AGREEMENT

Between

HAMILTON COUNTY BOARD

And

HIGHWAY DEPARTMENT

And

LABORERS' INTERNATIONAL UNION OF NORTH AMERICA, DOWNSTATE ILLINOIS LABORERS' DISTRICT COUNCIL, LABORERS' LOCAL #1197

December 01, 2025 through November 30th, 2028

TABLE OF CONTENTS

ARTICLE		PAGE
1	Recognitions/New Classification	3
2	Management Rights	4
3	Union Rights	6
4	Union Security	7
5	Non-Discrimination	7
6	No Strike and No Lockout	7
7	Labor/Management Meetings	8
8	Work Safety	9
9	Personnel Files	9
10	Employee Discipline	10
11	Grievance Procedure	12
12	Hours of Work	14
13	Seniority, Layoff, Recall	16
14	Vacations	21
15	Holidays	22
16	Sick and Personal Leave	23
17	Leaves of Absence	26
18	Subcontracting	28
19	Insurance	28
20	Wages	29
21	Entire Agreement: Savings Clause	32
22	Termination	33
Appendix "A"	Dues Checkoff	34
Appendix "B"	Seniority List	35

PREAMBLE

WHEREAS, the Hamilton County Board recognizes the practice and procedure of collective bargaining as a fair and orderly conduct of relations with employees, insofar such practices and procedures do not interfere with the County's right and constitutional obligation of operate those offices affected in an efficient manner for the purposes of best serving the residents of the County, and to make clear all basic terms upon which such relationship depends; and,

WHEREAS, it is the intent and purpose of the parties to set forth herein their entire agreement covering rates of pay, wages, hours of employment; and to provide the procedure for the prompt and peaceful resolution of grievances respecting the terms of this Agreement;

NOW, BE IT RESOLVED, in consideration of the mutual promises and agreements herein contained, the parties do mutually promise and agree as follows:

AGREEMENT

This Agreement is entered into and between the Laborers' International Union of North America, Downstate Illinois Laborers' District Council and Laborers' Local 1197 (hereinafter referred to as the "Union") and the County Board of Hamilton County, Illinois, Elective Office Holder and/or appointed Department Head (hereinafter referred to as the "Employer").

ARTICLE 1
RECOGNITION: NEW CLASSIFICATIONS

Section 1. Recognition

The Employer recognizes the Laborers' International Union of North America as the sole and Exclusive Bargaining Representative in all matters concerning and pertaining to rates of pay salaries, hours of employment and other conditions of employment for the following employees employed by Hamilton County, as certified by the Illinois State Labor Relations Board and amended hereafter:

Included: All full-time and permanent part-time employees, as defined in Article 13, Section 12 of this agreement, in the following titles in the following offices: maintenance workers/laborers, assistant engineers, and foreman in the County Highway Department.

Excluded: All other employees within the Highway Department

Where other employees were historically excluded but are eligible under the Illinois Public Labor Relations Act and may only appropriately be represented in a bargaining unit or where a new classification is instituted, the parties agree to either jointly or separately petition the State Labor Relations Board to seek the necessary unit clarification.

Section 2. New Classifications

The Employer shall notify the Union within twenty-five (25) days of its decision to implement any and all new classifications pertaining to work of a nature performed by employees with the bargaining unit. If the new classifications is a successor title to a classification covered by this Agreement, or whose duties are similar to other bargaining unit employees, and the Union notifies the Employer of a desire to meet within ten (10) days of its receipt of the Employer's notice, the parties will then meet to review the proposed classification and if unable to reach agreement as to its inclusion or exclusion from the unit, shall submit the question to the 3rd step of the grievance procedure. However, the Employer is free to assign a temporary rate pending the resolution of any negotiations or grievance procedures.

In the event where an arbitrator is assessing reasonableness of the proposed salary grade, he shall consider:

(a) The job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the Employer's work force;

(b) Like positions with similar job content and responsibilities within labor market generally;

(c) Significant differences in working conditions to comparable position classifications. Upon installation of the new position classification, the filling of such position classification shall be in accordance with the posting procedures of this Agreement.

ARTICLE 2
MANAGEMENT RIGHTS

Except as specifically limited by the express provisions of this Agreement, the Employer retains traditional right to operate the County, as well as those rights enumerated within the Illinois Public Labor Relations Act. Such management rights include, but are not exclusive of, the following:

(a) to plan, direct, control and determine all operations and services of the County;

(b) to supervise and direct employees;

(c) to establish the qualification for employment and to employ employees;

(d) to establish reasonable work rules and work schedules and assign such;

(e) to hire, promote, transfer, schedule and assign employees in positions and to create, combine, modify and eliminate positions within the County, including the right to employ temporary or seasonal employees, except in departments where a seniority employee is on layoff, for periods not to exceed three (3) months who shall not accrue seniority as defined in Article 12, Section 1.

(f) to suspend, discharge and take other disciplinary action against employees for just cause (probationary employees without cause);

(g) to establish reasonable work and productivity standards and, from time to time, amend such standards;

(h) to lay off employees;

(i) to maintain efficiency of County operations and services;

(j) to determine the methods, means, organization, and number of personnel by which such operations and services shall be provided;

(k) to take whatever action is necessary to comply with State and Federal law;

(l) to change or eliminate methods, equipment and facilities for the improvement of operations;

(m) to determine the kinds and amounts of services to be performed as it pertains to operations and the number and kind of classifications to perform such services;

(n) to determine the methods, means and personnel by which operations are to be conducted; and;

(o) to take whatever action is necessary to carry out the functions of the County in emergency situations.

ARTICLE 3
UNION RIGHTS

Section 1. Union Access

One (1) Union representative or his designee shall have access to the premises of the Employer in order to help resolve a serious dispute or issue. In order to receive access, such representative must provide notice to the Employer and make necessary arrangements not to disrupt the employees. Permission must be given by the Employer prior to entering the work premises.

Section 2. No Solicitations

The Union or representative designee, regardless if such person is an employee, shall not solicit with employees during working hours while on duty and must restrict such Union related activity to employee's non-working hours. Such conduct shall not disturb the work of employees who may otherwise be working.

Section 3. Union Officials

The Union shall provide written notice to the Employer with ten (10) working days following election or appointment of Local Union Representatives.

Section 4. Leave Without Pay to Attend Union Meetings

A maximum of one (1) employee may request a leave of absence without pay to attend Union meetings, so long as it does not unreasonably interfere with the Employer operations. Such request must be in writing at least five (5) days prior to the requested leave of absence and shall not be compensated by the Employer.

Section 5. Required Union Activity

Employees shall be allowed necessary and reasonable time during working hours to attend grievance hearings, labor/management and other committee meetings, and other necessary and reasonable activities so long as they have been established by this Agreement, and/or other meetings called or agreed to by the Employer if said employees are entitled or required to attend such by virtue of their status as grievant's or witnesses thereto, or as designated representatives of the union requested to assist such grievant's during appropriate grievance procedures.

Section 6. Bulletin Boards

The Employer shall make available space on bulletin boards for the posting of official Union notices of a non-political, non-inflammatory nature. The Union shall limit the posting of notices to such bulletin boards

ARTICLE 4
UNION SECURITY

Section 1. Indemnification

The Union shall indemnify, defend and hold the Employer harmless against any claim, demands, suit or liability arising from any action taken by the Employer in complying with this Article.

Section 2. Appeal Procedures

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

ARTICLE 5
NON-DISCRIMINATION

Section 1. Prohibition Against Discrimination

The Employer and Union shall not discriminate against any employee covered by this Agreement in a manner which would violate any applicable laws regarding race, age, disability, sex, religion, national origin, or politics.

Section 2. Union Activity/Membership

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 the Illinois Public Labor Relations Act or by this Agreement, on account of their membership or status in, or lawful activities on behalf of the Union. The Employer, Union and this Agreement shall not infringe on the freedom, guaranteed by the Illinois Public Labor Relations Act, of employees to become or not become members of the Union.

Section 3. Gender Clause

The use of the masculine pronoun in this document is understood to be for clerical convenience only, and it is further understood that the masculine pronoun includes the feminine pronoun as well.

ARTICLE 6
NO STRIKE AND NO LOCKOUT

Section 1. No Strike/Slowdown

During the term of this Agreement, neither the Union nor any officers, agents, designees or employees of the Employer shall instigate, promote, sponsor, engage

in, or condone any strike (including sympathy strike), slowdown, concerted stoppage of work, or any other intentional disruption of the operations of the Employer, regardless of the reasons for doing so.

Section 2. No Lockout

During the term of this Agreement, the Employer shall not instigate a lockout over a dispute with the Union so long as there is not breach of Section 1.

Section 3. Union Responsibility

Upon written notice by the Employer to the Union that certain members/employees are engaged in a violation of this Article, the Union shall immediately in writing order such members to return to work, provide Employer a copy of such, and the bargaining agent of the Union shall promptly and publicly order them to return to work and do whatever acts reasonable necessary to secure their immediate return to work.

Section 4. Penalties

Any employee engaging in activity prohibited by this Article, or who instigates or gives leadership to such activity, shall be subject to immediate discharge or discipline by the Employer, including loss of compensation, vacation benefits, holiday pay and any and all seniority rights accrued pursuant to this Agreement. In any arbitration proceeding pursuant to a breach of this Article, the sole and exclusive question for an arbitrator to determine is whether the employee engaged in activity prohibited by this Article.

In addition to penalties provided herein, the Employer may, without objection by the Union, enforce any other legal rights and remedies entitled by law.

ARTICLE 7
LABOR/MANAGEMENT MEETINGS

The Employer representative for each bargaining unit shall meet on an as needed basis with a Union Committee composed of three (3) bargaining unit employees selected by the Union to discuss and resolve problems of mutual concern.

The meetings shall be scheduled at a time, place and date mutually agreed upon but shall be conducted on the premises and during working hours without loss of pay, and may not be used for campaign or solicitation purposes by the Union.

ARTICLE 8
WORK SAFETY

Section 1. Compliance With Laws

In order to maintain safe working conditions, the Employer shall comply with all laws applicable to its operations concerning the safety of employees covered by this Agreement. All such employees shall comply with all safety rules and regulations established by their supervisors and subject to disciplinary action for violations there from.

Section 2. Unsafe Conditions

Employees who reasonably and justifiable believe that their safety and health are in danger due to an alleged unsafe working condition or equipment, shall immediately inform their supervisors who shall have the responsibility to determine what action, if any, should be taken, including whether or not the job should be discontinued.

Section 3. Safety Grievance

A grievance involving an alleged violation of this Article shall be submitted directly to Step 2 of the Grievance Procedure and a grievance hearing shall be promptly scheduled.

Section 4. Safety Meetings

There shall be established a joint Safety and Health Committee that shall regularly meet for the purpose of identifying and correcting unsafe or unhealthy working conditions. This Committee may, but need not, consist of the same members as the Labor/Management Committee and may, but need not, meet at the same time as the Labor/Management Committee.

Section 5. Safety Boots and Clothing

The Employer shall reimburse each employee, excluding the clerical employees, up to four hundred ($400.00) per year for the purchase of safety boots or other work- related clothing. Employees must submit a receipt in order to be reimbursed.

ARTICLE 9
PERSONNEL FILES

Section 1. Personnel Files

The Employer shall keep a central personnel file within each bargaining unit for each employee. Supervisors are free to keep working files but material not

maintained in the central personnel file may not provide the basis for disciplinary or other action against an employee.

Section 2. Inspection

Upon written request of an employee, the Employer shall reasonably permit an employee to inspect his personnel file subject to the following:

(a) Such inspection shall occur no longer than seven (7) days following receipt of request;

(b) Such inspection may occur during employees' working hours upon reasonable written request;

(c) The employee shall not be permitted to remove any part of the personnel file from the premises but may obtain copies of any information contained therein upon reasonable payment for the cost of copying;

(d) Upon written authorization by the requesting employee, in cases where such employee has a written grievance pending, and is inspection his file with respect to such grievance, that employee may have a representative of the Union present during such inspection and/or may designate in such written authorization that said representative may inspect the personnel file subject to the procedures contained in this Article;

(e) If an employee disagrees with any information contained in the personnel file, the employee may submit a written statement of his position which shall become an integral part of that portion of the file over which disagreement exists, until such portion is permanently removed from such file;

(f) Pre-employment information, such as reference reports, credit checks or information provided the Employer with a specific request that it remain confidential, shall not be subject to inspection or copying.

Section 3. Notification

Affected employees and the Union shall be given notice by the Employer when any disciplinary documentation is placed in their personnel file.

ARTICLE 10
EMPLOYEE DISCIPLINE

Section 1. Employee Discipline

The Employer shall not discipline or discharge any post-probationary employee without just cause and shall not harass or discriminate against employees who

grieve disciplinary actions imposed. The Employer further agrees that disciplinary action shall be in a timely (not to exceed forty-five (45) days after the incident given rise to such disciplinary action) fashion and shall recognize only that disciplinary action appropriately documented and filed in the employee's central personnel files and not other working files maintained by other management staff.

Section 2. Corrective Discipline

The Employer agrees with the tenets of progressive and corrective discipline an that it shall be imposed only for just cause. Discipline may be imposed pursuant to the following progressive steps of priority:

(1) Oral warning with documentation of such filed in the employee's central personnel file;

(2) Written reprimand with copy of such maintained in the employee's central personnel file;

(3) Suspension without pay with documentation of such maintained in the employee's central personnel file; and,

(4) Discharge with documentation of such maintained in the employee's central personnel file.

Prior to actual imposition of any discipline, above oral reprimand, the employee should be afforded an opportunity to discuss his views concerning the conduct causing such disciplinary action. Such discussion should take place as soon as practicable and not be unduly or unreasonably delayed, and the employee should be informed clearly and concisely of the basis for such action. Furthermore, the County will advise the employee that he has the right to Union representation during any such discussion. Once the employee has requested Union representation, the County will not proceed with the discussion until the Union representative is present and has had the opportunity to meet with the employee.

An employee shall not be demoted for disciplinary reasons. However, the employee shall be restored to his original position retroactively, without any benefit or seniority loss, if subsequent grievance procedures result in the determination that such disciplinary action was not for just cause and shall be extricated from the employee's central personnel files and records.

Section 3. Manner of Discipline

The Employer shall do whatever acts necessary and reasonable, when imposing disciplinary action or counseling an employee, in order to avoid unnecessary embarrassment to the employee.

Section 4 Notice of Discipline

In the event disciplinary action is taken against an employee, the Employer shall promptly furnish written notice to the employee and the Union which shall clearly and concisely state the reasons for such discipline. Copy of such written notice shall be maintained in the employee's central personnel file.

Section 5. Removal of Discipline

Any written disciplinary notices in an employee's central personnel file shall not be used as evidence before an arbitrator if there has been no recurrence of the type or kind of conduct given rise to the warning after one (1) year.

ARTICLE 11
GRIEVANCE PROCEDURE

Section 1 "Grievance":"Working Days" Defined

A "grievance" is defined as any meritorious difference, complaint or dispute between the Employer and Union or any employee regarding the application, meaning or interpretation of the express provisions contained within this Agreement. This grievance procedure is subject to and shall not conflict with any provisions of the Illinois Public Labor Relations Act.

For purposes of this Article, "working days" shall not include weekend days and holidays recognized under the terms of this Agreement.

Section 2. Representation

Grievances may be processed by the Union on behalf of any employee or group of employees covered by this Agreement. However, grievances may be filed on behalf of two (2) or more employees only if the same facts, issues and requested remedy apply to all employees within the represented group.

Either party may have the grievant or one (1) grievant representing a group of grievants present at any step of the grievance procedure. An employee is entitled to Union representation at each and every step of the grievance procedure.

Section 3. Subject Matter

Only one (1) subject matter shall be covered in any one (1) grievance. In order to constitute a recognizable grievance, each written grievance shall contain a statement of the grievant's allegation, specifying the Article and Section within this Agreement which is alleged to have been violated, the date of the alleged violation, the remedy being sought, and signed by the grievant or his representative. The original statement shall be forwarded to the Employer.

Section 4. Grievance Procedure Steps

Any grievance or dispute which may arise between the parties, including the application, meaning or interpretation of this Agreement, shall be settled according to the following steps:

Step 1: The Union and/or the employee shall orally take up the grievance dispute with the employee's immediate supervisor within ten (10) working days of the date of the grievance or of the employee's knowledge of its' occurrence, whichever comes first. In the event of a grievance, the employee shall perform his assigned work task and grieve his complaint later, unless the employee reasonably believes that the assignment endangers his health or safety. The supervisor shall attempt to adjust the matter and shall respond to the Union and/or employee within ten (10) working days.

Step 2: Upon exhaustion of Step 1 above-mentioned, if the grievance has not been settled, it shall be presented in writing by the grieving party or his representative to the ultimate head of their office and/or department, whichever the case may be, within ten (10) working days after their immediate supervisor's response. Said representative of the Employer shall meet with grievant and respond to the grievant and or Union in writing within ten (10) working days.

Step 3: If the written grievance remains unsettled pursuant to Step 2 above, the Union may present the grievance to the Committee of the Hamilton County Board within ten (10) working days after the response by the Employer's representative was due under Step 2. Said Committee shall hold a meeting and issue a written decision to all interested parties (including the Union) within ten (10) working days.

Step 4: If the grievance still remains unsettled, pursuant to the above Steps, the Union may within twenty (20) working days after the written decision of the Committee of the Hamilton County Board is due, by written notice to the other party, request arbitration.

Section 5. Arbitration

The parties shall request the Federal Mediation and Conciliation Service to submit a list of seven (7) arbitrators. The parties shall alternately strike the names of three (3) arbitrators, taking turns, loser of the coin toss taking first strike. The person whose name remains shall be the arbitrator. The arbitrator shall be notified of his selection by a joint letter by the Employer and Union, requesting that they set a time, place and date for the hearing, subject to the availability of the parties and/or their representatives and shall be notified of the issue where mutually agreed to by the parties. All hearings shall be conducted in Hamilton County unless mutually agreed to otherwise.

The parties agree to attempt to arrive at a joint stipulation of the facts and issues as outlined to be submitted to the arbitrator.

The Employer or Union shall have the right to request the arbitrator to require the presence of witnesses and/or documents. Each party shall bear the expenses of producing its own witness who are not employees of the Employer.

Questions of arbitrability shall be decided by the arbitrator. The arbitrator shall not have the power, either expressly or impliedly, to amend, modify, nullify, ignore, add or subtract from the provisions of this Agreement.

The expenses and fees of the arbitration pursuant to the provisions contained herein shall be equally shared by the parties, except that each party shall maintain and be responsible for paying any and all expenses for their respective legal representatives and witnesses.

The decision and the award of the arbitrator shall be final and binding on all interested parties involved. The verbatim record of the proceeding shall be made available without charge to the arbitrator, with the cost split equally by the parties. If either party desires a copy, it shall pay the transcription fee and cost of duplicating its copy.

Section 6. Time Limitations

Grievances may be withdrawn at any step of the grievance procedure without prejudice. Those grievances not appealed within specified time limitations shall be treated as a waiver of the right to appeal.

The specified time limitations at any step of the grievance procedure or for any hearing pursuant therein may be extended by mutual agreement of the parties involved at that particular step, except and not inclusive of Step 4.

Section 7. Processing Grievances During Working Hours

The employee or representative designee may investigate and process grievances during scheduled working hours without loss of pay to the employee/employees involved, so long as provisions contained in this Agreement are followed.

ARTICLE 12
HOURS OF WORK

Section 1. General Provisions

(a) Highway Maintenance employees are scheduled to work 7:30 a.m. to 4:00 p.m. with one-half (1/2) hour unpaid lunch period.

(b) Provisions of the Federal Fair Labor Standards Act, which are applicable to units of local government, either through statute or judicial interpretation, shall apply to defining "time worked" in order to assess overtime compensation to employees working in excess of forty (40) hours for any workweek. Overtime actually worked shall be paid for at the rate of 1.5 times the employee's regular rate of pay. Hours may be flexed to allow straight time off for additional hours worked beyond any given day.

Overtime shall be paid in cash unless an employee requests compensatory time off; at the rate it was earned either straight time or time and one-half, whichever is applicable. The employee shall make his choice known to the Employer not later than the end of the workweek in which overtime was earned. Such request shall be considered and granted or denied at the discretion of the Employer. If such compensatory time request is granted, it shall be taken within the month it was earned at a time convenient to the employee and consistent with the operating needs of the Employer.

Employees may accrue compensatory time up to a total of Fifty (50) Hours. Compensatory time accumulated above Fifty (50) hours shall be used or liquidated and paid by the end of the month. Fifty (50) hours of compensatory time may be carried over month to month but shall be used or liquidated and paid by the end of the Employer's fiscal year (November 30th).

(c) Holidays, accumulated vacations, personal days and sick leave, shall be counted as "time worked" for purposes of computing overtime compensation.

Section 2. Rest and Meal Periods and Overtime Definitions

(a) Rest Period: Rest period shall pursuant to present practices within the respective offices and shall be maintained during the duration of this contract.

(b) Meal Period: Meal period shall be pursuant to present practices within the respective offices and shall be maintained during the duration of this contract.

(c) Call Back: When an employee is called or contacted to return to work after the end of his normal shift and prior to the start of his normal shift will be paid for a minimum of two (2) hours. If notification for call-back is made by the end of the previous work shift for hours contiguous with the work

shift, then overtime will be paid for only the time worked outside of the work shift.

(d) Scheduled Overtime: When an employee is notified prior to the end of the work shift to report to work at a time outside his normal work shift.

(e) Hold Over: When an employee works beyond the end of his normal scheduled shift.

Section 3. Work Schedules

While the establishment of reasonable work schedules and assignment thereof is Management Right retained by the terms of this Agreement and enumerated as such within the Illinois Public Labor Relations Act, such work scheduling and changes therein affecting bargaining unit employees shall be instituted in a manner most conducive to continued harmonious labor relations, and the Union shall maintain the right to discuss such with the Employer. Employees shall be given appropriate, adequate prior notice of work schedules and changes therein.

Where there are permanent or temporary changes in schedules affecting some, but not all, employees within a shift and/or classification, such employees shall be allowed to exercise their seniority to retain their current shift assignment.

Section 4. Overtime Procedure

The Employer shall distribute overtime as equally as possible among employees who regularly perform the work in which overtime is needed with the position classification. It shall be distributed on a rotating basis among employees having the least number of overtime hours being given the right of first refusal. For the purpose of equalizing the overtime distribution, an employee who is offered but declines overtime assignment shall be deemed to have worked such time offered.

ARTICLE 13
SENIORITY, LAYOFF AND RECALL

Section 1. Definition

"Seniority" shall, for the purpose of this Agreement, be defined as an employee's length of uninterrupted service within their specific offices. Such seniority shall begin with the latest date of hiring with that specific Employer.

Section 2. Application of Seniority

In the application of seniority and ability in promotions, filling of permanent openings within classifications within said specific offices in Section 1 of this Article, layoff and recall, call-ins, seniority shall be the determining factor when,

among qualified employees within such specific offices involved, their qualifications, shall and ability to perform the work is relatively equal. When applying this principle of seniority and ability, the Employer's decisions shall be made in good faith.

Section 3. Termination of Seniority

Seniority shall be terminated solely within the specific office when an employee within such specific office:

(a) resigns or otherwise quits;

(b) is discharged for just cause (however, if such discharge is reversed through the grievance procedure, the issue of seniority is subject to the remedy attained within the grievance procedure);

(c) retires;

(d) does not return to work from layoff within three (3) working days after being notified to return, except when such failure to return to work is due to circumstances beyond the employee's control and the Employer was notified prior to the tolling of the three (3) day period;

(e) has been absent from work three (3) consecutive days without notifying the Employer, except when the failure to notify is due to circumstances beyond the employee's control.

In cases of seniority loss, the Employer shall issue written notification to the employee at their last known residence of such loss and that employment is terminated, with a copy of such forwarded to the Union.

Section 4. Reinstatement

All new employees and those hired after loss of seniority and is subsequently rehired within twelve (12) months of termination of employment within the same specific office shall be considered probationary employees until they complete the required probationary period under this Agreement.

There shall be no seniority among probationary employees. Upon successful completion of the probationary period, an employee shall acquire seniority which shall be retroactive to his last date of hire with the same specific office in a position covered by this Agreement. The Employer shall, upon request, grant a probationary employee an oral evaluation after three (3) months of service.

In case of an employee who resigns after giving two (2) weeks, and is subsequently rehired by the Employer within the same specific office within twelve (12) months

of such termination of employment, his original seniority date shall be restored upon completion of three (3) consecutive years of employment. Until such time, seniority shall accrue as of their date of rehire upon successful completion of his probationary period.

Section 5. Seniority Roster

The Employer shall maintain, post and keep current a seniority roster noting date of hire, current position of job classification and/or title. Any objection to the seniority roster by an employee within the unit shall be reported in writing to the appropriate Employer representative within thirty (30) working days of the date of posting or the roster shall stand approved as posted and not subject to subsequent objection or grievance. The Union shall be provided a copy of the seniority roster on the date of posting. Separate rosters for Full-time, permanent part-time , and part-time.

Appendix "B" of this Agreement contains the seniority list.

Section 6. Layoff

The Employer in its discretion shall determine whether layoffs are necessary unless it is clearly established that such a determination is arbitrary. All affected employees and the Union shall receive notice in writing of any impending layoff at least thirty (30) days in advance of the effective date of such layoffs. Although not limited to the following, layoffs shall ordinarily be for lack of work and/or lack of funds. If it is determined that layoffs are necessary, employees will be laid off in the following order within the respective office.

(a) temporary employees; seasonal employees;

(b) part-time employees not included in the bargaining unit affected;

(c) probationary employees; and,

(d) in the event of further reductions in the labor force, employees shall be laid off in accordance with their seniority and their ability to perform the remaining work available without substantial further training. When two (2) or more employees have relatively equal experience, skill, ability, and qualifications to do the work without further training, the employee(s) with the least seniority shall be laid off first. The Employer shall attempt to provide reasonable advance notice of pending layoff decisions to employees affected with a copy of such forwarded to the Union.

Section 7. Recall

When employees who are laid off pursuant to Section 6 of this Article of this Agreement, they shall be placed on a recall list for a period of eighteen (18) months. If there is a recall, employees who are still on the recall list shall be recalled, in the inverse order of their layoff, provided they are qualified to perform the work in the job classification to which they are recalled without substantial further training.

If an employee is recalled to a position in a lower rated classification, he shall have the right to return to the job classification he help prior to being laid off in the even it becomes available. If an employee is recalled to a lower rated job classification, the employee shall have the right to refuse the recall. The Employer shall not hire new employees within the specific offices so long as there are still employees on the recall list for that specific office who are presently qualified to perform the work in the affected job classifications within the office and are willing to be recalled to said classification.

Section 8. Recall Notice to Employees

Employees eligible for recall shall be given fourteen (14) calendar day notice of recall and notice of recall shall be sent to the employee by certified or registered mail with a copy to the Union, provided that the employee must notify the Employer of his intention to return to work within three (3) days after receipt of notice of recall. The Employer shall be deemed to have fulfilled its obligations by mailing the recall notice by registered or certified mail, return receipt requested, to the mailing address provided by the employee, it being the obligation and responsibility of the employee to provide the Employer with his latest mailing address. Any recalled employee shall be given the opportunity to give two (2) week notice to other Employer.

Section 9. Evaluations

Each employee's performance may be evaluated on an annual basis and employees with more than five (5) years County service may be evaluated approximately every second year. Probationary employees shall be evaluated at approximately the middle of and at the end of the probationary period. The employee may initially be asked to complete a written self-evaluation before the evaluation is completed by the supervisor in the Department who has the greatest first-hand knowledge of the employee's work. After the employee has completed the self-evaluation and the evaluation has been completed by the supervisor, the employee shall have an opportunity to add written comments to the evaluation form. The supervisor shall review the completed performance evaluation form with the employee and give the employee a copy before the form is placed in the employee's file for retention. An employee's signature on the evaluation form shall signify only that the employee has received a copy. No alterations shall be made in the completed performance evaluation form unless the employee and supervisor concur. Completed performance evaluation form shall not be used as a basis for discipline of an employee.

An employee who disagrees with his completed performance evaluation after same has been discussed with the employee by his immediate supervisor, may request an opportunity to discuss disagreement with the official at the next highest level above that of the official who completed the appraisal initially.

Section 10. Temporary Assignment

The Employer in order to avoid employee layoffs and to balance workloads between departments may, even on a daily basis if necessary, assign an employee in a given classification and department to work in another department or unit, provided:

(a) no employee in the same classification is on layoff status in the second department;

(b) the period of such assignment shall not exceed ninety (90) calendar days unless agreed otherwise by the Union and the affected supervisor in the second department;

(c) the employee temporarily assigned to a second department shall, if performing work in a classification with a higher rate of pay for a period exceeding five (5) working days during fiscal year, be paid at the higher rate for all such hours worked beginning with the sixth (6th) such workday.

Section 11. Probationary Employees

An employee is "probationary" for the first ninety (90) days of employment.

A temporary employee who becomes an employee in the same unit in which he was performing substantially the same work or for a continuous period immediately preceding the date he became an employee, shall have such period retroactively counted towards completion of his probationary period.

No matter concerning this discipline, layoff, or termination of a probationary employee, shall be subject to the grievance and arbitration procedures.

A probationary employee shall have no seniority, except as otherwise provided in this Agreement, until he has completed the required probationary period. Upon such completion, he shall acquire seniority retroactively from the date of employment. An employee who has a continuous period of temporary employment counted towards completion of his probationary period, shall acquire seniority from the date they began such continuous period of employment.

Section 12. Definition of Permanent Part-Time

A permanent part-time employee is an employee who works regularly scheduled and ongoing hours or shifts each week but works less hours than regular full-time employees. Permanent part-time employees will be hired without a predetermined time limit. Casual or temporary part-time employees will be hired for a predetermined period of time less than 1,200 hours per calendar year and will not be covered by this agreement.

ARTICLE 14
VACATIONS

Section 1. Vacation Accrual

Employees shall receive vacations as follows:

After one (1) year of service	10 Working Days
After ten (10) years of service	15 Working Days
After fifteen (15) years of service	20 Working Days

Vacation periods shall not accrue during any form of leaves of absence.

Employees employed on a part-time basis shall receive no vacation rights pursuant to this Article. For full-time employees, vacation days will be accrued on a pro rata basis monthly. Accrued unused vacation days in excess of five (5) days will be paid at the end of the fiscal year. A maximum of five (5) day vacation may be carried over to the next calendar year.

Section 2. Use

Vacation time can be used only after it is earned and taken in increments of not less than one-half (1/2) day at a time.

Section 3. Vacation Schedules

Vacations shall be scheduled insofar as practicable at times desired by each employee, provided however, it does not affect the Employer's operating needs and services to the public. Where two (2) or more employees within a specific office as enumerated in Section 1 of Article 13 (Seniority/Layoff/Recall) seek the same vacation period, preference shall be given to the most senior employee where operating circumstances permit. In establishing vacation schedules, the Employer shall consider both employee's preference and the operating needs. Where the Employer is unable to grant and schedule vacation preferences for all employees, but is able to grant some employees such vacation preferences, employees shall be granted such preferred vacation period on the basis of seniority. An employee who has been granted his/her first preference shall not be granted another

preference request if such would require denial of the first preference of a less senior employee.

The Employer shall not deny vacation requests by the employee unless with just cause based on operating needs and providing services to the public.

Employees shall receive pay in lieu of vacation time off if such is necessitated by the Employer's inability to grant the employee his/her requested vacation time off.

ARTICLE 15
HOLIDAYS

Section 1. Holidays Observed

The following Holidays will be observed annually:

New Year's Day	Martin Luther King Jr. Day
Lincoln's Birthday	Washington's Birthday
Good Friday	Memorial Day
Juneteenth	Independence Day
Labor Day	Columbus Day
Veteran's Day	Thanksgiving Day
Day after Thanksgiving	
Christmas Eve	Christmas Day
New Year's Eve	

For the purpose of this Article, all Holidays will be observed on the day they occur.

The Holiday schedule will be set annually by the County Board, but is anticipated to continue to include the above referenced Holidays. If the above referenced holidays are amended by the County Board, then the published list of County Holidays will control.

For the purpose of this Article, if any holiday falls on a Saturday, it shall be observed on the preceding Friday. If any holiday falls on a Sunday, it shall be observed on the following Monday.

Section 2. Advance Notice

Employees scheduled to work a holiday shall be given as much advance notice as practicable.

Section 3. Holiday During Vacation

When a holiday falls on an employee's regularly scheduled workday during the employee's vacation period, the employee will be charged with the holiday and retain the vacation day.

Section 4. Eligibility Requirement

In order to be eligible for holiday pay, employees must work or take an approved leave with pay on their last regularly scheduled workday immediately preceding and their first regularly scheduled workday immediately following the holiday.

Section 5. Holiday Pay

Any employee required to work a holiday shall receive two and one half (2 ½) times the normal hourly rate of pay for all hours worked. Employees who work four (4) hours or less on a holiday shall receive eight hours of pay at the normal hourly rate of pay, and one and one half (1 ½) times the normal hourly rate of pay for the hours actually worked. Part-time employees shall be given any paid holiday if they worked the entire week of the holiday.

Section 6. Closing of Courthouse

When incidents of inclement weather occur, or other circumstances arise that prompts the closing of the courthouse, employees that are not required to report to work shall be paid their normal hourly rate of pay for Eight (8) hours, up to Five days per year. The Employer may require employees to report to work at alternate locations within the County if the courthouse is closed. If the courthouse is closed more than 5 days in a calendar year, employees that are not required to report to work shall not be paid for those days unless they choose to use any available vacation, personal, or compensatory time that is available to them. Otherwise, employees required to report to work on days that the courthouse is closed shall be paid one and one-half (1.5) times their normal hourly rate of pay.

ARTICLE 16
SICK AND PERSONAL LEAVE

Section 1. Sick Leave Accrued

All regular "full-time" employees shall accrue paid sick leave at the rate of twelve (12) days per year. After one year of service, Sick leave benefit days shall be credited to the employee's record on December 1st each year. Sick leave shall accumulate to a maximum of two hundred and forty (240) days with a maximum of ninety (90) days for paid time off per calendar year and shall not exceed the limit regardless of an employee's length of employment. The ninety (90) day maximum shall remain to the employee's credit until used. Days accumulated above ninety (90) are addressed in Section 9 of this Article. Each full-time employee shall be eligible for the above-described sick leave benefits are available during their probationary period. Sick leave shall be interpreted to mean personal illness,

illness to the employee's dependent children or spouse and pregnancy and parents and grandchildren. The Employer shall have the right to request documentation from a medical provider for the use of sick days in excess of three (3) consecutive days.

Section 2. Sick Leave Abuse Sanctions

For purposes of the provisions contained within this Article, "abuse" of sick leave is the utilization of such for reasons other than those stated within Section 4 of this Article. Upon sufficient evidence of the abuse of sick leave, the employee shall not be paid for such leave taken nor shall the employee accrue any rights inherent of such period, such as seniority and other rights. Continued abuse of sick leave shall subject the employee to disciplinary action pursuant to the terms of this Agreement. The employee shall be placed on documentation for three (3) months. All use must be verified by a physician or will not be paid. Continued abuse will be subject to additional discipline.

Section 3. Personal Day Accrual

All regular "full-time" employees shall receive paid personal days at the rate of three (3) days per year.

Paid personal days shall be credited on the employee's anniversary date of employment and shall be non-cumulative. If for whatever reason an employee does not utilize a personal day for that anniversary year, the Employer shall compensate the employee for the unused personal day at the employee's regular rate of pay. At termination, employees shall receive payment for any unused earned personal days for that particular anniversary year.

Section 4. Personal Day Use

Personal days shall not be used in increments of less than one-half (1/2) day at a time. No personal days may be advanced to regular employees and/or probationary employees. Employees shall give sufficient advance notice to the Employer of their need to use personal time and it shall be granted so long as it does not interfere with Employer operations and staffing. Personal days may not be taken immediately before or after a scheduled holiday or vacation period, unless Employer approval is obtained.

Section 5. Notification of Balances

Employees shall be notified in writing of all forms of leaves and personal days balances, including vacation, sick leave, holidays, etc., on an annual basis. The

Employer shall submit such information on a more frequent basis upon employee's request.

Section 6. Sick Leave Use Notice

An employee taking sick leave days must notify their supervisor on the morning of each day's absence, unless the supervisor has a prior understanding of the duration of the employee's expected sick leave.

Section 7. Employee Notice to Supervisor

In any case of illness or injury, adequate notice shall be provided to the appropriate supervisor so that a substitute can be obtained to replace the absent employee. Failure to do so on the part of the employee may lead to loss of sick leave benefit or dismissal.

Section 8. Optional Sick Leave Pay

Employees shall be eligible to receive compensation for sixty (60) sick days at one-half (1/2) their then current hourly base rate of pay upon leaving the Employer. Any days above the sixty (60) days shall apply toward retiring employee's IMRF service credit for pension purposes.

ARTICLE 17
LEAVES OF ABSENCE

Section 1. Discretionary Leave

The Employer may grant, at its' discretion, a leave of absence under this subsection to any bargaining unit employee for good and sufficient reason and may prescribe the terms and conditions for such leave, including whether or not such leave shall be with pay. However, such leave may not exceed one (1) month but may, with good cause, be extended. The provision contained within this subsection does not include those remaining leave provided for within this Article.

Section 2. Military Leave

Eligible employees will be granted military leave with pay up to fifteen (15) days in a calendar year, the leave may be extended without pay. Such pay however, will be reduced by the amount of payment received from the National Guard or Naval Militia for these services. An employee who is a member of the Illinois National Guard or Illinois Naval Militia will be granted a leave of absence, with pay, for active

duty to meeting emergency situations within the State when proclaimed by the Governor. Such pay, however, will be reduced by the amount of payment received from National Guard or Naval Militia for these services.

Section 3. Parental Leave

After one (1) year of service, an employee may be granted leave, without pay, not to exceed one (1) month for maternity purposes. Requests for maternity leave should be in writing at least three (3) months prior to the date of the proposed leave and include the expected date of return. The date of return shall be agreed upon by the Employer and the employee in relation to the needs of the employee and the requirement of the job.

Section 4. Family and Medical Leave

Employees covered by this Agreement shall be entitled to the rights set forth in the Family and Medical Leave Act of 1993. Employees may elect to substitute any accumulated paid leave for any portion of the unpaid leave or may take such unpaid leave in addition to any paid leave for which the employee may be eligible. Employees shall not be required to use any accumulated time prior to going on leave.

Section 5. Funeral Leave

In case of a death in the immediate family, the employee will be given three (3) days off with pay. Immediate family constitutes the following: Spouse, domestic partner father, mother, brother, sister, son or daughter, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandchild, grandparents, stepparents, and stepchildren (so long as still married). If there is a death of similar in-law, grandmother or grandfather, the employee will be allowed up to three (3) days of the employee's accumulated sick or vacation leave to attend each individual's funeral.

Section 6. Court Leave

Court leave shall be granted to employee who are called for jury duty or are required to be absent from work because of a subpoena or any legislative, judicial, or administrative tribunal. Time away from work with pay shall be granted for such purposes. The Employer prefers that employees not accept pay for witness fees. All compensation received for court or jury shall be remitted by the employee to the County Treasurer in order to be paid for such leave and not until such is returned to the County Treasurer.

Section 7. Other Miscellaneous Leaves

Other leaves of absences without pay may be granted for various reasons. If an employee must be absent from his duties for reasons not covered in the forgoing, he should request, in writing, a leave of absence, submit the same to the Department Head for approval by the County Board Finance Committee; the request then should be placed in the personnel file in the Department Office. If an employee is absent for more than three (3) working days and fails to notify the Employer as outlined in Article 17, Section 9, the employee will be subject to termination.

Section 8. Benefits During Leave

Seniority shall not accrue during any unpaid form of leave of absence. When an employee returns from a leave of absence permitted by this Agreement, the Employer shall return the employee to the same position in which the employee was incumbent, seniority prior to the leave permitting. Employees affected by this sub-section shall be allowed to exercise their rights under the recall provisions of this Agreement.

Section 9. Failure to Return From Leave

Failure to return from leave of absence within three (3) working days after the expiration date therefrom shall be cause for immediate discharge with loss of all benefits and rights accrued pursuant to the terms of this Agreement. The provisions contained herein shall not apply in cases where it is impossible for the employee to return and evidence of such is provided the Employer within three (3) working days after the expiration of such leave of absence or as soon as practical.

Section 10. Prohibition Against Misuse of Leaves

Any leaves of absence pursuant to the terms of this Article, regardless of being with or without pay, shall not be used for the purpose of securing alternative employment. An employee during such leave may not be gainfully employed or independently self-employed without prior approval by the Employer. Violation of the provisions contained within this Article shall subject the employee to immediate discharge or loss of all benefits and rights accrued pursuant to the terms of this Article.

Section 11. Paid Leave for All Workers Act

The parties to this agreement stipulate that the benefits contained in the collective bargaining agreement meet or exceed those required by PLAWA and furthermore agree that in the event PLAWA is amended and the benefits no longer meet or exceed the parties agree to impact bargain the changes.

ARTICLE 18
SUBCONTRACTING

Section 1. General Policy

It is the general policy of the Employer to continue to utilize employees to perform work they are qualified to perform. However, the Employer reserves the right to contract out any work it deems necessary in the interests of efficiency, economy, and improved work product or emergency. No employee shall be laid off due to subcontracting.

ARTICLE 19
INSURANCE

Section 1. Health Plan

The Employer shall continue for the duration of this Agreement to provide health insurance for full-time employees. The Employer shall pay one hundred percent (100%) of the monthly contribution for full time employees (but not dependents) effective December 01,2025. The Employers agrees to pay any future increases in the health insurance premiums up to a maximum increase of Five percent (5%) per year. Any increases in premiums above Five percent (5) per year will be paid by the employees.

If the premium increases more than $50.00 per month, the Employer and the employee will share equally any additional premium amount.

Any additional amount of premium owed by the employee will be done by payroll deduction.

The County maintains the option of changing health insurance carriers. It is understood by the Union that, in changing insurance carriers, a plan identical to the current plan may not be available. However, the County must endeavor to find a replacement plan as close to the current plan as possible in light of health insurance plans available in this area. The County agrees to allow the Business Manager of Laborers' Local 1197 to appoint one (1) employee from the bargaining unit to be a member of the County's Health Insurance Committee.

The Employer agrees to allow for employee participation in dental coverage at a group rate if a group rate can be attained through the current insurance provider. If available, the cost of this coverage shall be the employee's responsibility through payroll deduction.

Section 2 Deferred Compensation Program

Employees that opt not to participate in the Employer provided insurance shall have fifty dollars ($50.00) per month contributed to their personal account in the County's current deferred compensation program.

Section 3. Health Insurance Continuation

Pursuant to the provisions of the Consolidated Omnibus Budget Reconciliation Act, an employee who is on unpaid leave may maintain his/her health insurance with the Employer by paying the cost of the monthly premiums.

Section 4. Life Insurance

The Employer shall provide each employee, at no cost, $15,000.00 of life insurance.

ARTICLE 20
WAGES

Section 1. Wages

Hourly wage rates will take effect according to this Article as follows:

GROUP	12/01/25	12/01/26	12/01/27
Highway	$23.75	$24.46	$25.19

It is agreed that probationary employees will be paid one-dollar ($1.00) less than the base pay for their first ninety (90) days of employment with the County.

CDL STIPEND: So long as the employee possesses a valid CDL, the employee shall receive an hourly stipend of ($1.50) for all worked.

FOREMAN STIPEND: The Foreman shall receive an hourly stipend of ($1.25) for all hours worked.

In addition to the wages, above, an employee shall be paid longevity pay as follows:

Years of Service	**Hourly Increase**
Less than 2 years years	$0.00
Over 2 but less than 4 years	$0.12
Over 4 but less than 6 years	$0.25
Over 6 but less than 8 years	$0.37
Over 8 but less than 10 years	$0.50

Over 10 but less than 12 years	$0.62
Over 12 but less than 14 years	$0.75
Over 14 but less than 16 years	$0.87
Over 16+ years	$1.00

(The chart above recognizes longevity in alternating steps of ($0.12) and ($0.13) with a cap of 16 years of service.

The Union and the County agree that no employees who are currently above the longevity scale in their hourly rate of pay will be reduced.

Part-time employees shall be paid at seventy-five percent (75%) of proper group base rate. Seasonal employees shall be paid the minimum wage. Employees will be paid twice per month. The Highway Forman shall receive the same cents per hour increases as the Highway Operators onto his current rate of pay.

Section 2. Pension

The Employer agrees to contribute to the Laborers' National (Industrial) Pension Fund (the "Pension Fund") for all employees covered by this Agreement in accordance with this Article.

The parties have agreed to the terms of and executed the Preferred Pension Plan Addendum and Schedule. The terms and conditions of the Preferred Schedule shall apply to this collective bargaining agreement. Beginning on February 1, 2026 and for the term of this agreement, the Employer shall contribute to the Pension Fund at the following rates for each and every hour or portion of an hour for which an employee covered by this agreement is paid by the Employer (including hours or portions of hours of paid holidays, vacation, sick leave, personal leave, other paid leave and overtime). Effective February 1, 2026 the contribution rate will be $1.65. Both parties agree that eighty-one cents ($0.81) per hour will be contributed by the County and the remaining eighty-four cents ($0.84) will be contributed by the County in lieu of wages. The parties agree that these pension contributions that would otherwise be paid in salary or wages, instead will be contributed by the employer (pre-tax) to the Pension Fund. The contributions are to be considered Employer contributions for purposes of the tax laws and they are not taxable income to the employees, rather taxation is deferred until benefits are paid.

Section 3

Contributions shall be due and paid on a monthly basis. Specifically, contributions earned during a calendar month shall be due and paid by the twentieth (20th) day of the immediately following calendar month.

Section 4

Unless otherwise agreed by the Pension Fund, contributions shall be paid by check made payable to the "Laborers' National (Industrial) Pension Fund" and delivered to the Pension Fund at 905 16th Street N.W., Washington D.C. 20006 by U.S. Mail or commercial carrier.

Section 5

Together with each contribution payment, the Employer shall deliver to the Pension Fund such written reports as the Pension Fund may require to verify and properly credit the contributions. If acceptable to the Pension Fund, the Employer may submit its contributions electronically.

Section 6

The Employer shall retain the payroll records on which its contribution reports are based. The Pension Fund shall be entitled to have an independent certified public accountant audit the Employer's records from time-to-time to reasonably verify the accuracy and completeness of the Employer's contributions.

Section 7

Contributions to the Pension Fund are part of the compensation package that the Employer has agreed to pay the employees covered by this Agreement for their labor. In the event that the Employer fails to submit contributions and/or contribution reports as required by this Agreement, the Pension Fund shall be entitled to pursue all available legal or equitable recourse to enforce the Employer's obligations under this agreement, without regard to any grievance or arbitration procedures under this Agreement.

Section 8

The Union and the Employer hereby adopt by reference the Pension Fund's Agreement and Declaration of Trust which governs the operations of the Pension Fund as a trust fund established for the purpose of providing retirement income to eligible participants and beneficiaries. A copy of the Agreement and Declaration of Trust has been provided to the Employer.

Section 9. Political League

The Employer shall deduct LPL contributions from the salaries of all bargaining unit employees who voluntarily request such in writing. The employee shall designate the amount of the contribution. All deductions shall be remitted to LPL no later than the fifteenth (15^{th}) calendar day of the following month.

ARTICLE 21
ENTIRE AGREEMENT: SAVINGS CLAUSE

Section 1. Entire Agreement: Waiver

This Agreement constitutes the entire Agreement between the parties and no verbal statements shall supersede any of its provisions. Any amendment supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto. The Employer and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waive the right, and each agrees that the other shall not be obligated to bargain collectively with respect to : (1) any subject or matter specifically referred to or covered in this Agreement; and (2) subjects or matters that arose as a result of the parties' proposals during bargaining, but which were not agreed to.

Section 2. Savings Clause

If any Article or Section of this Agreement or any addenda thereto shall be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal, the remainder of this Agreement and any addendum shall not be affected thereby, and the parties shall immediately negotiate a substitute for the invalidated Article, Section or portion thereof

ARTICLE 22
TERMINATION

Except where and to the extent expressly stated to the contrary, this Agreement shall be effective as of the 1st day of December, 2025. and shall remain in full force and effect until the 30th day of November, 2028.

It shall be automatically renewed for an additional single year unless either party notifies the other in writing between August 1 and September 1, 2028 that it desires to modify the terms or this Agreement. The terms of this Agreement shall remain in full force and effect during the duration of such negotiations and until such notice of intent to terminate this Agreement is provided the other party.

FOR THE EMPLOYER

Hamilton County Government

Kelly Woodrow, Board Chairman

Date: 12-9-25

FOR THE UNION

Laborers' Local 1197

Daniel Wiggins, Business Manager

Date: 12-11-25

Downstate
Illinois Laborers' District council

Dustin Ramage, Business Manager

Date: 12-11-25

APPENDIX A
DUES CHECK-OFF AUTHORIZATION FORM

Laborers' Local 1197
PO Box 56
109 West Market Street
McLeansboro, IL 62859

Hamilton County Government
Highway Department Employees

You are hereby authorized and requested to deduct from wages hereafter due me, and payable on the first pay due me in each calendar month, such sums for Union dues, assessments and fees as may be certified due from me to Laborers' Local 1197 by the Secretary / Treasurer of Laborers' Local 1197 for my account on or before the fifteenth (15th) day of the calendar month for which said deductions are made.

You are further authorized and requested to continue monthly deductions unless written thirty (30) day notice is given to you by me advising you to discontinue such deductions.

Dues, fees, contributions or gifts to Laborers' Local 1197 are not deductible as charitable contributions. However, they may be tax deductible as ordinary business expenses.

_____ _____

Date Employee

APPENDIX "B"
SENIORITY LIST

Highway Department

Donald Lueke	01-01-2010
Cody Wheeler	03-28-2011
Aaron Perryman	08-27-2013
Eldon Winternheimer	03-04-2024
Tyler Murphy	03-18-2024