

RESOLUTION 14-16

A Resolution Amending the City of Laurens Employee Handbook

WHEREAS, the City of Laurens finds it necessary to amend the employee handbook from time to time;

WHEREAS, a discrepancy was found in the Section 16.1, Inclement Weather, page 42, of the City of Laurens Employee Handbook and the policy approved by the Laurens Library Board;

WHEREAS, the Laurens City Council finds it necessary to amend the City Employee Handbook to include the following clause:

16.1 Inclement Weather

City/Utility offices and services will not close due to inclement weather, unless expressly authorized by the Mayor due to safety reasons; *for the Laurens Public Library, the Library Director is authorized to close the library.* In the event of inclement or adverse weather conditions, if an employee feels that he or she cannot safely report to work, the employee shall notify his or her Department Head or the City/Utility Manager. A FLSA non-exempt employee who is unable to report to work due to inclement weather shall be required to utilize vacation hours or compensatory time in order to receive pay.

NOW, THEREFORE BE IT RESOLVED, that the City Council for the City of Laurens, IA approves the above highlighted change to Section 16.1 of the Laurens Employee Handbook.

AYES: _____

NEYS: _____

OTHER: _____

PASSED and APPROVED this 21st day of March, 2016.

Rod Johnson, Mayor

ATTEST:

Barbara Smith, City Clerk