



TOWNSHIP OF NUTLEY

DEPARTMENT OF
REVENUE AND FINANCE
ONE KENNEDY DRIVE
NUTLEY, NEW JERSEY 07110

THOMAS J. EVANS
Director

ELENI PETTAS
Municipal Clerk, R.M.C.

ROSEMARY COSTA
Township Treasurer, C.F.O., C.T.C.

TELEPHONE:
(973) 284-4961

FAX:
(973) 284-4907

TO: Mayor Joseph P. Scarpelli
Commissioner Alphonse Petracco
Commissioner Mauro G. Tucci
Commissioner Steven L. Rogers

FROM: Rosemary Costa, Treasurer, and C.F.O. 

DATE: April 24, 2018

SUBJECT: Accrued Sick and Vacation Time Liability Report

Submitted for your review is the Accrued Sick & Vacation Time Liability Report as of December 31, 2017.

cc: Commissioner Thomas J. Evans
Eleni Pettas, Township Clerk

TOWNSHIP OF NUTLEY
ACCRUED SICK & VACATION TIME LIABILITY
DECEMBER 31, 2017

PAYMENT OF ACCRUED LEAVE POLICY:

Non-Union Employees:

Payment of Terminal Leave **up to** a maximum of 10 bi-weekly pay periods (100 days), to an employee who has served the Township for not less than 20 years and is eligible for retirement from PERS. Employees with less than twenty years will only be paid for accrued vacation days. There is no authorization for accrual of compensatory time.

Teamster Employees:

Payment of Terminal Leave **up to** a maximum of 11 bi-weekly pay periods (110 days), to an employee who has served the Township for not less than 20 years and is eligible for retirement from PERS. Employees with less than twenty years will only be paid for accrued vacation days. There is not authorization for accrual of compensatory time.

Police Officers:

Who retire within the meaning of the PFRS, excluding deferred retirement:

Effective December 31, 2011, there shall be a cap of \$15,000 for payment of unused sick leave. The \$15,000 cap will apply to all current employees that have less than \$15,000 in accrued sick leave. Current employees with more than \$15,000 accrued shall be capped at the level that is "in the bank" as of December 31, 2011. Payment may be made in one lump sum or up to a maximum of 16 bi-weekly pay periods. This payment shall not exceed the sick leave cap established.

All Police Officers will be paid for all accrued vacation days and accrued compensatory time up to a maximum of 150 hours.

Firefighters:

Who retire within the meaning of the PFRS, excluding deferred retirement:

Effective December 31, 2013, there shall be a cap of \$15,000 for payment of unused sick leave. The \$15,000 cap will apply to all current employees that have less than \$15,000 in accrued sick leave. Current employees with more than \$15,000 accrued shall be capped at the level that is "in the bank" as of December 31, 2013. Payment may be made in one lump sum or up to a maximum of 16 bi-weekly pay periods. This payment shall not exceed the sick leave cap established.

All Firefighters will be paid for all accrued vacation days and accrued compensatory time up to a maximum of 150 hours.

Dispatchers:

Who retire within the meaning of the PERS, excluding deferred retirement:

Effective December 31, 2013, there shall be a cap of \$15,000 for payment of unused sick leave. The \$15,000 cap will apply to all current employees that have less than \$15,000 in accrued sick leave. Current employees with more than \$15,000 accrued shall be capped at the level that is "in the bank" as of December 31, 2013. Payment may be made in one lump sum or up to a maximum of 16 bi-weekly pay periods. This payment shall not exceed the sick leave cap established.

All Firefighters will be paid for all accrued vacation days and accrued compensatory time up to a maximum of 150 hours.

TOWNSHIP OF NUTLEY
ACCRUED SICK VACATION TIME LIABILITY
DECEMBER 31, 2017

DEPARTMENT : TOTALS RECAP									
NAME (S/V HRS.)	NUMBER OF EMPLOYEES	ALLOWED SICK DAYS	TOTAL VALUE OF SICK DAYS	ACCRUED VACATION DAYS	TOTAL VALUE OF VACATION DAYS	TOTAL COMP HOURS ACCRUE	TOTAL VALUE OF COMP HOURS	TOTAL ACCRUED LIABILITY	
TOTAL PUBLIC AFFAIRS	12	0.00	0.00	110.00	18,570.54	0.00	0.00	\$ 18,570.54	
TOTAL REVENUE & FINANCE	21	500.00	293,180.30	248.50	70,033.48	367.75	17,032.11	\$ 233,655.74	
TOTAL PUBLIC SAFETY	120	1,202.00	472,196.17	741.00	149,321.80	6,481.95	300,147.83	\$ 925,408.24	
TOTAL PUBLIC WORKS	22	683.50	377,219.68	231.00	59,707.66	58.50	0.00	\$ 248,317.50	
TOTAL PARKS & PUB PROPERTY	35	809.50	237,089.58	389.50	97,094.33	2.00	0.00	\$ 334,183.91	
TOTAL CURRENT FUND	<u>210</u>	<u>3,195.00</u>	<u>1,379,685.73</u>	<u>1,720.00</u>	<u>394,727.81</u>	<u>6,910.20</u>	<u>317,179.94</u>	<u>1,760,135.93</u>	
TOTAL WATER UTILITY	<u>17</u>	<u>564.50</u>	<u>202,484.39</u>	<u>216.50</u>	<u>70,389.39</u>	<u>14.00</u>	<u>0.00</u>	<u>\$ 272,873.78</u>	
Funded Reserve for the Accumulated Sick and Vacation Liability-12/31/2017								\$ 1,620,194.99	
Unfunded Liability-12/31/2017								\$ 412,814.72	