

# **AGREEMENT**

**City of Sun Prairie**

**and**

**International Association of Fire Fighters Local 311  
Firefighter Unit**

**2025-2027**

## Table of Contents

<b>Article 1 – Recognition .....</b>	<b>3</b>
<b>Article 2 – No Discrimination .....</b>	<b>3</b>
<b>Article 3 – Amendments, Savings Clause, No other Agreement .....</b>	<b>4</b>
<b>Article 4 – No Strike.....</b>	<b>4</b>
<b>Article 5 – Management Rights.....</b>	<b>4</b>
<b>Article 6 – Notice of Work Rules.....</b>	<b>5</b>
<b>Article 7 – Union Representation, Membership, Dues, Payroll Deductions .....</b>	<b>5</b>
<b>Article 8 – Union Business.....</b>	<b>6</b>
<b>Article 9 – Grievance and Arbitration Procedure.....</b>	<b>7</b>
<b>Article 10 – Probation.....</b>	<b>9</b>
<b>Article 11 – Seniority .....</b>	<b>9</b>
<b>Article 12 – Hours of Work, Exchanges.....</b>	<b>10</b>
<b>Article 13 – Pay Policy.....</b>	<b>10</b>
<b>Article 14 – Overtime .....</b>	<b>10</b>
<b>Article 15 – Emergency Call Back.....</b>	<b>13</b>
<b>Article 16 – Hold Over.....</b>	<b>13</b>
<b>Article 17 – Jury Service .....</b>	<b>13</b>
<b>Article 18 – Subpoenaed Witness.....</b>	<b>13</b>
<b>Article 19 – Family and Medical Leave .....</b>	<b>14</b>
<b>Article 20 – Additional Medical Leave of Absence.....</b>	<b>14</b>
<b>Article 21 – Military Leave .....</b>	<b>14</b>
<b>Article 22 – Bereavement Leave .....</b>	<b>14</b>
<b>Article 23 – Training and Staff Meetings .....</b>	<b>15</b>
<b>Article 24 – Sick Leave .....</b>	<b>16</b>
<b>Article 25 – Vacation Leave.....</b>	<b>17</b>
<b>Article 26 – Holiday Leave.....</b>	<b>18</b>
<b>Article 27 – Insurance.....</b>	<b>19</b>
<b>Article 28 – Pension.....</b>	<b>20</b>
<b>Article 29 – Retirement.....</b>	<b>20</b>
<b>Article 30 – Worker’s Compensation .....</b>	<b>21</b>
<b>Article 31 – Acting Lieutenants .....</b>	<b>21</b>
<b>Article 32 – Uniforms .....</b>	<b>21</b>
<b>Article 33 – Loss or Damage.....</b>	<b>22</b>
<b>Article 34 – Common Mess .....</b>	<b>22</b>
<b>Article 35 – Continuation of Benefits .....</b>	<b>22</b>
<b>Article 36 – Outside Employment.....</b>	<b>22</b>
<b>Article 37 – Medical Exams .....</b>	<b>22</b>
<b>Article 38 – Duration of Agreement .....</b>	<b>23</b>

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42

**Preamble**

THIS AGREEMENT, made and entered into this 3rd day of December, 2024, at Sun Prairie, Wisconsin, pursuant to the provisions of Chapter 111.70, Wisconsin Statutes, and other applicable sections of the statutes, by and between the City of Sun Prairie, hereinafter referred to as the “City” or the “Employer”, and Local 311, Firefighter Unit of the International Association of Fire Fighters, AFL-CIO, hereinafter referred to as the “Union.”

**Purpose of Agreement**

It is the intent and purpose of the parties hereto, that this Agreement constitutes an implementation of the provisions of Chapter 111.70, Wisconsin Statutes, and provides for orderly and constructive employment relations in the public interest, and in the interest of employees hereby covered, and the City as an employer.

**Article 1 – Recognition**

The City recognizes the International Association of Fire Fighters Local 311 as the sole and exclusive bargaining representative for all Regular Full-Time Firefighters and Fire Inspectors. Specifically excluded from the bargaining unit are Limited-Term, Temporary, and Casual Employees; Confidential, Supervisory, Managerial, and Executive employees; and all other non-firefighting personnel employed by the City.

**Article 2 – No Discrimination**

The Employer and the Union agree that there shall be no unlawful discrimination on the basis of actual or perceived race, color, creed, religion, national origin, ancestry, age, sex/gender, disability, arrest/conviction record, marital status, sexual orientation, gender identity and/or gender expression, political affiliation, results of genetic testing, honesty testing, pregnancy or childbirth, military service, disabled veteran or covered veteran status, service in the U.S. Armed Force, the State Defense force, National Guard of any state, or any reserve component of the United States or State military forces, use or nonuse of lawful products off the employer’s premises during nonworking hours, or an individual’s affiliation with or perceived affiliation with any of these protected categories. Because of the availability of state and federal forums for the resolution of such complaints of discrimination, it is agreed and understood that the provisions of this article shall not be subject to the arbitration provisions of this Agreement.

43 **Article 3 – Amendments, Savings Clause, No other Agreement**

44

45 1. Amendments

46 This Agreement may be amended by mutual consent of the parties. Such amendment(s)  
47 shall be in writing.

48

49 2. Savings Clause

50 A. Each and every clause of this Agreement shall be deemed severable from each and  
51 every other clause of this Agreement, to the end that in the event any clause or  
52 clauses shall be finally determined to be in violation of any law, then, and in such  
53 event, said clause or clauses only, to the extent that any may be so in violation, shall  
54 be deemed of no force and effect and unenforceable, without impairing the validity  
55 and enforceability of the rest of the Agreement, including any and all provisions in  
56 the remainder of any clause, sentence or paragraph in which such offending  
57 language may appear.

58 B. In the event of such contract clause invalidation, both the City and the Union agree to  
59 meet and negotiate a valid clause reflecting the prior intent of the parties, and absent  
60 agreement, follow appropriate resolution procedures.

61

62 3. No Other Agreement

63 The City agrees not to enter into any other Agreement, written or verbal, with Bargaining  
64 Unit personnel, individually or collectively, which in any way conflicts with the provisions  
65 of this Agreement or usurps the Union's representative function.

66 **Article 4 – No Strike**

67

68 The Union pledges itself to make every effort to maintain unimpaired firefighting service  
69 to the community. It shall not cause, nor counsel its members, individually or in concert,  
70 to strike, slow down, disrupt, impede or otherwise impair the normal functions of the  
71 Department, or to refuse to perform any customarily assigned duties, including  
72 overtime, or shall any employee participate in such prohibited activity. The occurrence  
73 of any such prohibited acts or actions by the Union, or its members, shall be deemed a  
74 violation of this Agreement and shall be subject to discipline, up to and including  
75 discharge.

76

77 **Article 5 – Management Rights**

78

79 The Union recognizes the prerogatives of the City, the Fire/EMS Chief, and other  
80 supervisory or management personnel, to operate and manage its affairs in all  
81 respects, in accordance with its responsibilities and the powers of authority which the  
82 City has not abridged, delegated or modified by this Agreement, and such powers or  
83 authority are clearly retained by the City.

84

85

86

87 These management rights include, but are not limited to the following:

88

89 1. To plan, direct and control the operation of the work force;

90 2. To hire, promote, assign, train or retrain employees;

91 3. To determine the size and composition of the work force and to transfer or layoff  
92 employees;

93 4. To establish and enforce reasonable work rules;

94 5. To establish and uniformly apply reasonable standards of job performance;

95 6. To demote, suspend, discipline, discharge, or take other appropriate disciplinary  
96 action against employees, for just cause;

97 7. To determine to what extent any process, service or activities of any nature  
98 whatsoever shall be added, modified, eliminated or obtained by contract with any  
99 other employer;

100 8. To schedule overtime as required in the manner most advantageous to the City and  
101 in the public interest, consistent with other sections of the contract; and

102 9. To schedule the hours of work and assignment of duties.

103

104 All of which shall be in compliance with and subject to provisions of this Agreement, and  
105 provided that nothing contained herein shall be used by the Employer to discriminate  
106 against the Union or any employee.

107

108

109

### **Article 6 – Notice of Work Rules**

110

111 When any new work rules, personnel policies, and/or other rules of the department are  
112 issued or enacted, a copy of said shall be provided to the Union Steward at the time of  
113 issuance or enactment.

114

115

116

### **Article 7 – Union Representation, Membership, Dues, Payroll Deductions, City Harmless**

117

118

119 1. Representation

120 All bargaining unit members retain the right of Union representation on any matters  
121 regarding disciplinary action. The Union will represent all of the employees in the  
122 bargaining unit, members and non-members, fairly and equally.

123

124 2. Membership

125 Membership in the Union is not compulsory. An employee may join the Union and  
126 maintain membership therein consistent with its constitution and by-laws. No employee  
127 will be discriminated against in the processing of their membership application,  
128 consistent with Article 2 of this Agreement.

129

130

131

132 3. Dues

133 When authorized by the employee in writing, the City shall deduct from the bi-weekly  
134 earning of each employee in the bargaining unit the amount of bi-weekly dues certified  
135 by the Union Treasurer as the current dues uniformly required of all bargaining unit  
136 members, and forward them to the Union monthly.

138 4. Payroll Deductions

139 The City agrees to establish additional payroll deductions for the Union's voluntary  
140 contribution programs. The Union will administer the program and bear the costs  
141 associated with said programs. The amount deducted shall be a flat dollar amount bi-  
142 weekly as designated by the employee, and provided to the Union under the same  
143 guidelines as dues deductions.

145 5. Hold Harmless

146 The Union agrees to indemnify and hold the City harmless in the event of any legal  
147 controversy with regard to the application of this article.

149 **Article 8 – Union Business**

150  
151 Representatives of the Union having business with officers and members of the Union  
152 may confer with such officers or members during the course of the work day for a  
153 reasonable length of time, provided such activities do not impede the operation of Sun  
154 Prairie Fire/EMS and, as much as practicable, prior notice has been given to the Fire/  
155 EMS Chief.

156  
157 The Union may designate a Steward who shall have authority to process grievances.  
158 The Employer agrees that the Steward may be allowed reasonable time to process  
159 grievances, without loss of pay. The union agrees to provide the list of the Steward and  
160 designated negotiators to the City by April 1<sup>st</sup> each year.

161  
162 The Union may designate up to three (3) negotiators who shall be eligible to attend  
163 negotiations of a successor agreement. Of the three (3), only one (1) on-duty negotiator  
164 shall be eligible to attend negotiations without loss of pay. This provision shall apply  
165 regardless of the presence of off-duty members at negotiations. Nothing in this  
166 provision shall be construed to limit the number of off-duty personnel who may attend  
167 negotiations. The on-duty negotiator attending negotiations shall be subject to call as  
168 the needs of the Department dictate.

169  
170 An on-duty Steward requesting leave to process grievance or attend negotiations shall  
171 first secure permission from the Fire/EMS Chief or designee.

172  
173 The City shall provide space on the bulletin board at all stations and permit the use of  
174 same for Union announcements. A reasonable amount of time will be allowed members  
175 of the Union to post Union notices and to make necessary phone calls. A reasonable

176 amount of time, as determined by the Fire/EMS Chief, will be allowed members on duty  
177 to meet and vote in Union elections and referendums, but on-duty personnel shall not  
178 be allowed to leave their assigned duty for this purpose.

179  
180 Notices and announcements shall not contain anything political or controversial, or  
181 anything reflecting upon the City, any of its employees or officers, or any labor  
182 organization among its employees. Any notices or bulletins posted shall comply with  
183 applicable laws, rules and regulations of governmental agencies, and the provisions of  
184 this Agreement. No material, notices, or announcements which violate the provisions of  
185 this section shall be posted.

186

### 187 **Article 9 – Grievance and Arbitration Procedure**

188

189 A grievance is a complaint by an employee or group of employees for whom the Union  
190 is bargaining agent, which involves the interpretation, application, or enforcement of any  
191 of the provisions of this Agreement. Work rules, personnel policies, and other rules of  
192 the department may be challenged through the grievance procedure on the grounds  
193 that they violate particular provisions of the agreement or that they are unfair,  
194 unreasonable, arbitrary, or discriminatory. When a new work rule, personnel policy or  
195 other rule is enacted, a grievance that such rule or policy is unfair, unreasonable,  
196 arbitrary or discriminatory, on its face, that grievance must be filed within the time limits  
197 set forth below. The time limit for a grievance based on the application of such rule or  
198 policy starts when the rule or policy is applied.

199

200 All grievances must be presented in writing and all replies to grievances shall likewise  
201 be in writing. If an employee files a grievance their work status will not be affected in any  
202 way by reason of filing the grievance.

203

204 All written grievances shall contain the name of the aggrieved party or parties, a clear  
205 statement of the grievance, the issue involved, the contract provision(s) alleged to have  
206 been violated or involved, the date the incident took place, the remedy requested,  
207 signature of the grievant or a Union officer, and the Date of the written statement. In the  
208 event of a grievance, the employee shall perform the assigned task and grieve the  
209 assignment later.

210

211 Grievances shall be presented within fifteen (15) calendar days from the date the  
212 employee first became aware of the cause of the grievance. The employee may  
213 request the assistance of a Union representative of their own choosing in preparing and  
214 processing a grievance. Both the employee and their representative (if a City  
215 employee) will be allowed a reasonable amount of paid time for purposes of actually  
216 filing the grievance and meeting with management. An employee will not be reimbursed  
217 for time spent in such activities outside their regular hours of work. In addition, an  
218 employee will not be compensated for any expenses incurred in processing a grievance.

219

220 Grievances shall be processed as follows:

- 221 1. Complete the grievance, in writing, and forward it to the Fire/EMS Chief within  
222 fifteen (15) calendar days from the date the employee first became aware of the  
223 circumstances giving rise to the grievance.  
224
- 225 2. Within fifteen (15) calendar days of receiving the grievance, the Chief (or designee)  
226 shall issue an answer. This step may or may not involve a meeting with the grievant and  
227 Union steward/officer. Such answer shall be in writing.
- 228 3. Within fifteen (15) days of receiving the decision, the employee or Union may appeal  
229 the decision, in writing, to the City Administrator.  
230
- 231 4. If appealed, the City Administrator shall hear the grievance within thirty (30)  
232 calendar days, and serve the employee and Union with a decision, in writing, within thirty  
233 (30) calendar days of the date the grievance is heard by the City Administrator.  
234
- 235 5. Based upon mutual agreement, the parties may agree to extend any of the above  
236 time frames.  
237
- 238 If an employee or the Union fails to process a grievance in writing to the next level within  
239 the time limits, the decision reached at the preceding level will stand.  
240
- 241 If management fails to provide a written response within the time limits, the grievance  
242 shall be deemed denied and the employee may present the grievance to the next level.  
243
- 244 If the grievance is not settled in accordance with the foregoing procedure, the Union  
245 may refer the grievance to binding arbitration within fifteen (15) calendar days after  
246 receipt of the City Administrator's answer. The parties shall attempt to agree upon an  
247 arbitrator within five (5) calendar days after receipt of notice of referral, and in the event  
248 the parties are unable to agree upon an arbitrator within said five (5) day period, either  
249 party may request the WERC to submit a panel of three (3) staff arbitrators. The parties  
250 shall alternately strike names from said panel until one name remains. The party  
251 requesting arbitration shall be the first to strike a name.  
252
- 253 The arbitrator shall set a time and place, subject to availability of the City and Union  
254 representatives. All arbitration hearings shall be held in Sun Prairie.  
255
- 256 All expenses of the arbitrator shall be borne equally by both parties. Expenses relating  
257 to the calling of witnesses or any other similar expense associated with such  
258 proceedings shall be borne by the party at whose request such witnesses are required.  
259 If both parties request that a record of the proceedings be made, the parties shall  
260 equally share the entire cost of such service, including a copy for the arbitrator.  
261
- 262 The arbitrator shall act in a judicial capacity and shall not have the right to amend,  
263 modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The  
264 arbitrator's authority is limited to deciding the issue submitted by the parties. The  
265 arbitrator shall submit their decision in writing. The decision shall be based upon his/

266 her interpretation of the meaning or application of the terms of this Agreement, related  
267 to the facts of the grievance presented. A decision rendered consistent with the terms of  
268 this Agreement shall be final and binding upon the parties.  
269  
270

### 271 **Article 10 – Probation**

272  
273 All newly hired employees shall serve a twelve (12) month probationary period.  
274 Performance reviews will be made at six (6) and twelve (12) months. The probationary  
275 period may be extended by mutual agreement. During an employee's probationary  
276 period the Employer may discharge the employee and said discharge shall not be  
277 subject to review.

278 Employees promoted to a classification within the bargaining unit will serve a twelve  
279 (12) month probationary period for the promoted classification. Within the probationary  
280 period, a promoted employee can be returned to the employee's previous classification  
281 at the discretion of the Fire/EMS Chief, or the promoted employee can return to the  
282 employee's previous classification upon their request.  
283  
284

### 285 **Article 11 – Seniority**

286  
287 For the purposes of layoff and recall, seniority shall accrue from the employee's most  
288 recent beginning date of employment within the bargaining unit.  
289

290 An employee's seniority shall be terminated for any of the following reasons:

- 291 1. the employee quits;
- 292 2. the employee is discharged;
- 293 3. the employee is laid off for a period exceeding one (1) year;
- 294 4. the employee fails, within seven (7) days after service of notice, to respond to recall  
295 from lay-off after written notice by certified mail is sent to the employee at the last  
296 address appearing on the Employer's records;
- 297 5. the employee is absent from employment for three (3) consecutive working days  
298 without notice to the Employer;
- 299 6. the employee retires;
- 300 7. the employee fails to return to work upon expiration of an approved leave of  
301 absence;
- 302 8. If an employee is transferred, appointed, or promoted to a non-bargaining unit  
303 position with the Employer and returns to a bargaining unit position within one (1)  
304 year, the employee shall retain all previously accrued seniority. If an employee  
305 returns to a bargaining unit position from a non-bargaining unit position beyond one  
306 (1) year, all previous seniority shall be lost. The loss of seniority shall not negatively  
307 affect an employee's benefits earned based on years of service.

308  
309 Upon request by the Union, the Employer agrees to provide the Union with a current

310 seniority list.

311

312 When the Employer decides to lay off and recall employees, employees shall be laid off  
313 and recalled by seniority generally, and by qualifications (job related certifications) in  
314 cases where specific skills are required. The Employer agrees to notify the Union in  
315 writing of all layoff and recall notices. Laid off employees will remain on a recall list for  
316 one year.

317

### **Article 12 – Hours of Work, Exchanges**

318

319 Effective January 1, 2024, full-time Firefighter employees shall be scheduled to work a  
320 rotational schedule of twenty-four (24) or twelve (12) hour shifts-totaling forty-eight (48)  
321 hours per week, two thousand four hundred ninety-six (2,496) hours per year. The work  
322 period shall be twenty-seven (27) days.

323

324 Full-time Inspector employees shall be scheduled to work a rotational schedule of ten  
325 (10) or eight (8) hour shifts totaling forty (40) hours per week, two thousand eighty  
326 (2,080) hours per year. The work period shall be fourteen (14) days coinciding with the  
327 bi-weekly pay period.

328 An alternate work schedule may be set by the Fire/EMS Chief during approved light  
329 duty assignments. Such schedule will be communicated in advance and not exceed the  
330 employee's regularly scheduled work hours on a weekly basis. Employees who choose  
331 not to work the alternate schedule available, whether in full or in part, may use  
332 appropriate time off as defined by policy.

333

334 Employees shall be allowed to exchange shifts, or parts thereof, provided they give  
335 written notice to, and with prior approval of, the Fire/EMS Chief or designee. Requests  
336 for all shift exchanges shall be made electronically. Responsibility for working transfers to  
337 the replacement worker.

338

339 The maximum number of consecutive hours an employee may work is seventy-two (72),  
340 except in cases of an emergency as determined by the Fire/EMS Chief or designee.

341

342

### **Article 13 – Pay Policy**

343

344 Full-time Firefighters and Fire Inspectors shall be compensated according to the salary  
345 schedules, classifications and ranges designated in Appendix A.

346

347 Employees are required to participate in the direct deposit program for all wage  
348 payments.

349

### **Article 14 – Overtime**

350 All authorized work in excess of the rotational schedules defined in Article - 12 shall be

351 compensated at the rate of time and one-half (1 ½) or as otherwise defined in this  
352 Agreement. All approved paid leave as identified in this Agreement shall be considered  
353 as time worked in computing overtime. Employees will be paid for all additional hours  
354 worked in increments of fifteen (15) minutes (.25 hour). Overtime compensation for  
355 additional hours worked shall be calculated at the end of each bi-weekly pay period and  
356 paid on the next pay date.

357  
358 Staffing Overtime

359 The Fire/EMS Chief or designee may prescribe additional hours of work to meet  
360 operational needs. In general, open shifts shall be available first to LTE Paid-on-  
361 Premise Staff. If an open shift is not filled by an LTE Paid-on-Premise staff member ten  
362 (10) days prior to the start of the open shift, the additional hours shall be offered to full-  
363 time staff working the 2,496 hours per year rotational schedule in accordance with the  
364 following guidelines:

365  
366 *Overtime shifts are filled in 12-hour increments.*

367  
368 The overtime list is a combined forced/voluntary list. For events involving voluntary  
369 overtime and more than one (1) employee volunteers, the most senior employee with  
370 the least amount of overtime hours is chosen. For forced overtime, the least senior  
371 employee with the lowest overtime hours is chosen. On January first (1<sup>st</sup>) of each year,  
372 the list is reordered by seniority.

373  
374  
375 1. All full-time staff shall be notified of an open shift by phone call, text or direct  
376 messaging. One phone call, text or direct message to the primary telephone number  
377 listed for the full- time staff members shall be considered to constitute an offer of  
378 overtime. Full-time staff shall have twenty-four (24) hours from the time the notification  
379 is sent to notify the Fire/ EMS Chief or designee of their desire to fill the open shift.  
380 Using the Forced/Voluntary Overtime List, the person desiring to fill the open shift who is  
381 the most senior with the lowest accumulated hours on the list will be offered the  
382 additional hours. As additional hours are worked, those hours shall be recorded on the  
383 Forced/Voluntary Overtime List and the order of names on the list will be adjusted  
384 according to additional hours worked (least to most). When an open shift occurs with  
385 fewer than ten (10) days but greater than one (1) day prior to the start of the open shift,  
386 the Fire/EMS Chief or designee may use the procedure in this Section or the procedure  
387 in Section 2 to fill the shift at their discretion.

388  
389 2. If an open shift is not filled voluntarily following the twenty-four (24) hour notification  
390 period described above, the Fire/EMS Chief or designee shall assign a full-time staff  
391 member to fill the opening. Using the Forced/Voluntary Overtime List, established  
392 initially by reverse seniority (least to most), the employee highest on the list who is not  
393 on an authorized form of leave and can fill the opening without being required to work in  
394 excess of forty-eight (48) hours will be assigned to fill the shift. All effort will be made to  
395 not force employees during their five (5) day drop week or three (3) day break period for

396 twelve (12) hour employees. The employee may inform the Fire/EMS Chief that they  
397 would prefer to have the shift filled by another full-time staff member or LTE Paid-on-  
398 Premise staff member. If another full-time or LTE Paid-on-Premise staff member is  
399 available to fill the shift, the assigned full-time staff member will no longer be assigned to  
400 the shift and will be returned to their previous place on the Forced/Voluntary Overtime  
401 List. A full-time staff member forced to fill an open shift will be moved to the bottom of  
402 the Forced/Voluntary Overtime List and their accumulated hours will be added to their  
403 total.

404

405 3. If an open shift occurs less than twenty-four (24) hours prior to the start of the open  
406 shift, the Fire/EMS Chief or designee shall offer the open shift to the on- duty full-time  
407 staff members in an attempt to fill the open shift voluntarily. If the open shift is not filled  
408 voluntarily, the person who is highest on the Forced Overtime List and who is on-duty  
409 will be assigned to fill the open shift. When such a short notice open shift occurs, and  
410 following the assignment of a full- time staff member to assure staffing needs are met,  
411 the Fire/EMS Chief or designee shall notify the off-duty full-time staff and the LTE Paid-  
412 on-Premise staff in an attempt to fill the open shift voluntarily thereby relieving the  
413 forced employee from fulfilling the remainder of the shift. As in guideline 2. above, a full-  
414 time staff member forced to fill an open shift will be moved to the bottom of the Forced  
415 Overtime List regardless of the number of hours worked filling the shift.

416

417 4. When it is necessary to force someone to fill an open shift, each person shall be  
418 afforded the right to invoke a skip, thereby shifting the force to the next person. A skip  
419 may be used only once during each calendar year.

420

421 The 2,080 hours per year Fire Inspector is excluded from the Voluntary and Forced  
422 Overtime Lists. This shall not prevent the Fire/EMS Chief or designee from assigning the  
423 Fire Inspector to fill a staffing shortage on the fire apparatus during their regularly  
424 scheduled shift. The Fire/EMS Chief or designee may also offer the Fire Inspector other  
425 overtime work opportunities.

426

#### 427 Compensatory Time Off (Fire Inspector)

428 Overtime, as identified in this Article, shall be paid in cash provided however, that the  
429 Inspector may elect to receive compensatory time off in lieu of a cash payment at the  
430 rate of one and one- half (1-1/2) hours of compensatory time off for each hour of  
431 overtime worked. The maximum amount of compensatory time off that the Fire  
432 Inspector can accumulate is forty (40) hours. The use of compensatory time off shall  
433 follow the vacation selection guidelines as identified in Article 25.

434

435 The Fire Inspector may submit a request to be paid out for all or a portion of their  
436 accumulated compensatory time off throughout the calendar year. The requested payout  
437 shall occur on the next pay date if submitted early enough, otherwise on the following  
438 pay date. On the first pay date in December, all unused or unscheduled compensatory  
439 time off shall be paid out. All unused compensatory time off shall be paid out when  
440 leaving employment for any reason. In the event of death, any unused compensatory  
441 time off shall be added to the last payroll check due to the employee. Payout of

442 compensatory time off shall be paid at the hourly rate in effect at the time of payout.

443

444 No Pyramiding of Overtime Pay

445 It is the parties' intent that there shall be no pyramiding or duplication of overtime  
446 payments under the various provisions of this Agreement providing for overtime pay.

447

448

**Article 15 – Emergency Call Back**

449

450 An employee who is called back to emergency duty due to unforeseen staffing  
451 shortages including, but not limited to, on-duty sickness, on-duty injury, and/or large-  
452 scale incidents shall receive a minimum of two (2) hours compensation at time and one-  
453 half (1 ½) their hourly rate.

454

455 In the event of an emergency call back that results in an employee having to fill the  
456 remainder of a shift, the Fire/EMS Chief or designee, may offer or assign the overtime  
457 shift outside of the methods described in Article 14 for the purpose of meeting the City's  
458 immediate and unforeseen operational needs.

459

460

**Article 16 – Hold Over**

461

462 An Employee held over at the end of their shift or called in early for a shift shall be  
463 compensated at time and one-half (1 ½) their hourly rate, in multiples of fifteen (15)  
464 minutes (.25 hour). An employee that is held over for greater than five (5) hours or  
465 called in early for greater than two (2) hours shall have that time counted as a forced  
466 overtime assignment and will be moved to the bottom of the Forced Overtime List.

467

468

469

**Article 17 – Jury Service**

470

471 Employees who are called for jury service in any court of the State of Wisconsin or of  
472 the United States shall be granted a leave of absence without loss of pay to serve as a  
473 juror. Such employees shall be entitled to the option of either receiving their jury duty  
474 pay or receiving their regular pay for their normal schedule of hours on any day they are  
475 absent due to jury duty. If the employee chooses to receive the regular pay from the  
476 City, the full amount of jury duty pay, including all expenses other than mileage and  
477 meals, shall be reimbursed to the City by the employee. Any employee who reports to  
478 jury duty, but who is released from jury duty prior to the end of the employee's normal  
479 work day, shall return to their place of work within a reasonable time period.

480

481

**Article 18 – Subpoenaed Witness**

482

483 If an employee is subpoenaed to testify while off-duty in a matter related to City

484 employment, the employee will be compensated at time and one-half (1 ½) their hourly  
485 rate for all time and expenses related to such testimony, including, but not limited to,  
486 parking, mileage, and preparation time as authorized by the City.  
487

488 If an employee is subpoenaed to testify in a matter not directly related to City  
489 employment, the employee will provide notice and proof of the need to be released from  
490 duty. The employee may use accumulated holiday leave or vacation leave to maintain  
491 normal pay.  
492  
493

### 494 **Article 19 – Family and Medical Leave**

495  
496 Eligible employees shall be granted leaves of absence pursuant to the Wisconsin and  
497 Federal Family and Medical Leave Laws.  
498  
499

### 500 **Article 20 – Additional Medical Leave of Absence**

501  
502 An employee requiring additional medical leave of absence, without pay, beyond the  
503 State and Federal Family Medical Leave Laws, shall secure written permission from the  
504 City Administrator thirty (30) days prior to such leave. The maximum leave of absence  
505 shall be ninety (90) calendar days. During the period of absence the employee shall not  
506 engage in employment which violates their medical restrictions and shall provide a  
507 written medical update of their condition every thirty (30) days. Failure to comply with  
508 this provision may result in immediate discharge. The Employer shall notify the Union in  
509 writing of any leave of absence as soon as possible after it is granted.  
510

511 The employee must make advance arrangements for continuation of any benefits  
512 identified in this Agreement or otherwise offered by the City.  
513  
514

### 515 **Article 21 – Military Leave**

516  
517 Any employee duly enrolled in the military service of the United States shall be entitled to  
518 all benefits provided by any applicable State or Federal laws.  
519

520 Any employee, who is required to take leave to fulfill military reserve obligations or  
521 Wisconsin National Guard obligations, shall be paid the difference, if any, between their  
522 normal compensation for scheduled hours of work missed, and the amount paid for the  
523 military activity, up to a maximum of three hundred sixty (360) hours per year. Military  
524 leave may be taken in twelve-hour increments.  
525

### 526 **Article 22 – Bereavement Leave**

527  
528 Regular full-time employees shall be allowed paid leave for bereavement according to

529 the following schedule.

530

531 • Forty-eight (48) hours for employees working 2,496 hours per year and forty  
532 (40) hours for employees working 2,080 hours per year bereavement leave is allowed  
533 for the death of a parent, spouse, child, brother, sister, and grandparent of the  
534 employee.

535

536 • Twenty-four (24) hours for employees working 2,496 hours per year and twenty (20)  
537 hours for employees working 2,080 hours per year bereavement leave is allowed for the  
538 death of a great- grandparent, grandparent-in-law, grandchild, parent-in-law, brother-in-  
539 law, sister-in- law, and relative of the employee or spouse living in the employee's  
540 house.

541

542 • Twelve (12) hours for employees working 2,496 hours per year and ten (10) hours  
543 for employees working 2,080 hours per year bereavement leave is allowed to attend the  
544 funeral or memorial service of an aunt, uncle, cousin, niece or nephew of the employee.

545

546 Bereavement leave is not intended to accrue or accumulate over time and should be used  
547 within a reasonable time. Sick leave may be used to extend bereavement leave with the  
548 Fire/EMS Chief's approval.

549

550

551

### **Article 23 – Training and Staff Meetings**

552

553 Regular monthly training will occur on dates selected by the Fire/EMS Chief, or their  
554 designee. On-duty employees will participate in the regular trainings unless committed  
555 to other department business. Employees are expected to attend a maximum of six (6)  
556 fire trainings per calendar year, and a maximum of two (2) Emergency Medical  
557 Responder (EMR)/Emergency Medical Technician (EMT) trainings per calendar year.  
558 The Fire/EMS Chief or designee will assign off-duty employees to trainings as needed  
559 to assure the required number of trainings per calendar are met. If an employee misses  
560 a mandatory training, as designated by the Fire/EMS Chief, alternative training will be  
561 scheduled during their regular hours of work. Off-duty employees participating in  
562 approved trainings will be compensated at the rate of one and one-half (1-1/2) times  
563 their hourly rate of pay with a minimum of three (3) hours.

564

565 All Firefighters must obtain a Wisconsin EMR or EMT certification at the Fire/EMS  
566 Chief's discretion within two years of employment, or alternative date designated by the  
567 Fire/EMS Chief based upon staffing needs and class/training availability, and maintain  
568 such certification during their employment without lapse. The Employer shall provide the  
569 necessary training to obtain the certification. Following certification, the Employer shall  
570 conduct a sufficient number of training sessions during the course of the State of  
571 Wisconsin re-licensure period to ensure license renewal requirements are met. Off-duty  
572 employees assigned to attend training will be compensated at the rate of one and one-

573 half (1-1/2) times their hourly rate of pay with a minimum of three (3) hours per training  
574 session.

575

576 The Fire/EMS Chief may schedule department staff meetings. On-duty employees will  
577 participate in the staff meetings unless committed to other department business. Off-  
578 duty employees assigned to attend staff meetings and will be compensated at the rate of  
579 one and one-half (1-1/2) times their hourly rate of pay with a minimum of three (3)  
580 hours.

581

582

### **Article 24 – Sick Leave**

583

584 Full-time employees shall be granted paid Sick Leave for absence caused by personal  
585 illness or injury, to care for an ill or injured family member, or to extend bereavement  
586 leave with the approval of the Fire/EMS Chief.

587

588 For purposes of this article 'family member' shall include all persons residing at the  
589 employee's primary residence and all family members as defined under State and  
590 Federal Family Medical Leave Acts.

591

592 Full-time employees working a schedule of 2,496 hours per year will earn sick leave at a  
593 rate of twelve (12) hours per month and shall accrue to a maximum of 1320 hours of  
594 useable sick leave. Full-time employees working a schedule of 2,080 hours per year will  
595 earn sick leave at a rate of eight (8) hours per month and shall accrue to a maximum of  
596 1320 hours of usable sick leave. Sick leave will be taken in increments of one-half (1/2)  
597 hour.

598

599 During the first twelve (12) months of employment, employees may use Sick Leave in  
600 advance of accrual, to a maximum of 144 hours. Used Sick Leave not previously  
601 accrued shall be repaid to the City if the employee is terminated prior to the completion  
602 of their twelve (12) month probationary period.

603

604 An employee, who uses Sick Leave for three (3) consecutive shifts due to their illness,  
605 may be required to furnish a note from a medical practitioner indicating inability to  
606 perform work.

607

608 Sick Leave Bonus - Any employee working a schedule of 2,496 hours per year using  
609 forty-eight (48) hours or less of sick leave in a calendar year shall be entitled to twenty-  
610 four (24) additional hours of leave to be taken during the next calendar year. Any  
611 employee working a schedule of 2,080 hours per year using twenty (20) hours or less of  
612 sick leave in a calendar year shall be entitled to ten (10) additional hours of leave to be  
613 taken during the next calendar year.

614

615

**Article 25 – Vacation Leave**

616  
617  
618  
619  
620  
621  
622  
623  
624  
625  
626  
627  
628  
629  
630  
631  
632  
633  
634  
635  
636  
637  
638  
639  
640  
641  
642  
643  
644  
645  
646  
647  
648  
649  
650  
651  
652  
653  
654  
655  
656  
657  
658  
659  
660

Employees shall be granted Vacation Leave with pay subject to the following terms and conditions.

1. Vacation Leave shall accrue based on continuous service including periods of paid time off.

2. In the event of the death of an employee, any unused Vacation Leave shall be added to the last payroll check due to the employee.

3. Vacation Leave shall accrue at the rate specified in the table below.

Employees working a schedule of 2,496 hours per year shall be granted Vacation based upon the schedule below:

Date of Hire	Forty-eight (48) hours
End of Year One	One hundred twenty (120) hours
End of Year Five	One hundred sixty-eight (168) hours
End of Year Twelve	Two hundred sixteen (216) hours
End of Year Twenty	Two hundred forty (240) hours Plus forty-eight (48) hours pay

Employees working a schedule of 2,080 hours per year shall be granted Vacation based upon the schedule below:

Date of Hire	Forty (40) hours
End of Year One	Eighty (80) hours
End of Year Five	One hundred twenty (120) hours
End of Year Twelve	One hundred sixty (160) hours
End of Year Twenty	Two hundred (200) hours Plus forty (40) hours pay

4. A minimum of one (1) firefighter shall be allowed to use vacation or holiday leave each day. The following procedure shall be used to schedule vacation leave for full time firefighters:

a. For vacation leave during the period of January 1 through January 31, requests shall be submitted to the Chief by November 15. For vacation leave during the period of February 1 to December 31, requests shall be submitted to the Chief by December 15. All vacation requests will be granted based upon seniority. The Chief will provide the union with staffing guidelines for the next year in advance of vacation picks within ten (10) days of the budget approval for the City.

b. For vacation leave not scheduled as described above, the following shall apply.

661 Requests submitted to the Chief in writing by the first of the month preceding the month  
662 of requested time off (e.g. by March 1 for leave in April), shall be granted on a first-  
663 come, first served basis if scheduling permits.  
664

665 c. To schedule vacation leave with less lead time than provided above, requested  
666 vacation leave shall be granted, provided the employee finds coverage for that time off,  
667 utilizing the current LTE employees and approval of the Fire/EMS Chief.  
668

669 d. Employees may rescind scheduled vacation time by notifying the Fire/EMS Chief in  
670 writing forty-eight (48) hours prior to the scheduled day off, or as approved by the  
671 Fire/EMS Chief or designee.  
672

673 5. Employees shall be allowed to carryover a maximum of ninety-six (96) hours of  
674 Vacation Leave, subject to current City policy. Hours in excess of this amount will be  
675 lost.  
676

677 6. Vacation will be taken in increments equivalent to one-half (1/2) of the employee's  
678 regularly scheduled shift. Employees may schedule vacation in increments less than one-  
679 half (1/2) of their regularly scheduled shift when used for educational purposes related to  
680 but not part of the job requirements.  
681

682 7. If an employee leave before completion of their first year of service, vacation hours  
683 not yet used will not be paid out.  
684

### 685 **Article 26 – Holiday Leave**

687  
688 Holiday Leave will be scheduled in increments equivalent to one-half (1/2) the  
689 employee's regularly scheduled shift. Holiday Leave may be scheduled in smaller  
690 increments for formal educational purposes provided the employee finds coverage for  
691 that time off utilizing the current LTE employees and approval of the Fire/EMS Chief.  
692

693 Employees working 2,496 hours per year shall be given one hundred forty-four (144)  
694 hours of paid Holiday Leave on January 1 of each year, to be scheduled throughout the  
695 year, according to the Vacation Leave Scheduling guidelines identified in Article 25.  
696 Any Holiday Leave not used or scheduled for use by the end of the year shall be paid at  
697 the employee's hourly rate on the first pay date in December.  
698

699 Holiday Leave time will be prorated for new employees and for employees who leave  
700 prior to December 31. The Holiday proration shall be calculated based upon twelve  
701 (12) hours of leave for those working 2,496 hours per year and ten (10) hours of leave  
702 for those working 2,080 hours per year, for each full month worked.  
703

704 Employees working 2,080 hours per year shall be given one hundred twenty (120)  
705 hours of paid Holiday Leave on January 1 of each year. When a designated holiday

706 (identified in the non-union personnel manual) falls on a regularly scheduled shift day  
707 and the employee does not work, the paid Holiday leave hours shall be reduced by an  
708 equivalent number of hours as the scheduled shift. The employee shall schedule any  
709 other Holiday leave according to the Vacation Leave Scheduling guidelines identified in  
710 Article 25 but shall not exceed one hundred twenty (120) hours in any calendar year.  
711 Any Holiday Leave not used or scheduled for use by the end of the year shall be paid at  
712 the employee's hourly rate on the first pay date in December.  
713 All employees who work on the following designated Holidays (which start at shift start  
714 time and end twenty-four (24) hours later), will be compensated at one and one-half (1  
715 ½) times their hourly rate for all hours worked during this twenty-four (24) hour period or  
716 two (2) times their hourly rate for all overtime hours worked during this twenty- four (24)  
717 hour period:  
718  
719 New Years Day (January 1), Martin Luther King Jr. Day (observed), Easter (observed),  
720 Memorial Day (observed), Independence Day (July 4), Labor Day (observed),  
721 Thanksgiving Day (observed), Christmas Eve (December 24), Christmas Day  
722 (December 25),  
723 New Years Eve (December 31).  
724  
725 In the event of the death of an employee, accrued unused Holiday Leave shall be added  
726 to the last payroll check due the employee.  
727

## 728 **Article 27 – Insurance**

729 Insurance premium increases will be processed in the payrolls that the policies are  
730 effective.

731

### 732 **Health Insurance**

733 The City shall pay one hundred percent (100%) of the lowest cost premium for  
734 employees who elect single or family coverage. Employees electing other coverage  
735 shall pay any remaining premium by payroll deduction. Effective December 31, 2026,  
736 employees will pay \$50/month for single coverage and \$100/month for family coverage.  
737

738 Eligibility to participate in the group health insurance program shall be effective the first  
739 day of month following date of hire.

740

### 741 **Life Insurance**

742 The City shall pay the full premium for life insurance coverage (accidental death and  
743 disability) equal to one time the employee's annual earnings.

744

745 Employees may purchase Supplemental and Additional life insurance and dependent life  
746 insurance through payroll deductions. Eligibility shall begin on the first day of the month  
747 following one (1) full month of employment.

748

### 749 **Dental Insurance**

750 The City shall pay the full cost of the premium for family and single dental insurance.

751 Eligibility shall be effective on the first day of the month following date of hire.

752

753 Long Term Disability

754 Full-time employees may elect to purchase Long Term Disability coverage that the City  
755 offers, at the employee's expense. This benefit becomes effective the 1st day of the  
756 month following one (1) full month of service.

757

758 Income Continuation

759 The employer agrees to make the Wisconsin Public Employer's Group Income  
760 Continuation Insurance Program available to eligible regular full-time employees. The  
761 City will pay the premium for coverage benefits equal to a one hundred eighty (180) day  
762 waiting period. Employees may purchase at their own expense coverage to decrease  
763 the waiting period in thirty (30) day increments and the City will deduct such additional  
764 premiums through payroll deduction.

765

766 Flexible Spending Program

767 Employees shall be eligible to participate in the City's Flexible Spending Program (IRS  
768 Section 125 Plan). Participation shall be on a voluntary basis and shall be subject to  
769 complete and continuous compliance with the rules established in the Plan Document  
770 and those established by the Internal Revenue Service.

771

772 Inclusions

773 The City shall continue its contribution toward health, dental and basic life insurance  
774 premiums during periods of approved state or federal FMLA leaves.

775 Retired employees may continue to participate in the City group health insurance  
776 programs through the use of their HRA funds and COBRA.

777

778 The provisions set forth above shall be continued from the expiration date of this  
779 agreement until a successor agreement is agreed.

780

781 **Article 28 – Pension**

782

783 Retirement Contributions

784 Employees shall pay the entire employee-required contribution to the Wisconsin  
785 Retirement Fund (protective with social security classification) and the employer shall  
786 pay the employer-required contribution (protective with social security classification).

787

788 Deferred Compensation

789 Employees shall be eligible to participate in the City's 457 Deferred Compensation  
790 Program.

791 **Article 29 – Retirement**

792

793 An employee who leaves City employment, and has reached the age of fifty (50) and

794 has at least fifteen (15) years of service with the City, shall have their currently accrued  
795 sick leave (not to exceed 1320 hours) converted to cash, at their ending hourly rate, and  
796 credited to their individual Health Reimbursement Account (HRA). For every full year of  
797 service to the City above fifteen (15) years, the age requirement shall be decreased by  
798 one year.

799  
800 Upon separation or retirement, unused and accrued Vacation Leave and Holiday Leave  
801 shall be paid out at the employee's last rate of pay.

802  
803

### **Article 30 – Worker's Compensation**

804

805  
806 If an employee is entitled to receive compensation for temporary disability in  
807 accordance with the provisions of Chapter 102, Wisconsin Statutes, said employee shall  
808 continue to be paid by the City at one hundred percent (100%) of the same rate on the  
809 same basis as they were paid for their normal schedule of hours prior to such injury,  
810 provided no employee shall receive less than the same net regular pay as they were  
811 paid prior to such injury. Said pay shall include their worker's compensation benefit and  
812 shall continue for a period not to exceed sixty-one (61) work days (duty shifts) within  
813 any twelve (12) month period for the same underlying temporary disability. While in full  
814 pay status, the employee shall continue to accrue sick leave, vacation leave and holiday  
815 leave benefits in accordance with the provisions of this agreement. Payment provided  
816 herein shall include the first three (3) days of disability if the period of disability reaches  
817 seven (7) days.

818

819

### **Article 31 – Acting Lieutenants**

820

821 Acting Lieutenant Pay will be seven percent (7%) above the hourly rate of pay for  
822 qualified staff assigned to work in that capacity. To be assigned and receive acting pay, a  
823 firefighter must hold the Fire Officer I and Emergency Services Instructor certifications  
824 and be assigned to an acting position by the Fire/EMS Chief.

825

826

### **Article 32 – Uniforms**

827

828 Subject to the rules of Sun Prairie Fire/EMS, the City shall provide the original complete  
829 uniform for employees, and such uniforms shall remain the property of the City.

830 Thereafter, the City shall replace uniforms as may be deemed necessary by the Fire/  
831 EMS Chief. The City shall replace any uniform articles damaged on duty.

832

833 The City will pay up to \$300 toward the purchase of each employee's single pair of boots  
834 every two (2) years.

835

836

837  
838  
839  
840  
841  
842

**Article 33 – Loss or Damage**

For loss or damage while on duty, the City agrees to reimburse employees up to fifty dollars (\$50) for the loss of, or damage to, personal wristwatches, and up to one hundred dollars (\$100) for the loss of, or damage to, personal eyewear.

843  
844  
845  
846  
847  
848  
849

**Article 34 – Common Mess**

All station meals will be conducted under a common mess with contributions made by each employee on a shift, even if the employee chooses not to eat the meal. The union members will coordinate this activity and the City will be held harmless against all claims arising from this article.

850  
851  
852  
853  
854

**Article 35 – Continuation of Benefits**

All terms and conditions of this agreement shall continue until a successor agreement is enacted.

855  
856  
857  
858  
859

**Article 36 – Outside Employment**

All employees shall be expected to place the responsibilities and obligation of their position with the Sun Prairie Fire/EMS Department first and shall be permitted to engage in outside, non-Department work only subject to the following conditions:

860  
861  
862  
863  
864  
865

A. There shall be no interference or conflict of interest with the work of the Department and any outside employment may be ordered stopped or reduced by the Fire/EMS Chief, if in their opinion, such work is affecting the efficiency, quality and effectiveness of the employee's work with the Department. The Fire/EMS Chief will provide a written reason when directing staff to stop or reduce outside employment.

866  
867  
868  
869  
870  
871  
872  
873

B. No employee shall engage in any outside employment for compensation without prior written notification to the Fire/EMS Chief identifying the nature of the work and an estimation of the amount of time that will be spent in such work, and subject to approval and such reasonable conditions and limitations as the Fire/EMS Chief may prescribe to avoid conflicts of interest or unfitness for duty. Employees shall notify the Fire/EMS Chief of any change of outside employment. All current employees engaging in previously approved outside employment shall be allowed to continue in such employment subject to the provisions of Section A.

874  
875

**Article 37 – Medical Exams**

876  
877  
878  
879

All Firefighters must successfully complete a department sponsored medical exam to verify they are physically capable of performing duties which may be assigned to them during emergency operations, as defined in WI Safety and Professional Services

880 330.15. Results of the exam in the form of pass/fail will be provided to the Human  
881 Resources Department. Detailed results of the exam, other than the audiology results,  
882 will be provided only to the individual employees. If an employee fails any part of the  
883 medical exam, the Fire/EMS Chief will determine a course of action to correct the  
884 failure.

885

886

**Article 38 – Duration of Agreement**

887

888 This Agreement is effective as of January 1, 2025, and shall remain in full force and  
889 effect through the 31<sup>st</sup> day of December 2027.

890

891 On or before June 30, 2027, either party hereto may notify the other party in writing of  
892 its desire to negotiate the terms and provisions of a successor Agreement. The parties  
893 shall exchange initial proposals for the successor Agreement at the first scheduled  
894 negotiation session. It is agreed that should a successor Agreement be delayed past  
895 the above referenced expiration date, the terms and conditions as set forth in this  
896 Agreement will continue until a successor Agreement is reached.

897

898

**Signatures**

899

900 In witness wherefore, the parties hereto have executed this Agreement on this 3<sup>rd</sup> day of  
901 December, 2024.

902

903

904 City of Sun Prairie

International Association of  
Fire Fighters Local 311, Fire unit

DocuSigned by:

*Aaron Oppenheimer*

Signed by:

*Madelon Mitchell*

B652AB0336DC403...  
City Administrator

5673C7B3D16A47F...  
IAFF Local #311 President

DocuSigned by:

*Chris Garrison*

DocuSigned by:

*R. Taylor*

133411E9DF2E433...  
Fire/EMS Chief

D3DDF3B847F54B1...  
IAFF Local #311 Secretary/Treasurer

DocuSigned by:

*Kathleen McDaniel*

1CC6DA4BBFED4B0...  
City Attorney

**Bargaining Team Members for City of Sun Prairie**

**IAFF Local #311 Bargaining Team Members**

Christopher Garrison, Fire/EMS Chief

Ryan Welch

Kathleen McDaniel, City Attorney

Ryan Taylor

John Austad, Deputy Fire/EMS Chief

Adam Nieft

Brenda Sukenik, Human Resources Director

Audra Wendt, HR Business Partner

925  
926

2025

Effective the first pay in January 2025						
Career Fire Fighters	2496 hours/yr	96 hours				Lieutenant
	Annual (24-hr shift)	Biweekly	Overtime	Hourly (24-hr shift)	Hourly (12-hr shift)	Hourly Rate
Start	\$61,690.64	\$2,372.72	\$37.0737	\$24.7158	\$25.2101	\$26.4459
1 Year	\$64,480.67	\$2,480.03	\$38.7504	\$25.8336	\$26.3503	\$27.6420
2 Years	\$67,296.53	\$2,588.33	\$40.4426	\$26.9618	\$27.5010	\$28.8491
3 Years	\$70,086.56	\$2,695.64	\$42.1193	\$28.0796	\$28.6411	\$30.0451
4 Years	\$72,204.91	\$2,777.11	\$43.3924	\$28.9282	\$29.5068	\$30.9532
10 Years	\$73,651.59	\$2,832.75	\$44.2618	\$29.5078	\$30.0980	\$31.5734

927 Lieutenants – individual hourly rate above based upon full-time employment plus 7%  
 928 Hourly (12-hr shift) – individual hourly rate above based upon full-time employment plus  
 929 2%

930 Annual is Hourly amount multiplied by 2496 hours.  
 931 Biweekly is Hourly amount multiplied by 96 hours.  
 932 Overtime rate is Hourly amount multiplied by time and one-half.  
 933

Effective the first pay in January 2025				
Fire Inspector	Annual	Biweekly	Overtime	2080 hours/yr
Start	\$64,215.00	\$2,469.81	\$46.3089	\$30.8726
1 Year	\$66,231.35	\$2,547.36	\$47.7630	\$31.8420
2 Years	\$69,840.96	\$2,686.19	\$50.3661	\$33.5774
3 Years	\$73,647.29	\$2,832.59	\$53.1110	\$35.4074
5 Years	\$75,637.37	\$2,947.59	\$55.2673	\$36.8449
7 Years	\$79,695.20	\$3,065.20	\$57.4725	\$38.3150
10 Years	\$82,890.98	\$3,188.11	\$59.7771	\$39.8514
15 Years	\$86,190.04	\$3,315.00	\$62.1563	\$41.4375
20 Years	\$89,594.54	\$3,445.94	\$64.6114	\$43.0743

934 Annual is Hourly amount multiplied by 2080 hours. Biweekly is Hourly amount multiplied  
 935 by 80 hours.  
 936 Overtime rate is Hourly amount multiplied by time and one-half.

2026

937  
 938

Effective the first pay in January 2026						
Career Fire Fighters	2496 hours/yr	96 hours				Lieutenant
	Annual (24-hr shift)	Biweekly	Overtime	Hourly (24-hr shift)	Hourly (12-hr shift)	Hourly Rate
Start	\$63,849.81	\$2,455.76	\$38.3713	\$25.5809	\$26.0925	\$27.3715
1 Year	\$66,737.49	\$2,566.83	\$40.1067	\$26.7378	\$27.2725	\$28.6094
2 Years	\$69,651.91	\$2,678.92	\$41.8581	\$27.9054	\$28.4635	\$29.8588
3 Years	\$72,539.59	\$2,789.98	\$43.5935	\$29.0623	\$29.6436	\$31.0967
4 Years	\$74,732.08	\$2,874.31	\$44.9111	\$29.9407	\$30.5396	\$32.0366
10 Years	\$76,229.40	\$2,931.90	\$45.8109	\$30.5406	\$31.1514	\$32.6785

939 Lieutenants – individual hourly rate above based upon full-time employment plus 7%  
 940 Hourly (12-hr shift) – individual hourly rate above based upon full-time employment plus  
 941 2%

942 Annual is Hourly amount multiplied by 2496 hours.  
 943 Biweekly is Hourly amount multiplied by 96 hours.  
 944 Overtime rate is Hourly amount multiplied by time and one-half.  
 945

Effective the first pay in January 2026				
Fire Inspector	Annual	Biweekly	Overtime	2080 hours/yr
Start	\$66,462.52	\$2,556.25	\$47.9297	\$31.9531
1 Year	\$68,549.44	\$2,636.52	\$49.4347	\$32.9565
2 Years	\$72,285.39	\$2,780.21	\$52.1289	\$34.7526
3 Years	\$76,224.94	\$2,931.73	\$54.9699	\$36.6466
5 Years	\$79,319.68	\$3,050.76	\$57.2017	\$38.1345
7 Years	\$82,484.53	\$3,172.48	\$59.4840	\$39.6560
10 Years	\$85,792.16	\$3,299.70	\$61.8693	\$41.2462

15 Years	\$89,206.96	\$3,431.03	\$64.3317	\$42.8878
20 Years	\$92,730.35	\$3,566.55	\$66.8728	\$44.5819

946 Annual is Hourly amount multiplied by 2080 hours. Biweekly is Hourly amount multiplied  
 947 by 80 hours.

948 Overtime rate is Hourly amount multiplied by time and one-half.

949

950

2027

951

Effective the first pay in January 2027						
Career Fire Fighters	2496 hours/yr	96 hours				Lieutenant
	Annual (24-hr shift)	Biweekly	Overtime	Hourly (24-hr shift)	Hourly (12-hr shift)	Hourly Rate
Start	\$66,244.18	\$2,547.85	\$39.8102	\$26.5401	\$27.0709	\$28.3979
1 Year	\$68,324.68	\$2,627.87	\$41.0605	\$27.3737	\$27.9211	\$29.2898
2 Years	\$72,051.53	\$2,771.21	\$43.3002	\$28.8668	\$29.4441	\$30.8875
3 Years	\$75,976.39	\$2,922.17	\$45.6589	\$30.4393	\$31.0480	\$32.5700
5 Years	\$79,058.57	\$3,040.71	\$47.5112	\$31.6741	\$32.3076	\$33.8913
7 Years	\$82,212.37	\$3,162.01	\$49.4065	\$32.9376	\$33.5964	\$35.2433
10 Years	\$85,509.44	\$3,288.82	\$51.3879	\$34.2586	\$34.9438	\$36.6567
15 Years	\$88,913.95	\$3,419.77	\$53.4339	\$35.6226	\$36.3350	\$38.1162
20 Years	\$92,425.91	\$3,554.84	\$55.5444	\$37.0296	\$37.7702	\$39.6217

952 Lieutenants – individual hourly rate above based upon full-time employment plus 7%  
 953 Hourly (12-hr shift) – individual hourly rate above based upon full-time employment plus  
 954 2%

955 Annual is Hourly amount multiplied by 2496 hours.  
 956 Biweekly is Hourly amount multiplied by 96 hours.  
 957 Overtime rate is Hourly amount multiplied by time and one-half.

958

959

960

961

Effective the first pay in January 2027				
Fire Inspector	Annual	Biweekly	Overtime	2080 hours/yr
Start	\$68,954.87	\$2,652.11	\$49.7271	\$33.1514
1 Year	\$71,120.05	\$2,735.39	\$51.2885	\$34.1923
2 Years	\$74,996.09	\$2,884.47	\$54.0837	\$36.0558
3 Years	\$79,083.38	\$3,041.67	\$57.0313	\$38.0209
5 Years	\$82,294.16	\$3,165.16	\$59.3468	\$39.5645
7 Years	\$85,577.70	\$3,291.45	\$61.7147	\$41.1431
10 Years	\$89,009.37	\$3,423.44	\$64.1894	\$42.7930
15 Years	\$92,551.94	\$3,559.69	\$66.7442	\$44.4961
20 Years	\$96,207.74	\$3,700.30	\$69.3806	\$46.2537

962 Annual is Hourly amount multiplied by 2080 hours. Biweekly is Hourly amount multiplied  
 963 by 80 hours.

964 Overtime rate is Hourly amount multiplied by time and one-half.

965

966

967

968

**Memorandum of Understanding on Juneteenth Day**

965  
966  
967  
968  
969  
970  
971  
972  
973  
974  
975  
976  
977  
978  
979  
980  
981  
982  
983  
984  
985  
986  
987  
988  
989  
990  
991  
992  
993  
994

The City of Sun Prairie and members of the International Association of Firefighters Local #311 firefighter unit have agreed to the following condition during bargaining for the 2024 Contract.

It is agreed that if the City adds Juneteenth Day as a designed City Holiday for non-union employees, the day will also be added to list of Holidays in Article 26 of the IAFF Local #311 firefighter unit contract to provide the employees with a premium for all hours actually worked.

This agreement shall be effective upon ratification of the 2024 contract and shall carry forward until the conditions above are met this language can be incorporated into a future contract.

For the City of Sun Prairie:

For IAFF Local #311 Firefighter unit:

City of Sun Prairie

International Association of  
Fire Fighters Local 311, Fire unit

DocuSigned by:  
*Chris Garrison*  
133411E9DF2E433...  
Fire/EMS Chief

Signed by:  
*Malton Mitchell*  
5673C7B3D16A47F...  
IAFF Local #311 President

DocuSigned by:  
*Arnon Oppenheimer*  
B652AB0336DC403...  
City Administrator

DocuSigned by:  
*[Signature]*  
D3DDF3B847F54B1...  
IAFF Local #311 Secretary/Treasurer