The Gauge

LOCAL 891 AFL-CIO

INTERNATIONAL UNION
OF OPERATING ENGINEERS

VOLUME 69 NUMBER 8

April 2014

REGULAR MEMBERSHIP MEETING

Thursday April 3, 2014
7 p.m. at
IS 167
220 East 76th Street • New York, NY 10021

Parking is available in school yard on 75th Street between 2nd and 3rd Avenues.

LOCAL 891 MEMBERS ATTEND BOC CLASSES ON MARCH 5, 2014

PRESIDENT'S REPORT

Dear Brothers and Sisters:

As I have stated numerous times in the past, we will not have any movement in our contract negotiations until the UFT has resolved their outstanding contract. It is very promising that the MLC (Municipal Labor Committee) has been adamant that they will not negotiate possible health care savings with the City, until those unions that did not receive the two four percent increases are made whole. It is also positive to note that although the media beats a steady drumbeat that the City of New York cannot afford retroactive raises for its workforce, they have begun to correctly identify the difference between the entire municipal workforce that is working under an expired contract and those unions such as ours, the UFT, CSA and nurses which are still seeking to settle the two four percent increases. Anyone who tells you anything about Local 891's current negotiations is talking nonsense.

Thank you to all the members who listened to their union and followed my advice not to use the PETS system until it was corrected and working properly. I understand there are still problems that OPI (Office of Personnel Investigations) has yet to fix. Thanks to the resolve of our members, the DoE changed the system so that existing custodial employees were not required to provide an email or fill out a moral questionnaire. The Department was seeking to have you make demands on your employees that were not permissible. Generally, you cannot add a new term and condition of employment once an employee has been hired. Once operating correctly, the PETS system should make the process of clearing a new employee quicker and easier. It will also make it easier to verify the eligibility of custodial workers who have already been cleared to work at other schools.

I truly appreciate members who take the time to contact me with your concerns or point of view on various matters that affect our great Union. I do all I can to address the issues that are of genuine concern to our members. There is always the difficult task of balancing between the everyday job site problems we all encounter and the global concerns we face as a labor organization. It's a large part of my job to make sure that balance is met. It is your responsibility to let me know if I am not focusing enough of my attention on any one area of concern. I count on and value your input. These are extremely difficult times for public sector union members. We are under constant assault by the media. Each and every one of us must do our part to ensure that as Local 891 members we are educated about the dangers we face. That does not mean day to day matters are any less important.

The Officers working for you at the Union and throughout the City have a responsibility to address the problems that confront our members. Chair Officers, Borough Chairman, Executive Board Members and other representatives are elected to serve you. I need to know when members feel any one of us, including myself, is not living up to your expectations. This also applies to appointed officials, such as Committee Chairpersons or the members of any Standing Committee. It is critical to our success as an organization that your concerns are adequately addressed. It is your right to be heard.

As in all areas of life, along with rights go responsibility! No one should keep taking without giving. We cannot logically expect our Union to effectively stand up for us if we do not participate and stand up for our Union. Local 891 gains its strength through your active involvement. I know our lives have become ever more complicated and hurried. The demands of family, work and our other responsibilities often wear us down. You must make it a point to consider your obligations to your Union as essential to your future. Every member should make a serious effort to attend monthly Union meetings and be actively engaged in union activities.

RETURNED TO THE CARE OF LOCAL 891

Due to the hard work of our Business Manager/President Robert Troeller, Brooklyn Borough Chairman Rocco Marano and the Watchdog Committee Chairman Andrew Foti, I am proud to announce that Ft. Hamilton High School (K490) and P.S. 20 (K020) were returned to the care of Local 891. These buildings had been under a contractor's control in excess of ten years.

In addition to these two Brooklyn schools, the Division of School Facilities headquarters at Vernon Boulevard (Q801) was also returned to Local 891.

Thanks to all those in Brooklyn for your participation in providing an adequate amount of resources at both of the above mentioned schools. By your actions, you have once again proven to the Principals and the Division of School Facilities that Local 891 puts children before profit.

Remember, this fight is not over until every school in the City of New York has a Local 891 Custodian Engineer.

Pictured above: (Left) Local 891 Watchdog Committee Chairman Andrew Foti and (Right) Brooklyn Borough Chairman Rocco Marano.

EFFECTIVE DISCIPLINE

Perhaps the most important thing we forget when dealing with our employees is good communication. Employees need to know what you expect and should know and understand the rules. You need to effectively communicate what is expected of your employees. Remember, that discipline is not meant to be punishment; in fact, the word discipline also means to train and develop by instruction and exercise. The word is derived from the Latin word discipline teaching, learning. The first step in the progressive discipline process is verbal communication or counseling. The purpose of counseling is to:

- Make an employee aware of a performance or behavior problem or a potential performance or behavior problem. No matter how trivial it may seem at the time.
- To educate the employee regarding your standards and expectations.
- To establish that the employee now has notice of the performance or behavior problem and of your expectations of him/her if the problem continues and disciplinary action becomes necessary.

You would need to counsel an employee when:

- Performance problems begin to appear
- Attendance related issues start including lateness and pattern absences
- When an employee may not know or could not be expected to know what was expected of him/her or that there is a problem

It is a good idea to have an outline of what you need to convey to the employee before the counseling.

- Identify the problem/misconduct
- Identify the performance issue
- Provide specific examples
- Identify dates, times and places if applicable

Submitted By: Frank Byrne
Grievances Committee

VARIABLE RATE

The Pension Committee reports that the Variable Unit value for the month of March 2014 is unit value 88.008.

ADDRESS CHANGES

Please send any change of address information as soon as you have it to IUOE Local 891
Attn: Frank Byrne
Recording-Corres. Secretary
220 Henry Street
New York, N.Y. 10002
Phone: (718) 455-9731 Ext. 254

May 16, 2014
SAVE THE DATE

I.U.O.E. LOCAL 891 ANNUAL DINNER

Russo's on the Bay
Howard Beach, New York

During the months of April and May tickets are $100.00

Submit payment for all tickets directly to Local 891's office at the Navy Yard.

LOCAL 891
International Union of Operating Engineers
86th Annual Dinner Dance
JOURNAL ADVERTISEMENT FORM

Gold Page	(7.5"w x 9.5"h)	$900.00
Silver Page	(7.5"w x 9.5"h)	$600.00
Full Page	(7.5"w x 9.5"h)	$400.00
Half Page	(7.5"w x 4.75"h)	$250.00
Business Card	(3.5" w x 2"h)	$100.00

Ads can be submitted electronically in the following formats:
PDF, JPEG, EPS, TIFF, Quark, InDesign, Illustrator,
Word or plain text format no later than
April 25, 2014
Email your Ad to: ADS@Local891.com

YOU ARE HEREBY AUTHORIZED TO INSERT A_____PAGE ADVERTISEMENT IN THE LOCAL 891 JOURNAL.

Name _____

Business/Organization _____

Address _____

City _____ State _____ Zip _____

Telephone: _____ Email: _____

AD DEADLINE IS APRIL 25, 2014

We reserve the right to refuse any journal ads
This is not tax deductible.

We are not a 501(c)(3) charitable organization and as such any contributions, gifts or other payments are not tax deductible for charitable purposes.

Payment for ads can be mailed to:
I.U.O.E., Local 891
Brooklyn Navy Yard
63 Flushing Avenue — Unit 358
Brooklyn, New York 11205-1085

BLOOD BANK

The next Local 891 Blood Drive is scheduled for Friday May 23, 2014, beginning at 8A.M.

I hope to see many of our members donate and keep Local 891's blood drives a continued success. This will be our 64th year of organizing blood drives. Donating is a quick and painless process that will help save the lives of at least three people per donation. Any member who donates on May 23 is reminded to keep their original donor receipts and please mail or fax copies of your donations to me. I recommend you start a folder and keep all your donation information in it. I am not informed by Blood Services when you make a donation. I would also like to remind the members that we are not required to fill out the PD-19 form that some Plant Managers have been requesting. Both sites will be open for the convenience of our members, the Local 891 Union Hall in the Navy Yard and the Melville, Long Island site.

Submitted By: Evan Manca
Blood Bank Committee Chairman

PRINCIPALS STIPULATION

The agreement was signed on September 12, 2012. This agreement clarifies the relationship between Custodian Engineers and the Principals at your assignment. It reinforces the terms of our Collective Bargaining Agreement. The Agreement makes clear that each building has only one Annual Plan and only one rating officer. When there are disputes among the Principals, as to the priorities in the building, it is now up to them to resolve these issues among themselves instead of the Custodian Engineer having to attempt to referee, or worse yet trying to answer to multiple Principals at once. This agreement will go a long way in resolving many of the rating and operational issues that many members were experiencing due to the advent of multiple Principals in one building.

OCCUPATIONAL HEALTH

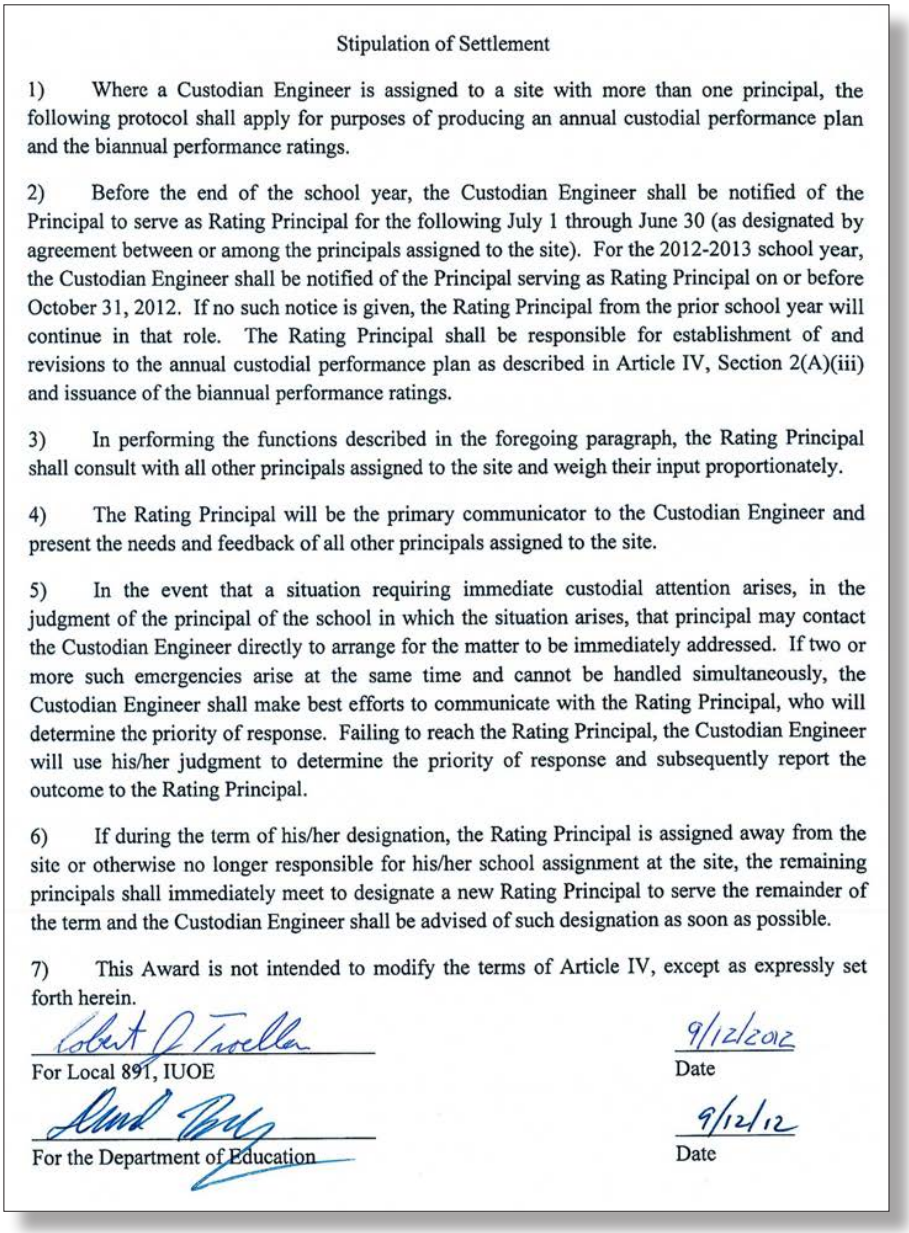
A date is not set for the next Medical Examination as of the printing of this month's issue of "The Gauge".

Any member desiring an Asbestos Screening appointment should send a completed Asbestos Medical Request Form to:

John Shea
Division of School Facilities
44-36 Vernon Blvd. 5th Floor
Long Island City, N.Y. 11101

Copies of the asbestos medical examination request form are available from the Local 891 website, your Borough Chairman and at the next Local 891 Union meeting. When submitting these request forms, please fax a copy to me at 212.587.3002. This will enable the union to monitor participation in the program.

Submitted By: Joanne O'Neill
Occupational Health / Safety Chairwoman



Stipulation of Settlement

1) Where a Custodian Engineer is assigned to a site with more than one principal, the following protocol shall apply for purposes of producing an annual custodial performance plan and the biannual performance ratings.

2) Before the end of the school year, the Custodian Engineer shall be notified of the Principal to serve as Rating Principal for the following July 1 through June 30 (as designated by agreement between or among the principals assigned to the site). For the 2012-2013 school year, the Custodian Engineer shall be notified of the Principal serving as Rating Principal on or before October 31, 2012. If no such notice is given, the Rating Principal from the prior school year will continue in that role. The Rating Principal shall be responsible for establishment of and revisions to the annual custodial performance plan as described in Article IV, Section 2(A)(iii) and issuance of the biannual performance ratings.

3) In performing the functions described in the foregoing paragraph, the Rating Principal shall consult with all other principals assigned to the site and weigh their input proportionately.

4) The Rating Principal will be the primary communicator to the Custodian Engineer and present the needs and feedback of all other principals assigned to the site.

5) In the event that a situation requiring immediate custodial attention arises, in the judgment of the principal of the school in which the situation arises, that principal may contact the Custodian Engineer directly to arrange for the matter to be immediately addressed. If two or more such emergencies arise at the same time and cannot be handled simultaneously, the Custodian Engineer shall make best efforts to communicate with the Rating Principal, who will determine the priority of response. Failing to reach the Rating Principal, the Custodian Engineer will use his/her judgment to determine the priority of response and subsequently report the outcome to the Rating Principal.

6) If during the term of his/her designation, the Rating Principal is assigned away from the site or otherwise no longer responsible for his/her school assignment at the site, the remaining principals shall immediately meet to designate a new Rating Principal to serve the remainder of the term and the Custodian Engineer shall be advised of such designation as soon as possible.

7) This Award is not intended to modify the terms of Article IV, except as expressly set forth herein.

Robert J. Trella — 9/12/2012
For Local 891, IUOE — Date

[signature] — 9/12/12
For the Department of Education — Date

16TH ANNUAL COLUMBIA ASSOCIATION'S GOLF OUTING

Hamlet Wind Watch Golf and Country Club
1715 Vanderbilt Motor Parkway
Hauppauge, New York

May 27, 2014

$150.00 per person

7:30am Shotgun Start

For more information please call:

Mike Brogna (718) 399-6966
Pete Maddaloni (718) 224-2740

BOARD OF EDUCATION AMERICAN LEGION POST 1088 ANNUAL SCHOLARSHIP GOLF OUTING

June 3, 2014

Start Time 8:00 a.m.
Pelham Golf Course
Bronx, NY

$150.00 per person

For more information please call:

Pedro Arroyo (718) 402-6028
Joe Montalto (914) 318-1004

COMPENSATION INSURANCE

All NY State Insurance Fund bills show the account balances for the insurance year. Section A contains the minimum amount due and your account summary. Section B reflects all transactions that occurred during the billing period indicated. The reference number when listed corresponds to individual information pages(s) which are processed and mailed to you as transactions occur. Section C is the remittance slip. It is important to write the policy number on your check, this ensures that your account is credited in a timely manner If your address has changed, please check the box on the front of the remittance slip and write your new address on the back of the remittance slip.

Back Page Information: This includes the Minimum Amount Due Calculation. Parts A thru F will calculate the minimum due amount. Part G will have a remaining audit balance. If you do not pay that amount you will be subject to 1% interest per month. Section H contains your future installments and the Total account balance. If your budgeting permits, this amount may be paid before year's end. Important: If your account is paid in full, or their is no activity on your account, you will not receive a bill.

Remember: It is your responsibility to keep your compensation policy active and up to date. For bill or claim information, please call the NY State Insurance Fund at 1-(888)-875-5790. For Compensation Insurance questions regarding your account balance, call your Committee Chairman first.

Submitted By: John Maderich
Compensation Insurance Chairman

CATASTROPHIC MEDICAL PLAN LOCAL 891 WELFARE FUND

The Catastrophic Medical Plan which is available from the Local 891 Welfare Fund is available to all members enrolled in the GHI/CBP medical plan, (GHI-Type C for Retired Members) and in addition to also must purchase the Optional Rider which is available from the City. The Catastrophic medical plan supplements the major medical benefits provided under the city's GHI/CBP and GHI Type-C plans in the event of catastrophic illness. The plan pays 100% of eligible expenses after a $2000. annual deductible has been reached. Under the City plan, eligible members and their dependents have the option of receiving medical services from a non-participating medical care provider at a reduced rate of reimbursement. The Funds catastrophic medical coverage is provided to protect those members who select this option from any large out-of-pocket expenses which may occur. The plan does not cover any charges that are covered under the City's optional rider, such as prescription drug charges, and any charges that are excluded under the basic medical plan are also excluded under the Funds Catastrophic Medical Plan. For further information and forms for reimbursement please contact the Funds Chairman Kevin J. Gallagher, at (718) 455-9731 ext. 301.

Submitted by: Kevin J. Gallagher
Welfare Fund Administrator

COLUMBIA ASSOCIATION

is setting up a golf clinic for anyone who wants to learn how to play. For more information please contact Pete Maddaloni 1-718-224-2740.

HOSPITALIZATION - INSURANCE BENEFITS

For the benefit of the members and to serve as a reminder, the following is being printed to help make the members more familiar with their health insurance coverage with GHI CBP-EBCBS with the optional rider. I have received numerous telephone calls from the members unsure of what their benefits are.

If members have any questions regarding anything written in this article please contact me at 718.455.9731 ext 261 or Hospitalization@local891.com

Benefits Summary

Financials

Requirement	Comments	In Network	Out of Network
Individual Deductible			$200
Family Deductible			$500

Wellness Care

Requirement	Comments	In Network	Out of Network
Well Child Care		Covered In Full	Allowed Charge
Annual Physical Exam		$15 Copay	Allowed Charge
Mammography		$15 Copay	Deductible and Coinsurance
Pap Smear Screening		$15 Copay	Deductible and Coinsurance

Medical Services Performed and Billed by Provider

Home and Office Visit		$15 Copay for Medical Provider and $20 Copay for Surgeons/Surgical Subspecialties	Deductible and Coinsurance
Chiropractic Care	Pre-Certification	$15 Copay	Deductible and Coinsurance
Allergy Visits	30 Visits Per Year;Pre-Cert	$15 Copay for Medical Provider and $20 Copay for Surgeons/Surgical Subspecialties	Deductible and Coinsurance
Physical Therapy/Occupational Therapy	16 Visits Per Year;Pre-Cert	$15 Copay for Medical Provider and $20 Copay for Surgeons/Surgical Subspecialties	Deductible and Coinsurance
Speech Therapy	16 Visits Per Year;Pre-Cert	$15 Copay for Medical Provider and $20 Copay for Surgeons/Surgical Subspecialties	Deductible and Coinsurance
Diagnostic Lab		$15 Copay	Deductible and Coinsurance
Diagnostic Radiology	Pre-Certification	$15 Copay	Deductible and Coinsurance
High Tech Radiology			
Surgery			
Surgery In Hospital		Covered In Full	Deductible and Coinsurance
Surgery Out-of-Hospital		Covered In Full	Deductible and Coinsurance
Anesthesia		Covered In Full	Deductible and Coinsurance
In Hospital Care		Covered In Full	Deductible and Coinsurance
Vision Service		Not Covered	Not Covered
Routine Podiatric Care		Not Covered	Not Covered
Home IV Therapy	Pre-Certification	Covered In Full	Allowed Charge
Durable Medical Equipment	$2000000 Life Time Max	$100 Deductible per Year; $2000000 Life Max	$100 Deductible per Year; $2000000 Life Max
Private Duty Nursing	$100000/Year;Pre-Cert	Allowed Charge	Deductible and Coinsurance

GHI participating medical providers/practitioners and participating mental health care providers will require a $15 co-payment per visit. These include providers who practice:

Allergy	General Practice	Neurology	Preventive Medicine
Audiology	Geriatric Medicine	Nuclear Medicine	Pulmonary Diseases
Bacteriology	Gynecology and Obstetrics	Nurse Practitioner	Reproductive Endocrinology
Cardiology	Hematology	Oncology	Rheumatology
Certified Nurse Midwife	Infectious Diseases	Pain Management	Screening Centers
Chiropractor	Internal Medicine	Pathology	Speech Pathology
Endocrinology	Medical Genetics	Pediatrics	Therapeutic Radiology
Family Practice	Neonatology	Physical Medicine and Rehabilitation	
Gastroenterology	Nephrology	Physical Therapy	

GHI participating Surgeons, all Surgical Subspecialties, and Dermatologists will require a $20 co-payment per visit. These include providers who practice: Cardiothoracic and Thoracic Surgery; Colon and Rectal Surgery; General Surgery; Neurological Surgery; Ophthalmology; Oral Surgery; Orthopaedic and Hand Surgery; Otolaryngology; Plastic Surgery; Podiatry and Podiatric Surgery; Traumatic Surgery; Urology; Vascular and Veno Surgery.

Hospital Inpatient Services Performed and Billed by Hospital

Requirement	Comments	In Network	Out of Network
Inpatient Acute Care		*	*
Medical Rehabilitation		*	*

Emergency Services

Emergency Room		*	*

Other Services

Skilled Nursing		*	*
Hospice		*	*

Home Health Care	In-Network: 200 Visits ; Out-of-Network: 40 Visits Per Calendar Year; Pre-Certification Required	Covered in Full	$50.00 Per Admission & Subject to Coinsurance
Outpatient Mental Health & Substance Abuse			
Substance Abuse Treatment Rehabilitation	60 Visits Per Calendar Year; Pre-Certification Required	Covered in Full	Allowed Charge and Subject to Coinsurance
Inpatient Mental Health & Substance Abuse			
Inpatient Mental Health Pre-Certification Required	30 Days Per Calendar Year;	Covered in Full	Allowed Charge and Subject to Coinsurance
Substance Abuse Treatment Substance Abuse Treatment Detoxification Covered in Full	30 Days Per Calendar Year; Pre-Certification Required		Covered in Full
Substance Abuse Treatment Rehabilitation	30 Days Per Calendar Year; Pre-Certification Required	Covered in Full	Allowed Charge and Subject to Coinsurance
Prescription Coverage			
Prescription Drug		Covered Through Express Scripts W/Rider only	Not Covered

**** These services may be covered under your Empire BlueCross BlueShield hospital program.***

PRE-CERTIFICATION INFORMATION

Chiropractic Care

Please call PRISM at 1-866-284-2901 for preauthorization.

High-Tech Radiology

For High-Tech Radiology, such as CT Scans, and MRIs, MRAs and PET scans call CareCorp at 1-800-835-7064 for preauthorization.

Home Health

Call (212) 615-4662 in NYC or 1 (800) 223-9870 outside NYC.

Mental Health & Substance Abuse

If you have Behavioral Management Program (BMP) coverage, and you need care under the this program, please contact BMP directly at 1 (800) 692-7311. For all other mental health and substance abuse benefits subject to preauthorization, please call (212) 615-4662 in NYC or 1 (800) 223-9870 outside NYC.

Submitted By: Andrew Samberg
Hospitalization Committee Chairman

EMERALD SOCIETY

On March 7, 2014 the Department of Education's Emerald Society held their Annual Scholarship Dinner at Terrace on the Park, Flushing, New York. C.E. Sandra Morton was honored as "Irish Custodian of the Year". Pictured above are Local 891 members who were present to celebrate with Sandy.

The Gauge
An Official Publication of
LOCAL 891 IUOE
International Union of Operating Engineers
Brooklyn Navy Yard • 63 Flushing Avenue
Building 292 • Suite 401 (Unit 358)
Brooklyn, NY 11205
Ph: (718) 455-9731 • Fx: (718) 455-9733
www.Local891.com
1-888-891-2226 (Outside NY area only)

To Reach Anyone Listed Below, Dial the Main Union Phone Number and then the Extension

BUSINESS MANAGER/PRESIDENT	**ROBERT J. TROELLER**
Business Agent/Vice President	**Matthew J. Wile**
Recording-Corresponding Secretary	**Francis J. Byrne**
Financial Secretary	**Kevin J. Gallagher**
Treasurer	**Gary A. Chiappetta**

Borough Chairmen

Bronx	220	James Rafferty
Brooklyn	221	Rocco Marano
Manhattan	222	Kieran McKivergan
Queens	223	Peter Maddaloni
Staten Island	224	Steve Ready

Committee Chairs

Annual Childrens Party	249	Peter Maddaloni
Blood Bank	250	Evan Manca
Compensation Insurance	251	John Maderich
E.P.E.C.	252	Gregory Sutton
Editor, "The Gauge"	253	John Brennan
Education	254	Frank Byrne
Engineers Protective	255	Frank Felix
Entertainment	256	Edward Brier, Jr.
Exceptions	257	Jeffrey J. Bilek
Good and Welfare	258	Sandra Morton
Grievances 32BJ/94	259	Frank Byrne
Grievances 891	260	Richard Jennings
Hospitalization	261	Andrew Samberg
Indoctrination	262	Steven Williams
Legislative	263	William Carroll
Membership	264	Kevin Gallagher
Membership Assistance	265	Kevin LaFaye
Occup. Health/Safety	266	Joanne O'Neill
Payroll/Permits	267	Tony Fitapelli
Pension	268	Joe D'Amico
Rating and Transfer	269	Robert Calamia
Store Keeper	270	Pedro Arroyo
Supplies	271	Michael Kelly
Temporary Care Assign	272	Joseph Sanfilippo
Watchdog Committee	273	Andrew Foti
Web Master	274	Dan Morgan
NYC Central Labor Council Del	275	Anthony DelRosso
NYC Central Labor Council Del	276	Richard Gorgoglione

Welfare & Annuity Funds
Kevin J. Gallagher, Chairman of Trustees
63 Flushing Ave. • Unit 358 • Brooklyn, NY 11205
Ph: (718) 455-9731 Ext. 301 • Fx: (718) 488-7122
welfarefund@local891.com
Dental Forms (718) 822-2098
Legal Services (718) 895-7160
Daniel H. Cook Associates
welfare forms • eye care vouchers • claims information
253 W. 35th St., 12th Floor • New York, N.Y. 10001
(212) 505-5050 ext. 229

Newsletter Design & Printing: AliGraphics • 914-367-5499

® 515

PAYROLL AND PERMITS

SPRING RECESS

The spring recess begins on Monday April 14 and ends on Tuesday April 22. All staff and students return on April 23. Friday April 18 (Good Friday) is a DOE holiday for CEs and their staff. Good Friday is in the schedule and therefore **is not reimbursable.**

SPRING RECESS EXTENDED USE

As per the CBA, for such weekdays when schools are closed before and after Christmas and Easter, the fee is $47.22. This includes the use of 15 classrooms or the equivalent. No deductions shall be made for a lesser use of space. For space used in excess of 15 classrooms, the evening space rates shall apply. In addition, labor fees at the basic rate of wages for fireman times the hours the buildings are occupied shall be charged. **Contractors working in the building during spring recess between the hours of 8 AM to 5 PM are not required to pay a fee.**

FINAL DAR

The 4th Quarter DAR for 2013 should be received at the end of March. Please be reminded that excess monies are due 30 days from the receipt of the demand for excess notice. Review DAR for any errors or omissions and use the Inquiry form if necessary. 1st Quarter DAR for 2014 should be received at the end of March.

REVISED PO2

The PO2 has been revised for 2014. The Print PO2 prompt has been removed from the upper right hand corner. In order to print the PO2 click on the print icon on the tool bar or (Alt+R). At the top of the PO2 there is now a total section for each category as well as a Grand Total Approved Amount.

2013 DEFICIT

Any CE in a deficit situation for the year 2013 due to a non- payment of extra –activity monies for an Approved and Paid Permit should notify their respective Borough Chairperson as well as this Committee.

Submitted By: Tony Fitapelli
Permit/Payroll Committee Chairman

DID YOU KNOW?

Exceptions- If you receive an exception, you only have 30 days to file a grievance.

Final Audit Reports- You only have 30 days to file a grievance

Electronic PO 2 - As per the CBA you do not have to enter the bill date or the check date. Also, you do not have to enter the word "cash" in any column.