

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is between the City of Dover (“City” or “Employer”) and the Dover Organization of Employees (“Union” or “DOE”), (collectively, the “Parties”) and is effective on the 19th day of April, 2023.

WHEREAS, the City and the Union are parties a collective bargaining agreement (“CBA”) for the time period of July 1, 2020 through June 30, 2024; and

WHEREAS, the Parties wish to modify and replace the Job Titles/Grade Assignments included in the CBA as Appendix A; and

WHEREAS, the Parties also wish to modify and replace Appendix D, the July 1, 2023 – June 30, 2024 Salary/Progression Table;¹

NOW THEREFORE, the Parties agree as follows:

- 1) A modified version of Appendix A is attached to this MOU. Effective May 1, 2023, it replaces, in full, the original version of Appendix A attached to the CBA, and will remain in effect during the remaining term of the CBA.
- 2) A modified version of Appendix D is attached to this MOU. The Parties agree that it will take effect on May 1, 2023, and that it replaces, in full, the original version of Appendix D attached to the CBA, and that it will remain in effect during the remaining term of the CBA.
- 3) Effective May 1, 2023, all employees will be moved to the minimum wage range (as shown in Appendix D) of the pay grade shown in Appendix A. All employees will then receive a 1.5%, compounded annually, salary increase for every year of service with the City of Dover. Employees will then be rounded up to the next closest step to be placed in grade. Rates will not exceed the maximum of the wage range. No employee will receive less than the hourly dollar amount increase that they would have received on July 1, 2023 under the original CBA.
- 4) Because of the compensation increases provided for in this MOU, the parties agree to amend Article 17, deleting the following language: ~~Effective July 1, 2023, the July 1, 2022 – June 30, 2023 Salary/Progression Table will increase by 2.5%.~~ As such, employees shall not receive a 2.5% increase on July 1, 2023.

¹ For purposes of clarity, this document is described as “Exhibit D” in the CBA. However, the term “Appendix” will be used here to maintain consistency in terminology with Appendix A and the Table of Contents.

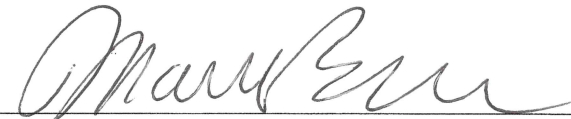
5) This MOU shall take effect immediately upon ratification by the Union and approval by Dover's City Council.

CITY OF DOVER

DOVER ORGANIZATION OF
EMPLOYEES


BY: _____

Dated: 4/19/23


BY: _____

Dated: 4-19-2023


BY: _____

Dated: 4/19/2023

APPENDIX A
JOB TITLES / GRADES ASSIGNMENTS
May 1, 2023 - June 30, 2024

CLERICAL / FINANCE	PAY GRADE
Account Clerk I	15
Account Clerk II	18
Computer Operator	15
Customer Service Clerk I	18
Customer Service Clerk II	21
Field Service Rep I	21
Field Service Rep II	22
Key Punch Operator	12
Office Assistant I	13
Office Assistant II	17
Receptionist	12
Secretary I	15
Secretary II	19
LIBRARY	PAY GRADE
Library Assistant	17
Library Clerk I	13
Library Clerk II	14
Library Page	12
Library Page (<i>hired after 1/26/15</i>)	12
INSPECTIONS / PLANNING	PAY GRADE
Inspector I	22
Inspector I, Fire Marshal's Office	26
Inspector II	25
Inspector II, Fire Marshal's Office	28
Inspector Aid	12
Planning Technician	17
POLICE	PAY GRADE
Animal Control Officer	18
Communications Operator	23
Parking Enforcement Officer	17
Evidence Technician	21
Police Clerk I	18
Police Clerk II	22
Police Clerk II/III (<i>closed 12/22/15</i>)	25
FIRE	PAY GRADE
Fire Dispatcher	23
WAREHOUSE PURCHASING	PAY GRADE
Central Mailroom Clerk	13
Inventory Clerk	15
Material Expeditor	17
Storekeeper/Buyer I	19
Storekeeper/Buyer II	21
VEHICLE MAINTENANCE	PAY GRADE
Mechanic Helper	12
Mechanic I	22
Mechanic II	26

LABOR, TRADES AND TRANSPORTATION	PAY GRADE
CAD Technician	23
Construction Inspector	26
Public Works Inspector	25
BUILDING MAINTENANCE	PAY GRADE
Building Maintenance Craftsperson I	18
Building Maintenance Craftsperson II	20
Building Maintenance Craftsperson III	22
Building Maintenance Utility Technician	17
Custodian I	12
Custodian II	13
GROUNDS MAINTENANCE	PAY GRADE
Arborist	20
Crew Leader	24
Laborer I	15
Laborer II	18
Lead Laborer	22
MEO I	17
MEO II	20
Gardener I	20
Gardener II	22
Small Enginer Mechanic	21
SANITATION / STREETS / CONSTRUCTION / WATER / WASTEWATER	PAY GRADE
Crew Leader	24
Heavy Equipment Operator I	22
Heavy Equipment Operator II	23
Laborer I	15
Laborer II	18
Lead Laborer	22
MEO I	17
MEO II	20
MEO III	22
Sign/Street Painter	20
Utility Construction Worker	21
Utility Construction Crew Leader	25
Utility Locator I	14
Utility Locator II	16
Utility Maintenance Mechanic I	22
Utility Maintenance Mechanic II	26
Water Service Person	23
Water Treatment Plant Operator I	22
Water Treatment Plant Operator II	26

Appendix D
DOE Wage Scale
May 1, 2023 - June 30, 2024

Grade	1 Step A	2 Step B	3 Step C	4 Step D	5 Step E	6 Step F	7 Step G	8 Step H	9 Step I	10 Step J	11 Step K
12	15.47	15.73	16.21	16.70	17.21	17.66	18.14	18.61	19.11	19.63	20.14
13	16.04	16.32	16.82	17.34	17.86	18.35	18.82	19.33	19.85	20.38	20.92
14	16.65	16.94	17.46	18.00	18.55	19.05	19.55	20.08	20.62	21.17	21.74
15	17.29	17.60	18.14	18.70	19.28	19.80	20.32	20.88	21.43	22.01	22.61
16	17.95	18.26	18.82	19.42	20.02	20.56	21.12	21.67	22.27	22.87	23.50
17	18.63	18.96	19.55	20.16	20.79	21.36	21.94	22.53	23.14	23.76	24.42
18	19.37	19.71	20.33	20.97	21.63	22.21	22.83	23.44	24.07	24.74	25.41
19	20.20	20.56	21.20	21.88	22.56	23.17	23.82	24.47	25.14	25.82	26.53
20	21.09	21.47	22.16	22.86	23.59	24.22	24.88	25.56	26.28	27.01	27.73
21	22.01	22.41	23.12	23.86	24.62	25.30	25.98	26.69	27.43	28.20	28.98
22	22.98	23.40	24.15	24.92	25.71	26.41	27.13	27.88	28.66	29.47	30.29
23	23.98	24.42	25.20	26.00	26.84	27.60	28.36	29.14	29.95	30.79	31.65
24	25.04	25.51	26.32	27.18	28.05	28.82	29.62	30.45	31.31	32.18	33.08
25	26.14	26.64	27.49	28.40	29.31	30.10	30.94	31.81	32.70	33.62	34.56
26	27.29	27.81	28.70	29.65	30.60	31.43	32.31	33.22	34.15	35.11	36.09
27	28.49	29.03	29.96	30.95	31.94	32.80	33.72	34.66	35.63	36.63	37.66
28	29.74	30.31	31.28	32.31	33.34	34.24	35.20	36.19	37.20	38.24	39.31

Appendix D
DOE Wage Scale
May 1, 2023 - June 30, 2024

Grade	12 Step L	13 Step M	14 Step N	15 Step O	16 Step P	17 Step Q	18 Step R	19 Step S	20 Step T	21 Step U	22 Step V
12	20.68	21.24	21.62	22.01	22.41	22.81	23.24	23.66	24.08	24.44	24.81
13	21.50	22.08	22.48	22.89	23.30	23.72	24.16	24.60	25.04	25.42	25.80
14	22.33	22.94	23.35	23.79	24.22	24.66	25.11	25.57	26.03	26.43	26.82
15	23.23	23.87	24.30	24.75	25.20	25.67	26.14	26.62	27.10	27.51	27.92
16	24.13	24.80	25.25	25.72	26.19	26.67	27.16	27.66	28.18	28.60	29.03
17	25.08	25.77	26.25	26.73	27.22	27.72	28.23	28.76	29.29	29.73	30.17
18	26.12	26.83	27.32	27.83	28.34	28.86	29.40	29.94	30.50	30.96	31.42
19	27.27	28.02	28.54	29.06	29.60	30.15	30.71	31.29	31.87	32.35	32.84
20	28.52	29.30	29.85	30.40	30.97	31.54	32.13	32.73	33.34	33.84	34.35
21	29.78	30.62	31.19	31.77	32.36	32.97	33.58	34.22	34.85	35.37	35.90
22	31.13	32.00	32.60	33.20	33.83	34.46	35.11	35.77	36.44	36.99	37.55
23	32.54	33.45	34.07	34.71	35.37	36.03	36.71	37.39	38.10	38.67	39.25
24	34.02	34.96	35.61	36.29	36.95	37.66	38.38	39.09	39.84	40.44	41.05
25	35.53	36.52	37.21	37.92	38.60	39.33	40.08	40.80	41.58	42.20	42.83
26	37.10	38.14	38.86	39.60	40.31	41.08	41.86	42.61	43.42	44.07	44.73
27	38.71	39.79	40.55	41.32	42.06	42.86	43.67	44.46	45.30	45.98	46.67
28	40.41	41.54	42.33	43.13	43.91	44.74	45.59	46.41	47.29	48.00	48.72

For any employee hired after July 1, 2021, upon hire, management reserves the right to place new hires in Step A-E.