CITY OF LOCK HAVEN EMPLOYEE BENEFITS (AFSCME COVERED EMPLOYEES)

A) <u>HOSPITALIZATION/MEDICAL COVERAGE:</u> (FULL TIME EMPLOYEES ONLY)

- 1) Hospitalization and major medical insurance in the form of a PPO Plan through Highmark Blue Cross Blue Shield is provided by the Pennsylvania Municipal Health Insurance Cooperative (PMHIC). This is a high deductible HRA Plan, with the City paying the deductible amounts.
- 2) Dental insurance coverage is provided by a United Concordia Plan.
- 3) City will provide coverage for employee and all eligible dependents.
- 4) Coverage begins as of date of hire.
- 5) Employees are required to pay towards the total health insurance and dental insurance premium as a payroll deduction in the following amounts:

2024: 10% of health premium and 10% of dental premium

2025: 11% of health premium and 11% of dental premium

2026: 12% of health premium and 12% of dental premium

B) <u>MEDICAL REIMBURSEMENT:</u>

- 1) Full Time Employees Maximum of \$375/Year paid upon submission of receipts for non-covered medical, eye, dental, or prescription costs. Coverage begins upon end of probation period.
- 2) Part Time Employees Maximum of \$200/Year paid upon submission of receipts for non-covered medical, eye, dental, or prescription costs.

C) LIFE INSURANCE: (Employee Only)

- 1) Full Time \$25,000/Year Term Life Insurance.
- 2) Part Time \$15,000/Year Term Life Insurance

Coverage begins upon completion of the probationary period.

D) SICK LEAVE:

- 1) Full Time Employee earns one day/month provided employee works 75% of month's scheduled workdays. Maximum accumulation is 640 hours. Maximum of 40 hours per year usable for illness of spouse or child without FMLA application and approval.
- 2) Part Time Employee earns 4 hours per month provided employee works 75% of month's scheduled workdays. Maximum accumulation is 640 hours.
- E) PAID HOLIDAYS: (10) New Year's Day
 President's Day
 Good Friday
 Memorial Day

Independence Day Labor Day Veteran's Day Thanksgiving Day Day after Thanksgiving Christmas Day

F) <u>PERSONAL DAYS</u>: (4) Employee's choice.

G) VACATION SCHEDULE – AFSCME COVERED EMPLOYEES:

Anniversary Date	Vacation Entitlement
1st	40 Hours Per Year
3-4	80 Hours Per Year
6-9	104 Hours Per Year
11-14	120 Hours Per Year
16-19	136 Hours Per Year
21-24	176 Hours Per Year
25	200 Hours Per Year
26	208 Hours Per Year
27	216 Hours Per Year
28	224 Hours Per Year
29	232 Hours Per Year
30	240 Hours Per Year
Over 30	248 Hours Per Year
Over 35	256 Hours Per Year

Up To 40 Hours can be carried over from the previous year each year

H) BEREAVEMENT LEAVE:

Relationship	<u>Days</u>
Spouse, Children, Step-Child, Parent or Step-Parent	5
Sisters, Brothers, Step Brothers/Sisters, Grandchild, Step-Grandchild, Father or Mother-In-Law, Son or Daughter-In-Law, Brother or Sister-In-Law, Grandparents, Grandparents-In-Law, Step-Grandparents or any relative residing in the employees' household	3
Great-Grandparents, Aunt or Uncle	1

- I) <u>MILEAGE</u>: (CURRENT IRS RATE).
- J) <u>CREDIT UNION</u>: City participates in Pennsylvania State Employees Credit Union (PSECU) and provides for payroll deductions as requested by the Employee. Direct deposit is required.
- K) <u>PROBATION PERIOD:</u> New employees and promoted employees, will serve a six (6) month probationary period. Sick leave and vacation are earned from date of hire but may not be taken during the first ninety (90) days of the probation period.
- L) <u>RETIREMENT BENEFITS:</u> Mandatory participation in City Employees Retirement Fund

(C.E.R.F.) (Full Time employees only).

Employee contribution - 6% of earnings per pay period.

Employee is vested after 10 years service.

Benefit calculation at retirement - 1.8% of average gross monthly earnings for best five (5) consecutive years of the last ten (10) years immediately prior to retirement multiplied by Participants' years of service.

NOTE: This document is a summary only. Refer to adopting ordinances and contracts for details, limits, etc.