3. "Blackout" period vacation requests shall be considered on a

first-come, first-served basis; however, two equal, competing requests shall be honored based upon Seniority pursuant to the District's seniority list.

#### **SECTION 9.5: PERSONAL DAYS**

Full-time employees shall receive five (5) personal days at the beginning of each calendar year for use during that calendar year only. Full-time probationary employees do not receive personal days until after the completion of their probationary period, at which time the full-time employee will earn 0.75 days for each remaining full month of the calendar year in which he completed his probationary period. Unused personal days do not carry over from calendar year to calendar year. Personal days will be scheduled and approved pursuant to the procedures described in Sections 9.3 and 9.4, above. Full-time employees receive no compensation for unused personal days upon the full-time employee's resignation, termination, death or retirement.

#### **SECTION 9.6: SICK LEAVE**

Bargaining unit employees shall earn sick leave with full pay at a rate of five (5) days per year; all five sick days shall be available for use on January 1 of each calendar year.

An employee may be eligible for sick leave for the following reasons:

- A. Personal illness or physical incapacity;
- B. Quarantine of an employee by a physician;
- C. Illness or injury of immediate family (including step relations) of employee (immediate family is defined as spouse, parent, child, brother, sister, mother-in-law or father-in-law);

- D. Maternity as directed by a physician;
- E. Any purpose allowed under FMLA or
- F. Medical or dental appointments.

Sick leave may never be taken in advance of earning the time. An employee, unable to report for work because of the above reasons, shall notify his/her supervisor or department head prior to the time they are expected to report for work. Sick leave may be carried over from year-to-year up to a rolling maximum amount of eighty (80) days. Accumulated sick leave can be cashed out or used for retirement credit purposes, to the extent permitted by the law and IMRF rules. Full-time employees who are eligible to and retiring from the District may cash out their accumulated sick leave at their rate of pay at retirement.

#### **SECTION 9.7 SICK LEAVE INCENTIVE**

Any employee who does not use any sick time for a four (4) month period shall receive one (1) personal day.

#### **SECTION 9.8 SICK LEAVE BANK**

Should employees desire, they shall be permitted to contribute up to 5 unused sick days per year to a sick leave bank that will be used at the Union's discretion in order to help fellow Union members employed or on leave from the employer.

#### **SECTION 9.9 JURY DUTY LEAVE**

A full-time employee shall be granted leave with pay when required to be absent from work for jury duty or as a subpoenaed trial witness in a case involving the Employer, including cases where an employee is subpoenaed because they witness an incident while on duty.

When an employee is notified for jury duty, the employee is to provide notification to his/her supervisor or department head the following business day after receiving such notification. When serving on a jury, the employee must make regular contact with his/her supervisor or department head. An employee who must attend court on a non-work related matter must take vacation days or personal days or compensatory time to cover the time off from work. If the employee has used his/her allotted vacation or personal days or comp time the employee will be granted leave without pay.

#### **SECTION 9.10      MILITARY LEAVE**

Employees shall be eligible for military leave in accordance with applicable state and federal law.

#### **SECTION 9.11      FUNERAL LEAVE**

Employees may be granted up to three (3) working days leave with pay in the event of the death of a spouse, child (including step or adopted), mother or mother-in-law, father or father-in-law, sister, brother, aunt or uncle or close relative. If the employee receives notification of the death while at work, he/she may also be allowed the balance of that workday off with pay. The Employer shall grant an employee additional days off with pay if that employee requires, for bona fide religious reasons, additional time to grieve the loss of a family member.

If any portion of the approved leave falls on a day(s) the employee is not scheduled to work, the employee will receive compensation only for those days normally worked. Vacations will be extended as a result of a death of an immediate family member, occurring during vacation. Should an employee need additional time off due to a death of a family member, he shall be

permitted to use vacation, personal or compensatory time as permitted by the Department of Public Works, such approval not to be unreasonably denied.

**SECTION 9.12 CHILD BIRTH LEAVE**

An employee shall receive 3 days' paid leave following the birth of his or her child.

**ARTICLE X**

**LABOR MANAGEMENT CONFERENCES**

**SECTION 10.1: LABOR MANAGEMENT CONFERENCES**

In the interest of efficient management and harmonious employee relations, meetings shall be held between Union and Employer representatives when appropriate. Such meetings shall be at a time mutually agreed upon by the parties, and shall be limited to:

- (A) Discussion of the implementation and general administration of this Agreement;
- (B) A sharing of general information of interest to the parties;
- (C) The identification of possible health and safety concerns.

A Union representative and/or Union Stewards may attend these meetings. The Employer may assign appropriate management personnel to attend.

**SECTION 10.2: PURPOSE**

Such meetings shall be exclusive of the grievance procedure. Such meeting shall be chaired by the Employer representative and there shall be no loss of wages for attendance by Union Stewards and/or affected bargaining unit employees. Grievances and arbitrations shall not be discussed at such meetings.

**SECTION 10.3: UNSAFE CONDITIONS**

Employees who reasonably and justifiably believe that their health and safety are in danger due to an alleged unsafe working condition, equipment or vehicle, shall immediately inform their supervisors, who shall make a prompt in-the-field determination as to the continuation of the assignment. Ongoing concerns should be addressed at the first available labor management conference.

**ARTICLE XI**

**MISCELLANEOUS PROVISIONS**

**SECTION 11.1: GENDER**

Whenever the male gender is used in this Agreement, it shall be construed to include both males and females equally.

**SECTION 11.2: WORK CLOTHES**

Within fourteen (14) days of an employee's hire date, the Highway Commissioner will provide the following clothing items to a full-time employee:

Five (5) short-sleeved t-shirts

Five (5) long-sleeved t-shirts

Five (5) pullover sweatshirts

One (1) winter jacket

One (1) set of insulated coveralls

Rain gear

Additionally, the Employer shall make available to employees safety equipment, including safety glasses, gloves, knit hats, hip boots, rain gear, safety vests, ear protection and

hard hats, on an as-needed basis. If an employee believes that one of his/her clothing items needs replacement, he must submit the clothing item to the Highway Commissioner for review. The Highway Commissioner shall not unreasonably deny a replacement request. Full-time employees shall be entitled to a \$250.00 clothing allowance for the purchase of additional necessary clothing and equipment including, but not limited to, long underwear, work pants and shorts, and additional work footwear. In order to receive this allowance, the full-time employee must present to the Highway Commissioner a receipt or invoice for the purchase of such clothing. Such allowance will be given to the full-time employee no more than once each calendar year. Any employee may elect to receive regular uniform service in lieu of this allowance.

#### **SECTION 11.3: CELLULAR PHONE STIPEND**

Full-time employees shall receive a fifty dollar (\$50.00) monthly stipend toward the costs associated with his/her cellular phone for so long as the cellular phone number is provided to the Highway Commissioner and the employee is available to the Highway Commissioner after hours for purposes of Overtime and Call-Back assignments at said number.

#### **SECTION 11.4: RESIDENCY**

For emergency call back purposes, employees are required to live within a fifteen (15) nautical (air) mile radius of the District office at 3702 U.S. Highway 14, Crystal Lake, Illinois.

#### **SECTION 11.5: MAINTENANCE OF ECONOMIC BENEFITS**

All economic benefits which are not set forth in this Agreement and are in effect prior to ratification shall continue and remain in effect unless otherwise agreed by the Union.

**SECTION 11.6: LICENSE/CERTIFICATION REIMBURSEMENT**

The employer shall reimburse all employees required to carry any license the cost of the license and any renewals as well as endorsements it may require, including commercial drivers' licenses.

**SECTION 11.7: TRAINING**

The District shall pay for every full-time employee's annual enrollment in the Union's Apprenticeship & Skill Improvement Program (hereinafter "ASIP"). The District shall compensate all full-time employees for all normal work hours spent at training, schools and courses at ASIP. Each year, every employee shall be entitled to no less than ten (10) training days during regular work hours. A District vehicle will be made available for the employee's use to travel to training. If, for some reason, a District vehicle is not available and an employee must use his/her own automobile, roundtrip mileage reimbursement for sites farther than ten (10) miles from the District property, one way, shall be paid at the mileage reimbursement rate set by the Internal Revenue Service. Employees shall be reimbursed the cost of meals upon turning in receipts. In the event that an employee needs to stay overnight for training, the District will reimburse the employee the cost of lodging upon turning in receipts.

**SECTION 11.8: DRUG AND ALCOHOL TESTING**

It is expressly understood that the Union and the Employer are in favor of a safe work environment, both for the employees and the public. As such, the parties agree on drug and alcohol testing procedures set forth in Appendix A of this agreement.

**SECTION 11.9: SAFETY**

Employees who reasonably believe that their safety and health are in danger due to an alleged unsafe working condition or equipment shall immediately inform the Highway Commissioner, or his designee, who shall have the responsibility to determine what action, if any, should be taken, including whether or not the job should be discontinued. The employee shall follow the direction of the supervisor unless the employee reasonably and justifiably believes there is imminent danger. Questions regarding safety issues may be addressed in labor-management conferences pursuant to Article XVI.

## **ARTICLE XII**

### **SUBCONTRACTING**

It is the general policy of the District to continue to utilize its employees to perform work they are qualified to perform. The District maintains a qualified right to subcontract work. The District cannot dispose of existing equipment and materials which would prevent the employees from performing work that, as of the execution of this contract, they are able to perform. Additionally, the District may not subcontract work that would result in the layoff, discharge or a reduction in the 40-hour workweek of any non-probationary bargaining unit employees. In the event the District wished to subcontract bargaining unit work, the District will notify the Union and offer the Union an opportunity to bargain over the subcontracting decision at least forty-five (45) days before the District intends to enter into the subcontract. The District shall bargain in good faith with the Union to a resolution. In the event the parties are unable to resolve the issue through bargaining, the parties shall submit the subcontracting issue to an arbitrator who shall decide whether the subcontracting of work would result in the layoff, discharge or reduction in 40 weekly hours of any non-probationary bargaining unit employees. The District may only

subcontract bargaining unit work if the District can demonstrate by a preponderance of the evidence to an arbitrator that the subcontracting will not result in the loss of any bargaining unit jobs through layoff or discharge or the reduction in the 40-hour work week.

### **ARTICLE XIII**

#### **NON-DISCRIMINATION**

##### **SECTION 13.1: PROHIBITION AGAINST DISCRIMINATION**

Both the Employer and the Union agree not to discriminate against any employee on the basis of race, sex, creed, religion, color, sexual orientation, marital or parental status, age, national origin, political affiliation and/or beliefs, or other non-merit factors. Rights of employees pursuant to this Article may be grieved but cannot be arbitrated.

##### **SECTION 13.2: UNION ACTIVITY**

The Employer and the Union agree that no employee shall be discriminated against, intimidated, restrained or coerced in the exercise of any rights granted by this Agreement, or on account of membership or non-membership in, or lawful activities on behalf of the Union. Violations of this Section may be grieved through arbitration and may be processed through other competent jurisdictions.

### **ARTICLE XIV**

#### **NO STRIKE/NO LOCKOUT**

##### **SECTION 14.1: NO STRIKE**

During the term of this Agreement, the Union shall not call a strike.

**SECTION 14.2: NO LOCKOUT**

During the term of this Agreement, the Employer shall not lockout any bargaining unit employees.

**ARTICLE XV**

**FILLING OF VACANCIES**

**SECTION 15.1: POSTING**

Whenever the Employer determines there is a vacancy in an existing job classification or that a new bargaining unit job has been created, a notice of such vacancy shall be posted on all bulletin boards for ten (10) working days. During this period, employees who wish to apply for such vacancy, including employees on layoff, may do so.

**SECTION 15.2: FILLING OF VACANCIES**

When vacancies occur in the bargaining unit, the Employer will fill those vacancies by employing the most senior employee who meets the qualifications for the position, or could become qualified with a reasonable period of training.

**ARTICLE XVI**

**HEALTH INSURANCE**

The District shall provide full-time employees and their dependents group health, dental and vision insurance and benefits. Employees shall be responsible for no more than ten percent (10%) of the premium costs for this coverage. The District shall reserve the right to change insurance carriers, or to self-insure, for the provision of health care benefits, so long as the new coverage, benefits and costs are substantially similar to those provided at the time of execution of

this Contract. A copy of the current Summary Plan Description is attached hereto as Appendix

B.

### **ARTICLE XVII**

#### **LIFE INSURANCE**

The District shall provide life insurance coverage for every full-time employee as provided for in Appendix C. The District shall contribute one hundred percent (100%) of the total cost for this Basic Life Insurance benefit.

### **ARTICLE XVIII**

#### **WAGES RATES**

##### **SECTION 18.1: COST-OF-LIVING INCREASES**

During the term of this contract, current employees who are employed on the date that this contract is executed shall receive the following percentage cost-of-living increases to their respective straight-time hourly rates of base pay:

<b>Date</b>	<b>Percentage increase</b>
1/1/2018	1.5%
1/1/2019	1.5%
1/1/2020	1.5%
1/1/2021	1.5%
1/1/2022	2.0%

Employees hired after the execution date of this Agreement will receive an hourly rate of pay of twenty dollars (\$20.00) per hour, with subsequent annual cost-of-living percentage increases consistent with the above chart.

**SECTION 18.2: WAGE INCREASES**

In addition to the cost-of-living increases addressed herein, every full-time employee who has not reached the highest rate of pay at the time of execution of this contract (hereinafter "Highest Rate of Pay"), currently \$33.00 per hour, shall receive a wage increase of \$0.25 per hour, per quarter on January 1, March 1, June 1 and September 1 until he/she reaches the Highest Rate of Pay.

**SECTION 18.3: FOREMAN**

The Highway Commissioner shall appoint no less than one Foreman. To qualify for appointment to Foreman, an Employee must be a full-time employee with a minimum of five (5) years' service / seniority on the District's seniority list. The Foreman shall receive an additional two dollars (\$2.00) per hour above the Highest Rate of Pay. Nothing in this Agreement will result in a reduction in a current Foreman's straight-time hourly rate of pay

**ARTICLE XIX****SAVINGS CLAUSE**

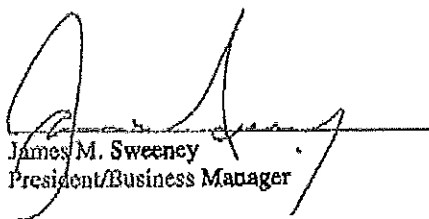
If any provision of this Agreement or the application of any such provision should be rendered or declared invalid by any court action, or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect and the subject matter of such invalid provision shall be open to immediate re-negotiation.

**ARTICLE XX****TERMINATION**

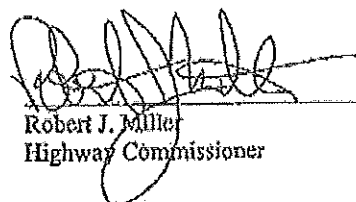
This Agreement shall be effective when ratified by both parties and shall remain in full force and effect until April 30, 2022. It shall be automatically renewed from year to year thereafter unless either party notifies the other in writing at least ninety (90) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than sixty (60) days prior to the anniversary date, unless mutually agreed.

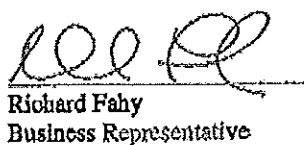
IN WITNESS WHEREOF, the parties have executed this Agreement this 25 day of April, 2017 in the Township of Algonquin, ILLINOIS.

INTERNATIONAL UNION OF OPERATING  
ENGINEERS, LOCAL 150, AFL-CIO

  
James M. Sweeney  
President/Business Manager

ALGONQUIN TOWNSHIP ROAD  
DISTRICT

  
Robert J. Miller  
Highway Commissioner

  
Richard Fahy  
Business Representative

## APPENDIX A

### DRUG AND ALCOHOL TESTING POLICY AND PROCEDURE

The United States and Illinois Department of Transportation (DOT) have passed laws which require the Road District to test its drivers for the use of drugs and alcohol. The laws are intended to prevent accidents and injuries caused by the misuse of drugs and alcohol by drivers who hold a Commercial Driver's License. All operators of vehicles employed by local governments required to hold a Commercial Driver's License (CDL) (sometimes referred to as employees performing safety sensitive functions or duties) are, therefore, subject to random drug and alcohol testing by approved Substance Abuse Professionals ("SAPs").

In recognition of the fact that drug and alcohol use by workers in the transportation industry adversely affects the safety and productivity of drivers and other employees, and jeopardizes the safety and well-being of the general public, the Road District has adopted this policy to comply with the U.S. and Illinois Department of Transportation regulations and to enhance the safety of its employees and the general public.

With regard to drug and alcohol testing, the Road District intends to fully comply with all DOT rules and regulations as well as with any other state or federal rules and regulations on drug and alcohol testing. The Road District further intends that if any of the regulations are amended, this Policy shall be deemed to have been amended automatically at that time, without the need for redrafting.

This Policy applies to Road District employees who are required to possess a valid CDL and who are or may be required to perform safety sensitive functions (referred to interchangeably herein as "driver", "CDL driver", "safety sensitive employees" and "employees performing safety sensitive functions"). The Road District will not knowingly permit any employee who is under the influence of drugs or alcohol to continue to perform job duties. Any questions about this Drug and Alcohol Testing Policy and Procedure should be directed to the Highway Commissioner at the Road District offices.

#### OVERVIEW

#### GENERAL INFORMATION ABOUT DRUG AND ALCOHOL ABUSE

Drug and alcohol abuse can have a devastating impact on an individual's work, health and personal life. A person who is abusing drugs and/or alcohol may neglect his responsibilities at work or at home or engage in risky behavior. A person under the use of drugs or alcohol may experience significant personality changes, including become depressed, more aggressive or more irritable. The abuse of drugs and alcohol can cause a person to suffer from blackouts or an inability to focus. Drug and alcohol abuse has long term health consequences, including such health risks as loss of liver function, anemia and other blood disorders and heart failure. An employee who is operating a motor vehicle or performing a safety sensitive function while under the influence of drugs or alcohol poses a danger to himself or others.

The signs and symptoms of drug and alcohol abuse are varied.

## **GENERAL INFORMATION ABOUT THE ROAD DISTRICT'S DRUG AND ALCOHOL TESTING**

The Road District currently uses the Mercy Woodstock Medical Center, Occupational Medicine Center, 200 Lake Avenue, Woodstock, Illinois 60098 for National Institute on Drug Abuse ("NIDA") or DOT Drug Screen and Alcohol Evaluations. The provider is selected at the Highway Commissioner's discretion and is subject to change.

### **I. DRUG TESTING**

Drug tests are conducted using urine specimens, which will be analyzed for the following drugs or drug metabolites as well as any other drugs or drug metabolites for which the DOT may require testing:

Marijuana metabolites/THC;  
Cocaine metabolites;  
Phencyclidine (PCP);  
Amphetamines, Methamphetamine, and Methylenedioxymethamphetamine (MDMA); and  
Opiate metabolites (Codeine, Morphine, and Heroin).

All drug tests will be conducted in compliance with NIDA and DOT rules and regulations using testing procedures established by the Department of Health and Human Services.

The urine specimen will be divided into two split samples. The first sample will be tested for drugs; if the sample tests positive, the employee will be notified and will have 72 hours to request that the second sample be tested by a different laboratory.

The DOT requires drug testing in the following instances:

#### **A. Pre-employment**

All driver applicants who the Road District intends to hire for a safety sensitive position must submit to and pass a drug test as required by U.S. or Illinois Department of Transportation regulations as a condition of employment. This includes Road District employees who will be performing a safety sensitive position for the first time. The drug testing will be performed as a post-offer condition of employment.

Consistent with DOT Regulations, before the Road District hires someone for a safety sensitive position or uses an employee to perform a safety sensitive position for the first time, the Road District will also obtain and review the individual's DOT drug testing history for the last three years. The Road District will obtain written consent from the applicant before obtaining the drug testing history.

## **B. Random**

All Road District drivers required to hold a Commercial Drivers License ("CDL") will be subject to random, unannounced drug testing. Random drug testing can be performed any time an employee is notified. Once an employee is notified that he has been selected for random drug testing, he must immediately report to the collection site to provide a urine sample. Random drug testing will be performed in compliance with all federal, state and local regulations.

## **C. Reasonable Cause or Reasonable Suspicion**

If the Road District has reasonable cause or reasonable suspicion to believe that a driver is under the influence of drugs, the Road District may require the driver to submit to a drug test. The Road District will immediately transport the driver to a collection site for submission of a urine sample.

"Reasonable cause" or "reasonable suspicion" means that the Road District believes or suspects that the driver's current appearance, behavior, speech, and smell are indicative of the use of drugs. The conduct of the driver must be witnessed by only one employee or officer of the Road District. The witness or witnesses must have received training in the identification of actions, appearance, or conduct which are indicators of probable drug use. The witness or witnesses must make a written statement of their observations within twenty-four (24) hours of the observed behavior, or before the results of the drug test are released, whichever is earlier.

## **D. Post-Accident**

All CDL drivers who are involved in an accident where there is a fatality or where the driver is cited for a moving violation and either the vehicle is towed or someone is medically evacuated from the accident scene are subject to post-accident drug testing.

The drug test shall be performed as soon as possible after the accident but not later than thirty-two (32) hours after the accident. The employee must be available for the test. Any delay in completing the test will be considered a refusal to submit and will be considered a positive test result. An employee who does not make himself available for the test within the appropriate time frame will be removed from performing safety sensitive functions and will be subject to termination.

A driver who is seriously injured and cannot provide a urine specimen at the time of the accident shall provide the Road District with the necessary authorizations for obtaining hospital reports and other documents that would indicate whether there were any drugs in his or her system. Any driver who refuses or fails to submit such authorization will be immediately terminated.

If the testing cannot be completed within the required time frame, the Road District will document the reasons that the testing could not be completed. The written record will be kept in the file.

## **E. Upon Return to Duty**

The Road District is not obligated to rehire or reinstate to a safety sensitive position any employee who violates Road District policy on drug use. If the Road District chooses to rehire

or reinstate an employee, the employee will be required to pass a drug test before being permitted to return to work.

In addition, the employee must complete any return to duty requirements established by a Substance Abuse Professional ("SAP").

An employee who refuses to take or does not pass a return to duty drug test will be found unqualified to perform a safety sensitive function and will be subject to termination.

#### **F. Follow Up**

The Road District is not obligated to rehire or reinstate to a safety sensitive position any employee who violates Road District policy on drug use. If the Road District chooses to rehire or reinstate an employee, the employee will be required to submit to unannounced follow up testing in compliance with DOT regulations. DOT requires at least six (6) directly observed follow up tests in the first twelve (12) months after an employee is rehired or reinstated to a safety sensitive position. Follow up testing may be conducted for as long as 60 months after the employee returns to duty.

An employee who tests positive on a follow up test will be removed from performing safety sensitive functions and will be subject to termination.

#### **G. Refusals to Test**

A refusal to test includes, but is not limited to, the following:

- Failure to appear at a urine collection site when scheduled to report
- Failure to remain at the urine collection site until the testing process is complete
- Failure to provide a urine sample
- Failure to permit a monitored or observed urine collection
- Failure to provide a sufficient amount of urine without a valid medical explanation
- Failure to take an additional drug test as directed
- Failure to undergo a medical examination as directed
- Failure to cooperate with the urine collection process
- Any other conduct that interferes with the testing process

If a Road District employee refuses a drug test, he will be immediately removed from his safety sensitive position and will be given a list of qualified SAPs. No employee who has refused a test will be allowed to perform a safety sensitive function until he has successfully completed the SAP return to duty requirements.

Employees who refuse a test are also subject to other disciplinary action, up to and including termination.

## II. WHEN ALCOHOL TESTING IS REQUIRED

Performance of safety-sensitive functions is prohibited under the following circumstances:

- While using alcohol;
- While having a breath alcohol concentration of 0.04 percent or greater as indicated by an alcohol breath test; and
- Within four hours after using alcohol.

All alcohol tests will be conducted in compliance with DOT rules and regulations using testing procedures established by the Department of Health and Human Services. All DOT alcohol screening tests are conducted using either breath or saliva. DOT alcohol confirmation tests will be conducted using Evidential Breath Testing Devices (EBTs) that only analyze breath.

### A. Pre-Employment

The Road District does not conduct pre-employment alcohol tests.

Consistent with DOT Regulations, before the Road District hires someone for a safety sensitive position or uses an employee to perform a safety sensitive position for the first time, the Road District will obtain and review the individual's DOT alcohol testing history for the last three years.

The Road District will obtain written consent from the applicant before obtaining the alcohol testing history.

### B. Random

All drivers required to hold a Commercial Drivers License (CDL) will be subject to random alcohol testing. Random testing will be performed just before, during, or just after performance of safety-sensitive functions.

### C. Reasonable Suspicion

If the Road District has reasonable suspicion to believe that a driver is under the influence of alcohol, the Road District may require the driver to submit to a breath or saliva test. The Road District will immediately transport the driver to a collection site for submission of a breath or saliva sample.

"Reasonable cause" or "reasonable suspicion" means that the Road District believes or suspects that the driver's current appearance, behavior, speech, and smell are indicative of the use of alcohol. The conduct of the driver must be witnessed by only one employee or officer of the Road District. The witness or witnesses must have received training in the identification of actions, appearance, or conduct which are indicators of probable alcohol use. The witness or witnesses must make a written statement of their observations within twenty-four (24) hours of the observed behavior, or before the results of the alcohol test are released, whichever is earlier.

#### **D. Post-Accident**

All CDL drivers who are involved in an accident where there is a fatality or where the driver is cited for a moving violation and either the vehicle is towed or someone is medically evacuated from the accident scene are subject to post-accident alcohol testing.

The alcohol test must be performed within two hours of the accident and cannot exceed 8 hours from the time of the accident. The employee must be available for the test. Any delay in completing the test will be considered a refusal to submit and will be considered a positive test result. An employee who does not make himself available for the test within the appropriate time frame will be removed from performing safety sensitive functions and will be subject to termination.

A driver who is seriously injured and cannot provide a specimen at the time of the accident shall provide the Road District with the necessary authorizations for obtaining hospital reports and other documents that would indicate whether there was any alcohol in his or her system. Any driver who refuses or fails to submit such authorization will be immediately terminated.

If the testing cannot be completed within the required time frame, the Road District will document the reasons that the testing could not be completed. The written record will be kept in the file.

#### **E. Upon Return to Duty**

The Road District is not obligated to rehire or reinstate to a safety sensitive position any employee who violates Road District policy on alcohol use. If the Road District chooses to rehire or reinstate an employee, the employee will be required to pass an alcohol test before being permitted to return to work.

In addition, the employee must complete any SAP return to duty requirements.

An employee who refuses to take or does not pass a return to duty alcohol test will be found unqualified to perform a safety sensitive function and will be subject to termination.

#### **F. Follow Up**

The Road District is not obligated to rehire or reinstate to a safety sensitive position any employee who violates Road District policy on alcohol use. If the Road District chooses to rehire or reinstate an employee, the employee will be required to submit to unannounced follow up testing in compliance with DOT regulations. DOT requires at least six (6) directly observed follow up tests in the first twelve (12) months after an employee is rehired or reinstated to a safety sensitive position. Follow up testing may be conducted for as long as 60 months after the employee returns to duty.

An employee who tests positive on a follow up test will be removed from performing safety sensitive functions and will be subject to termination.

### **G. Refusals to Test**

If a Road District employee refuses an alcohol test, he will be immediately removed from his safety sensitive position and will be given a list of qualified SAPs. No employee who has refused a test will be allowed to perform a safety sensitive function until he has successfully completed the SAP return to duty requirements.

Employees who refuse a test are also subject to other disciplinary action, up to and including termination.

A refusal to test includes, but is not limited to, the following:

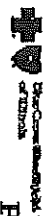
- Failure to appear at an alcohol test site when scheduled to report
- Failure to remain at the alcohol test site until the testing process is complete
- Failure to provide an adequate amount of saliva or breath without a valid medical explanation
- Failure to take an additional test as directed
- Failure to undergo a medical examination as directed
- Failure to cooperate with the process
- Any other conduct that interferes with the testing process.

### **III. RECORDS**

All records shall be retained as required by federal and state regulations.

### **IV. COMMERCIAL DRIVER'S LICENSE**

All employees who are required to hold a CDL are required to comply with all regulations imposed by the United States and Illinois Departments of Transportation with regard to drug and alcohol use. Employees must notify the Highway Commissioner of any suspension, disqualification, revocation, or cancellation of their CDL within one working day of the notification of the change in CDL status. An employee who fails to promptly notify the Highway Commissioner is subject to disciplinary action, up to and including termination.



# **F500PPO Blue PPO Platinum SM 019**

## **Summary of Benefits and Coverage: What this Plan Covers & What it Costs**

Coverage Period: 01/01/2016 - 12/31/2016  
Coverage for: Individual/Family | Plan Type: PPO



This is only a summary. If you want more detail about your coverage and costs, you can get the complete terms in the policy or plan document at [www.bcmi.com/members/policy-forms](http://www.bcmi.com/members/policy-forms) or by calling 1-800-541-2768.

Important Questions	Answers	What this Means
What is the overall deductible?	Individual: Participating \$250 Non-Participating \$500 Family: Participating \$750 Non-Participating \$1,500 Doesn't apply to certain preventive care & copays.	You must pay all the costs up to the deductible amount before this plan begins to pay for covered services you use. Check your policy or plan document to see when the deductible starts over (usually, but not always, January 1st). See the chart starting on page 2 for how much you pay for covered services after you meet the deductible.
Are there other deductibles for specific services?	No.	You don't have to meet deductibles for specific services, but see the chart starting on page 2 for other costs for services this plan covers.
Is there an out-of-pocket limit on my expenses?	Participating \$1,250 Non-Participating \$2,500 Family: Participating \$3,750 Non-Participating \$7,500	The out-of-pocket limit is the most you could pay during a coverage period (usually one year) for your share of the cost of covered services. This limit helps you plan for health care expenses.
What is not included in the out-of-pocket limit?	Premiums, balance-billed charges, and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out-of-pocket limit.
Does this plan use a network of providers?	Yes. See <a href="http://www.bcmi.com">www.bcmi.com</a> or call 1-800-541-2768 for a list of participating providers.	If you use an in-network doctor or other health care provider, this plan will pay some or all of the costs of covered services. Be aware, your in-network doctor or hospital may use an out-of-network provider for some services. Plans use the term in-network, preferred, or plan pays different kinds of providers.
Do I need a referral to see a specialist?	No. You don't need a referral to see a specialist.	You can see the specialist you choose without permission from this plan.
Are there services this plan doesn't cover?	Yes.	Some of the services this plan doesn't cover are listed on page 5. See your policy or plan document for additional information about excluded services.

Questions: Call 1-800-541-2768 or visit us at [www.bcmi.com/coverage](http://www.bcmi.com/coverage)

If you aren't clear about any of the underlined terms used in this form, see the Glossary. You can view the Glossary at [www.bcmi.com/terms](http://www.bcmi.com/terms) or call 1-855-756-4448 to request a copy.

This Plan and the State of Michigan, a Division of Health Care Services Corporation, a Mutual Legal Reserve Company, an Independent Licensee of the Blue Crossed Blue Shield Association, are not licensed in Michigan.



- Copayments are fixed dollar amounts (for example, \$15) you pay for covered health care, usually when you receive the service.
- Coinsurance is your share of the costs of a covered service, calculated as a percent of the allowed amount for the service. For example, if the health plan's allowed amount for an overnight hospital stay is \$1,000, your coinsurance payment of 20% would be \$200. This may change if you haven't met your deductible.
- The amount the plan pays for covered services is based on the allowed amount. If an out-of-network provider charges more than the allowed amount, you may have to pay the difference. For example, if an out-of-network hospital charges \$1,500 for an overnight stay and the allowed amount is \$1,000, you may have to pay the \$500 difference. (This is called *balance billing*.)
- The plan may encourage you to use Participating providers by charging you lower deductibles, copayments, and coinsurance amounts.

Common Medical Event	Services You May Need	You must if you use a Participating Provider	You must if you use a Non-Participating Provider	Limitations & Exceptions
If you have a health care provider's office or clinic	Primary care visit to treat an injury or illness	\$25 copayment/visit	40% coinsurance	No benefits will be provided for services which are not, in the reasonable judgment of Blue Cross and Blue Shield, medically necessary.
	Specialist visit	\$45 copayment/visit	40% coinsurance	None
	Other practitioner office visit	\$45 copayment/visit	40% coinsurance	Acupuncture not covered. Chiropractic and Osteopathic Manipulation are limited to 25 visits per calendar year.
	Preventive care/screening/immunization	No Charge	40% coinsurance	None
	Diagnostic test (x-ray, blood work)	20% coinsurance	40% coinsurance	None
If you have a test	Imaging (CT/PET scans, MRIs)	20% coinsurance	40% coinsurance	None

Common Medical Event	Services You May Need	Your cost if you use a Participating Provider	Your cost if you use a Non-Participating Provider	Limitations & Exceptions
<p>If you need drugs to treat your illness or condition, we will inform you about prescription drug coverage. See the table below for more information about your coverage. For more information, call 800-444-4444 or visit <a href="http://www.mv.com">www.mv.com</a>.</p> <p>If you need drugs to treat your illness or condition, we will inform you about prescription drug coverage. See the table below for more information about your coverage. For more information, call 800-444-4444 or visit <a href="http://www.mv.com">www.mv.com</a>.</p>	Formulary generic drugs	\$0/\$5 copayment/prescription\$0 home delivery	\$5 copayment plus 50% coinsurance	Up to 30 day retail/90 day home delivery. Certain women's preventive services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service. Specialty retail limited to a 30 day supply. For Non-Participating drug provider, you are responsible for 50% of the eligible amount after the copayment.
	Non-formulary generic drugs	\$10/\$15 copayment/prescription\$30 home delivery	\$15 copayment plus 50% coinsurance	Non-Participating home delivery is not covered. Payment of the difference between the cost of a brand name drug and a generic may also be required if a generic drug is available.
	Formulary brand drugs	\$35/\$45 copayment/prescription\$105 home delivery	\$45 copayment plus 50% coinsurance	
	Non-formulary brand drugs	\$75/\$85 copayment/prescription\$225 home delivery	\$85 copayment plus 50% coinsurance	
	Specialty drugs	\$150 copayment/prescription	50% coinsurance	
<p>If you have outpatient surgery</p>	Facility fee (e.g., ambulatory surgery center)	\$100 copayment/visit plus 20% coinsurance	\$200 copayment/visit plus 40% coinsurance	Abortions not covered, except where a pregnancy is the result of rape or incest, or for a pregnancy which, as certified by a physician, places the woman in danger of death unless an abortion is performed.
	Physician/surgeon fees	20% coinsurance	40% coinsurance	Copayment waived if admitted.
	Emergency room services	\$300 copayment/visit plus 20% coinsurance	\$300 copayment/visit plus 20% coinsurance	Ground and air transportation covered.
<p>If you need urgent care medical attention</p>	Emergency medical transportation	20% coinsurance	20% coinsurance	—none—
	Urgent care	\$75 copayment/visit	40% coinsurance	Impatient Services: Participating (Part), member may be balance billed if preauthorization not received within 15 days prior. Non-Participating (Non-Part), \$500 penalty if not preauthorized 2 business days prior.
<p>If you have a hospital stay</p>	Facility fee (e.g., hospital room)	\$150 copayment/visit plus 20% coinsurance	\$250 copayment/visit plus 40% coinsurance	
	Physician/surgeon fee	20% coinsurance	40% coinsurance	

Common Medical Event	Services You May Need	Your cost if you use a Participating Provider	Your cost if you use a Non-Participating Provider	Limitations & Exceptions
If you have mental health/behavioral health or substance abuse needs	Mental/behavioral health outpatient services	\$25 copayment/visit or 20% coinsurance	40% coinsurance	Pre-authorization is required for: Psychological testing; Neuropsychological testing; Electroconvulsive therapy Repetitive Transcranial magnetic Stimulation; and Intensive Outpatient Treatment Inpatient Services. Par. member may be balance billed if preauthorization not received within 15 days prior. Non-Par. \$500 penalty if not preauthorized 2 business days prior. Copayment Services: Par. member will be responsible for the first \$1,000 or 50%, whichever is less, if not preauthorized one business day prior. Non-Par. \$500 penalty if not preauthorized one business day prior. Copayment applies to first preauth visit per diagnosis.
	Mental/behavioral health inpatient services	\$150 copayment/visit plus 20% coinsurance	\$250 copayment/visit plus 40% coinsurance	
	Substance use disorder outpatient services	\$25 copayment/visit or 20% coinsurance	40% coinsurance	
	Substance use disorder inpatient services	\$150 copayment/visit plus 20% coinsurance	\$250 copayment/visit plus 40% coinsurance	
If you are pregnant	Prenatal and postnatal care	\$25 copayment	40% coinsurance	Copayment applies to first prenatal visit per diagnosis.
	Delivery and all inpatient services	\$150 copayment/visit plus 20% coinsurance	\$250 copayment/visit plus 40% coinsurance	

Common Medical Event	Services You May Need	Your cost if you use a Participating Provider	Your cost if you use a Non-Participating Provider	Limitations & Exceptions
If you need help recovering, or have other special health needs	Home health care	20% coinsurance	40% coinsurance	Inpatient Services: Pay, member may be balance billed if preauthorization not received within 15 days prior. Non-Pay, \$500 penalty if not preauthorized 2 business days prior. Outpatient Services: Pay, member will be responsible for the first \$1,000 or 50%, whichever is less, if not preauthorized one business day prior. Non-Pay, \$500 penalty if not preauthorized one business day prior.
	Rehabilitation services	20% coinsurance	40% coinsurance	
	Habilitation services	20% coinsurance	40% coinsurance	
	Skilled nursing care	20% coinsurance	40% coinsurance	
	Durable medical equipment	20% coinsurance	40% coinsurance	
If you child needs dental or eye care	Hospice service	20% coinsurance	40% coinsurance	Benefits are limited to items used to serve a medical purpose. DME benefits are provided for both purchase and rental equipment (up to the purchase price). Inpatient Services: Pay, member may be balance billed if preauthorization not received within 15 days prior. Non-Pay, \$500 penalty if not preauthorized 2 business days prior.
	Eye exam	No Charge	Covered	
	Chiropractic	Covered	Covered	
	Dental check-up	30% coinsurance	50% coinsurance	

### Excluded Services & Other Covered Services:

Services Your Plan Does NOT Cover (This isn't a complete list. Check your policy or plan document for other excluded services.)

- Abortions (Except where a pregnancy is the result of rape or incest, or for a pregnancy which, as certified by a physician, places the woman in danger of death unless an abortion is performed)
- Acupuncture
- Dental care (Adult)
- Long term care
- Non-emergency care when traveling outside the U.S.
- Routine eye care (Adult)
- Weight loss programs

**Other Covered Services (This isn't a complete list. Check your policy or plan document for other covered services and your costs for these services.)**

- Bariatric surgery
- Chiropractic care (limited to 25 visits per calendar year)
- Cosmetic surgery (Only for the correction of congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Hearing aids (Two covered every 36 months for children or those anchored)
- Intending treatment
- Private duty nursing (With the exception of inpatient private duty nursing)
- Routine foot care (Only in connection with diabetes)

### Your Rights to Continue Coverage

If you lose coverage under the plan, then, depending upon the circumstances, Federal and State laws may provide protections that allow you to keep health coverage. Any such rights may be limited in duration and will require you to pay a premium, which may be significantly higher than the premium you pay while covered under the plan. Other limitations on your rights to continue coverage may also apply. For more information on your rights to continue coverage, contact the plan at 1-800-541-2768. You may also contact your state insurance department, the U.S. Department of Labor, Employee Benefits Security Administration at 1-866-444-3272 or [www.dol.gov/ebsa](http://www.dol.gov/ebsa), or the U.S. Department of Health and Human Services at 1-877-267-2323 x61565 or [www.hhs.gov](http://www.hhs.gov).

### Your Grievance and Appeals Rights:

If you have a complaint or are dissatisfied with a denial of coverage for claims under your plan, you may be able to appeal or file a grievance. For questions about your rights, this notice, or assistance, you can contact Blue Cross and Blue Shield of Illinois at 1-800-541-2768 or visit [www.blsil.com](http://www.blsil.com), or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit [www.dol.gov/ebsa](http://www.dol.gov/ebsa). Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit <http://insurance.illinois.gov>.

### Does this Coverage Provide Minimum Essential Coverage?

The Affordable Care Act requires most people to have health care coverage that qualifies as "minimum essential coverage." This plan, or policy does provide minimum essential coverage.

### Does this Coverage Meet the Minimum Value Standard?

The Affordable Care Act establishes a minimum value standard of benefits of a health plan. The minimum value standard is 60% (actuarial value). This health coverage does meet the minimum value standard for the benefits it provides.

### Language Access Services:

Spanish (Español): Para obtener asistencia en Español, llame al 1-800-541-2768.

Tagalog (Tagalog): Kung kailangan ninyo ang pakong sa Tagalog sumagay sa 1-800-541-2768.


Chinese (中文): 如果您需要中文的帮助, 请拨打这个号码 1-800-541-2768.

Navejo (Dine): Diné'cho shíla'wóléshol miníngó, kó'wíngó hóhóe' 1-800-541-2768.

*To see examples of how this plan meets your needs for a sample medical situation, see the next page.*

## About These Coverage Examples:

These examples show how this plan might cover medical care in given situations. Use these examples to see, in general, how much financial protection a sample patient might get if they are covered under different plans.

 **This is not a cost estimator.**

Don't use these examples to estimate your actual costs under the plan. The actual care you receive will be different from these examples, and the cost of that care also will be different.

See the next page for important information about these examples.

Having a baby (normal delivery)		Managing type 2 diabetes (normal maintenance of a well-controlled condition)	
Amount owed to providers: \$7,540		Amount owed to providers: \$5,400	
Plan pays \$6,110		Plan pays \$4,420	
Patient pays \$1,430		Patient pays \$980	
Sample care costs:		Sample care costs:	
Hospital charges (inpatient)	\$2,700	Prescriptions	\$2,900
Routine obstetric care	\$2,100	Medical Equipment and Supplies	\$1,300
Hospital charges (baby)	\$500	Office Visits and Procedures	\$700
Anesthetics	\$900	Education	\$300
Laboratory tests	\$500	Laboratory tests	\$100
Prescriptions	\$200	Vaccines, other preventive	\$100
Radiology	\$200		\$7,460
Vaccines, other preventive	\$40	Patient pays:	
	\$2,540	Deductibles	\$300
Total: \$7,540		Copays	\$300
Patient pays:		Coinsurance	\$380
Deductibles	\$400	Limits or exclusions	\$980
Copays	\$30		
Coinsurance	\$800		
Limits or exclusions	\$200		
Total:	\$7,540		

## Questions and answers about Coverage Examples:

### What are some of the assumptions behind the Coverage Examples?

- Costs don't include premiums.
- Sample care costs are based on national averages supplied by the U.S. Department of Health and Human Services, and aren't specific to a particular geographic area or health plan.
- The patient's condition was not an excluded or preexisting condition.
- All services and treatments started and ended in the same coverage period.
- There are no other medical expenses for any member covered under this plan.
- Out-of-pocket expenses are based only on treating the condition in the example.
- The patient received all care from in-network providers. If the patient had received care from out-of-network providers, costs would have been higher.

### What does a Coverage Example show?

For each treatment situation, the Coverage Example helps you see how deductibles, copayments, and coinsurance can add up. It also helps you see what expenses might be left up to you to pay because the service or treatment isn't covered or payment is limited.

### Does the Coverage Example predict my own care needs?

\*No. Treatments shown are just examples. The care you would receive for this condition could be different based on your doctor's advice, your age, how serious your condition is, and many other factors.

### Does the Coverage Example predict my future expenses?

\*No. Coverage Examples are not cost estimators. You can't use the examples to estimate costs for an actual condition. They are for comparative purposes only. Your own costs will be different depending on the care you receive, the prices your providers charge, and the reimbursement your health plan allows.

### Can I use Coverage Examples to compare plans?

✓Yes. When you look at the Summary of Benefits and Coverage for other plans, you'll find the same Coverage Examples. When you compare plans, check the "Patient Pays" box in each example. The smaller that number, the more coverage the plan provides.

### Are there other costs I should consider when comparing plans?

✓Yes. An important cost is the premium you pay. Generally, the lower your premium, the more you'll pay in out-of-pocket costs, such as copayments, deductibles, and coinsurance. You should also consider contributions to accounts such as health savings accounts (HSAs), flexible spending arrangements (FSAs) or health reimbursement accounts (HRAs) that help you pay out-of-pocket expenses.

**Questions:** Call 1-800-541-2763 or visit us at [www.ksball.com/coverage](http://www.ksball.com/coverage). If you aren't clear about any of the underlined terms used in this form, see the Glossary. You can view the Glossary at [www.ksball.com/coverage/pdf/SBCPlanFormGlossary.pdf](http://www.ksball.com/coverage/pdf/SBCPlanFormGlossary.pdf) or call 1-855-756-4448 to request a copy.

## APPENDIX C

**"How much does this coverage cost?"**

Coverage is available at a lower group cost through the purchasing power of the National Conference on Public Employee Retirement Systems. Every member, regardless of age, pays the same cost—just \$16 a month. Your cost does not increase with your age. The plan pays a maximum benefit amount in your younger years and a gradually decreasing benefit amount in your older years.

**“What are the advantages of this insurance?”**

- **Guaranteed Acceptance**—no health questions asked.
- **24/7 Coverage**—on or off the job.
- **Affordable**—
- **\$16 a month regardless of your age.**
- **Easy Payment**—by automatic payroll deduction.

Schedule of Benefits — FICA Monthly Contribution		
Monthly Salary	Monthly Contribution	Monthly Benefit
\$1,000	\$15.00	\$15.00
\$2,000	\$30.00	\$30.00
\$3,000	\$45.00	\$45.00
\$4,000	\$60.00	\$60.00
\$5,000	\$75.00	\$75.00
\$6,000	\$90.00	\$90.00
\$7,000	\$105.00	\$105.00
\$8,000	\$120.00	\$120.00
\$9,000	\$135.00	\$135.00
\$10,000	\$150.00	\$150.00
\$11,000	\$165.00	\$165.00
\$12,000	\$180.00	\$180.00
\$13,000	\$195.00	\$195.00
\$14,000	\$210.00	\$210.00
\$15,000	\$225.00	\$225.00
\$16,000	\$240.00	\$240.00
\$17,000	\$255.00	\$255.00
\$18,000	\$270.00	\$270.00
\$19,000	\$285.00	\$285.00
\$20,000	\$300.00	\$300.00
\$21,000	\$315.00	\$315.00
\$22,000	\$330.00	\$330.00
\$23,000	\$345.00	\$345.00
\$24,000	\$360.00	\$360.00
\$25,000	\$375.00	\$375.00
\$26,000	\$390.00	\$390.00
\$27,000	\$405.00	\$405.00
\$28,000	\$420.00	\$420.00
\$29,000	\$435.00	\$435.00
\$30,000	\$450.00	\$450.00
\$31,000	\$465.00	\$465.00
\$32,000	\$480.00	\$480.00
\$33,000	\$495.00	\$495.00
\$34,000	\$510.00	\$510.00
\$35,000	\$525.00	\$525.00
\$36,000	\$540.00	\$540.00
\$37,000	\$555.00	\$555.00
\$38,000	\$570.00	\$570.00
\$39,000	\$585.00	\$585.00
\$40,000	\$600.00	\$600.00
\$41,000	\$615.00	\$615.00
\$42,000	\$630.00	\$630.00
\$43,000	\$645.00	\$645.00
\$44,000	\$660.00	\$660.00
\$45,000	\$675.00	\$675.00
\$46,000	\$690.00	\$690.00
\$47,000	\$705.00	\$705.00
\$48,000	\$720.00	\$720.00
\$49,000	\$735.00	\$735.00
\$50,000	\$750.00	\$750.00
\$51,000	\$765.00	\$765.00
\$52,000	\$780.00	\$780.00
\$53,000	\$795.00	\$795.00
\$54,000	\$810.00	\$810.00
\$55,000	\$825.00	\$825.00
\$56,000	\$840.00	\$840.00
\$57,000	\$855.00	\$855.00
\$58,000	\$870.00	\$870.00
\$59,000	\$885.00	\$885.00
\$60,000	\$900.00	\$900.00
\$61,000	\$915.00	\$915.00
\$62,000	\$930.00	\$930.00
\$63,000	\$945.00	\$945.00
\$64,000	\$960.00	\$960.00
\$65,000	\$975.00	\$975.00
\$66,000	\$990.00	\$990.00
\$67,000	\$1,005.00	\$1,005.00
\$68,000	\$1,020.00	\$1,020.00
\$69,000	\$1,035.00	\$1,035.00
\$70,000	\$1,050.00	\$1,050.00
\$71,000	\$1,065.00	\$1,065.00
\$72,000	\$1,080.00	\$1,080.00
\$73,000	\$1,095.00	\$1,095.00
\$74,000	\$1,110.00	\$1,110.00
\$75,000	\$1,125.00	\$1,125.00
\$76,000	\$1,140.00	\$1,140.00
\$77,000	\$1,155.00	\$1,155.00
\$78,000	\$1,170.00	\$1,170.00
\$79,000	\$1,185.00	\$1,185.00
\$80,000	\$1,200.00	\$1,200.00
\$81,000	\$1,215.00	\$1,215.00
\$82,000	\$1,230.00	\$1,230.00
\$83,000	\$1,245.00	\$1,245.00
\$84,000	\$1,260.00	\$1,260.00
\$85,000	\$1,275.00	\$1,275.00
\$86,000	\$1,290.00	\$1,290.00
\$87,000	\$1,305.00	\$1,305.00
\$88,000	\$1,320.00	\$1,320.00
\$89,000	\$1,335.00	\$1,335.00
\$90,000	\$1,350.00	\$1,350.00
\$91,000	\$1,365.00	\$1,365.00
\$92,000	\$1,380.00	\$1,

\*Unmarried children up to age 26 are covered, including adopted children, stepchildren, and foster children who depend on you for support. Dependents in military service are not eligible.

**For your convenience, payment is made by payroll deduction. Please send no money.**

**Algonquin Township Road District -- Current Wages Effective Upon  
Ratification**

Number	Name	Hire date	Years	Wage	New wage
411	Randy Voss	6/9/1973	43.75	\$29.14	\$33.00
404	Dan Neumann	4/30/1985	31.75	\$29.90	\$33.00
410	Derek Lee*	5/20/1998	19	\$32.81	\$35.00
436	Brian Doubek	7/1/2003	13.75	\$27.56	\$30.00
438	Andrew Rosenorans	10/29/2005	11.5	\$28.05	\$29.00
447	Dylan Stern	6/2/2008	8.75	\$25.76	\$27.00
451	Ryan Greene	6/1/2010	6.75	\$25.76	\$26.00
456	Kevin Fitzgerald	10/1/2015	1.5	\$22.00	\$23.00
454	Dan Morrison	2/7/2017	< 1	\$20.00	\$22.00
458	Nick Chirkos	4/10/2017	< 1	\$22.00	\$22.00

\*Foreman

<u>Manufacturer</u>	<u>Model</u>	<u>GVWR</u>	<u>Dry Weight</u>	<u>Carry Capacity</u>	<u>Hitch</u>	<u>Length</u>	<u>Height</u>	<u>Sofa</u>	<u>U Dinette</u>	<u>OD Kitchen</u>	<u>Other</u>
Keystone Passport Elite	2670BH	6960	5085	1875	626	30.6	10.8	Y	Y	Y	
Keystone Passport Elite	2920BH	7200	5443	1757	625	32.1	10.9	Y	Y	Y	
Highland Ridge Open Range UL	UT2802BH	7450	5765	1685	580	31.9	10.11	Y	Y	Y	
Grand Design Image	2800BH	7495	5785	1710	575	32	10.11	Y	Y	Y	7280 80%
Grey Wolf (Forest River)	26DBH	7725	5795	1930	725	31.7	10.6	Y	Y	Y	
Jayco Jay Flight SLX	284BHSW	7500	6035	1465	710	33.5	11	Y	Y	Y	
Coachmen Freedom Express UL	292BHDS	7600	6098	1502	740	33.5	10.9	Y	Y	Y	autojacks
Forest River Cherokee	274DBH	7732	6243	1489	732	31.8	11.1	Y	Y	Y	-2016
Grey Wolf (Forest River)	27DBS	7710	6282	1428	710	32.2	10.6	Y	Y	Y	
Dutchmen Aspen Trail	2750BHS	9680	6288	3392	669	31.4	11.4	Y	Y	Y	
Palamino Puma	28FQDB	8000	6370	1630	664	33	11.1	Y	Y	Y	autojacks
Coachmen Freedom Express Liberty	292BHDSLE	7600	6384	1216	747	33.5	10.7	Y	Y	Y	autojacks
Forest River Cherokee	264CK	7885	6455	1430	885	32	11.1	Y	Y	Y	
Dutchmen Aspen Trail	2890BHS	9846	6482	3364	778	32.11	11.2	Y	Y	Y	
Dutchmen Aspen Trail	2790BHS	9680	6497	3183	650	31.11	11.4	Y	Y	Y	-2015
Keystone Hideout	27DBS	7865	6575	1290	865	31.6	11	Y	Y	Y	
Spree Connect	C322BHS	8300	6910	1390	730	35.6	10.11	Y	Y	Y	
Spree	322BHS	8300	7150	1150	720	35.8	11.2	Y	Y	Y	
Grand Design Image	3150BH	8995	7425	1570	778	35.11	11.2	Y	Y	Y	
Forest River Rockwood Mini Lite	2509S	6660	5074	1586	660	25.9	10.9	N	Y	Y	
Forest River Micro Lite	25BRDS	6885	5266	1619	583	25.9	10.11	N	Y	Y	
Jayco Whitehawk	25BHS	7250	5860	1390	690	29.5	10.9	N	Y	Y	
Forest River Flagstaff	29FBWS	8434	6968	1466	834	33.9	11.2	Y	Y	Y	
Keystone Springdale LE	270LE	9520	6975	2545	720	32.5	11.3	Y	Y	Y	
Kz Spree	S312BHK	8300	7150	1150	720	35.6	11.2	Y	Y	Y	
Keystone Hideout Lux	31RBDS	9720	7867	1853	920	35.8	11.2	Y	Y	Y	
Jayco Jay Feather	X23B	4950	3905	1045	365	24.5	9.9	Y	Y	N	
Keystone Passport Elite	2810BH	7200	5165	2035	565	31.1	10.9	Y	Y	N	
Forest River Wildwood	26TBSS	7777	5730	2047	815	28.8	11.2	Y	Y	N	
Forest River Evo	T2550	7750	5916	1922	838	28.9	11	Y	Y	N	
Forest River Evo	T2700	9980	6224	3356	656	32	11	Y	Y	N	

Dutchmen AeroLite	282DBHS	7600	6452	1148	903	33	11.1	Y	Y	N	
Jayco Jay Flight SLX	242BHSW	7000	5390	1610	605	29.2	10.6	N	Y	N	
Keystone Summerland	2670BH	7645	5827	1818	645	28.11	10.11		Y	N	
Forest River Wildwood	28DBUD	7689	6140	1549	772	29.6	11.2		Y	N	
Keystone Hideout	28BHS	9695	6817	2878	895	32.3	11		Y	N	
Keystone Springdale	282BH	9569	6928	2641	770	32.1	11.3		Y	N	
Rockwood Ultra Lite	2905WS	8434	6968	1466	834	33.9	10.2		Y	N	
Palamino Solare	269BHDSK	8990	5330	2636	990	32.2	11.1	Y	Y	N	
Keystone Premier	31BHPR	8000	6457	1543	795	35.4	10.11	Y	N	Y	
Keystone Premier	31BHPR	8000	6750	1250	820	35.8	10.11		N	Y	
Heartland Sundance XLT	291QB	7690	5450	2240	690	31.11	10.11		N	Y	
Keystone Bullet (2017)	277BHS	7555	5470	2085	555	31.7	10.8		N	Y	
Keystone Bullet	287QBS	7600	5734	1866	730	32.1	10.7		N	Y	
Palamino Puma XLE Lite	27RBQC	7687	5933	1754	687	33	11.1		N	Y	
Jayco Whitehawk	28DSBH	7500	6115	1385	680	32.9	10.9		N	Y	
Palamino Puma XLE Lite	28DSBC	7800	6199	1601	648	32.2	10.9		N	Y	
Jayco Jay Flight	27BHS	8250	6335	1915	605	31.8	11.2		N	Y	
Jayco Whitehawk	28DHS	8500	6675	1825	765	32.11	10.9		N	Y	
Palamino Solare	312TSQBK	8805	7065	911	805	35.1	11.1		N	Y	
Jayco Jay Flight	29BHDS	9750	7250	2500	695	34.1	11.3		N	Y	
Forest River Rockwood Roo	23IKSS	6588	5418	1170	588	25.3	10.8	Y	N	N	
Jayco Jay Flight SLX	267BHSW	7000	5425	1575	635	30.2	11.1	Y	N	N	
Cougar	28RDS	8197	6115	2085	895	32.2	11.4		N	N	
Rockwood Ultra Lite	2702WS	7910	6477	1433	870	32.5	10.2		N	N	
Forest River Wildwood	27DBK		6380								
Keystone Cougar	28RBKWE	8800	6560	2240	810	32.6	11.1				
Keystone	31BKPR	9915	6750	2165	850	35.11	11.4				
Coleman	31ABH	8680	7400	2280	773	34.9	8				
Keystone Bullet X-Lite	33RBI	9600	7560	1940	1025	36	11.4				

autojacks