



Town of Rolesville Employee Benefits Summary As of July 1, 2023

Medical Insurance

The Town pays for medical insurance coverage for regular employees through MedCost. You may choose to extend coverage to eligible dependents through payroll deductions on a pre-tax basis. Coverage begins on the first day of the month following employment (e.g. work begins Jan 15, coverage begins Feb 1). Coverage ends on the last day of the month of termination. Employees should receive benefit cards in the mail within 10 business days after coverage begins.

Vision Insurance

The Town pays for vision insurance coverage for regular employees through Vision Service Plan. You may choose to extend coverage to eligible dependents through payroll deductions on a pre-tax basis. Coverage begins on the first day of the month following employment (e.g. work begins Jan 15, coverage begins Feb 1). Coverage ends on the last day of the month of termination. VSP does not issue benefit cards.

Dental Insurance

The Town pays for dental insurance coverage for regular employees through Delta Dental. You may choose to extend coverage to eligible dependents through payroll deductions on a pre-tax basis. Coverage begins on the first day of the month following employment (e.g. work begins Jan 15, coverage begins Feb 1). Coverage ends on the last day of the month of termination. Employees should receive benefit cards in the mail within 10 business days after coverage begins.

Telemedicine

The Town provides 24/7 access to doctors through Teladoc. Regular Town employees and their in-home family members are covered. Coverage begins on the first day of the month following employment (e.g. work begins Jan 15, coverage begins Feb 1). Coverage ends on the last day of the month of termination. Employees must register online prior to using the service.

Flexible Spending Accounts

The Town offers employees the option of setting aside money for out-of-pocket medical and dependent care expenses using pre-tax dollars. This program is administered by Flores & Associates.

Local Governmental Employees Retirement System

All regular employees are automatically enrolled into the NC Local Governmental Employees Retirement System (NCLGERS). The employee contributes 6% of gross wages to the retirement account. The Town contributes based on guidelines set by the retirement system. Participation begins on the first day of employment. Employees are fully vested after 5 years of creditable service.

401k Supplemental Retirement

The Town contributes 5% of gross wages for regular employees. Employees may voluntarily elect to make additional contributions on a pre-tax or after-tax basis. Participation begins on the first day of employment.

457 Supplemental Retirement

Employees can voluntarily elect to make contributions on a pre-tax or after-tax basis. Participation begins on the first day of work. The Town does not make contributions to this plan.

Life Insurance

All regular employees are provided a basic life insurance benefit of \$25,000, and the Town pays the full premium cost. Coverage begins 30 days after the first day of work (e.g. work begins Jan 15, coverage begins Feb 15). Coverage ends on the date of termination.

Dependent Life Insurance

Regular employees can elect to cover their eligible dependents with a \$10,000 per dependent plan. Coverage begins 30 days after the first day of work (e.g. work begins Jan 15,

coverage begins Feb 15). Coverage ends on the date of termination.

Short-Term Disability Insurance

The Town pays for short-term disability insurance coverage for regular employees. Insurance payments begin on the 8th day of disability, with a maximum payment period of 26 weeks. Coverage begins 30 days after the first day of work (e.g. work begins Jan 15, coverage begins Feb 15). Coverage ends on the date of termination.

Holidays

The Town follows the holiday schedule adopted for the State of North Carolina, which currently includes 12 paid holidays per year: New Year's Day, Martin Luther King Jr Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving (2), and Christmas (3).

Vacation Leave

Vacation leave is earned at a rate based on length of service, beginning with a rate of 1 day per month. Leave accrues bi-weekly with the payroll process. You are required to complete six months of service before vacation leave will be granted. Vacation leave accumulation is capped at 30 days; excess hours may be eligible for transfer to sick leave.

Sick Leave

Sick leave is earned at a rate of 1 day per month. Leave accrues bi-weekly with the payroll process. Sick leave balances are not capped.

Bereavement Leave

Regular Town employees are eligible for up to 5 days of paid leave in the event of the death of an immediate family member. Employees are eligible for this leave on the first day of employment.

Parental Leave

Eligible employees may receive up to 6 weeks of paid parental leave for the birth or adoption of a child.

Employee Assistance Program

The Town provides free, confidential support for personal, work-related, and family concerns

through counselors contracted with McLaughlin Young Group. Employees may receive up to 5 free sessions per issue, and services are available 24/7. The appropriate copayment will apply for visits in excess of 5.

Special Separation Allowance for Law Enforcement Officers

Law enforcement officers who enter service-related retirement may be eligible for a monthly separation allowance payable until age 62. Other conditions also apply. The Town is responsible for making all determinations of eligibility and for making these benefit payments at retirement.

Workers Compensation

All Town employees are covered under the North Carolina Worker's Compensation Act. This act covers those employees who suffer injuries as a result of an accident while performing duties. It will pay medical expenses and a portion of the employee's salary if the individual is out of work as a result of a work-related disability.

Social Security

Town employees are members of the Social Security System. Each employee contributes 6.2% of their annual salary and the Town contributes the same amount. Social Security benefits include retirement and disability payments and survivor's insurance.

Local Government Federal Credit Union Membership

As a municipal employee you are eligible to join the Local Government Federal Credit Union. The credit union provides a variety of services such as checking accounts, savings accounts, low interest loans, and investment options.

Tuition Assistance

Full time employees who have completed their initial probationary period may be eligible to receive financial reimbursement assistance of up to \$1,500 per fiscal year for satisfactory completion of courses relating to their present job or future position with the Town.