RESOLUTION NUMBER 820

A RESOLUTION OF THE CITY OF KETCHUM, IDAHO AMENDING THE CITY OF KETCHUM EMPLOYEE HANDBOOK TO PROVIDE LIMITED COMPENSATION FOR ACCUMULATED SICK LEAVE.

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO AS FOLLOWS:

WHEREAS, it is in the best interest of the City and its employees for the City to adopt and maintain policies to promote fairness and consistency in the treatment of employees and to articulate rules and standards intended to guide and measure performance.

WHEREAS, the City's existing Employee Handbook, adopted by Resolution No. 490 on April 6, 1992, and amended by Resolutions No. 494 on June 3, 1992, and No. 517 on December 16, 1992, requires modification and supplementation in order to further these purposes.

WHEREAS, the City determined that Section 4.5 shall be amended to provide limited compensation for employees with ten (10) or more years of service.

WHEREAS, the City Attorney has drafted amendments to the City of Ketchum Employee Handbook and such amendments were adopted and approved by the Mayor and City Council on December 3, 2001.

IN VIEW OF THE ABOVE, it is:

RESOLVED that effective December 3, 2001, the City of Ketchum Employee Handbook presented to the Mayor and the City Council is hereby amended by adding the following underlined language to Section 4.5, Sick Leave, Sub-Section 4.5.1, Earning and Accrual:

All sick leave shall be forfeited at the time of separation from service, and no employee shall be reimbursed for accrued sick leave at the time of separation; provided however, if the employee is reinstated to service within ninety (90) days after the date of separation, all sick leave credits accrued at the time of separation shall also be reinstated.

<u>Notwithstanding the above, employees with a minimum of ten (10) years of service qualify for a payment for a portion of their accumulated sick leave at the time of separation. This payment is computed at one-half of the accumulated hours of sick leave up to a maximum of 1,100 hours times $6.75 per hour. This formula including the flat rate of $6.75 per hour is subject to change by Resolution of the City Council. At the election of the employee this payment can be either:</u>

<u>(A) A cash payment to the employee, or</u>

(B) Used to pay for a continuation of the City's Medical Insurance coverage for that employee and/or his/her family as proscribed by COBRA, or

(C) Used to pay the premiums for some other Medical Insurance Plan for which that employee and/or is/her family qualifies. (Amended by Resolution No. 820, January 7, 2002)

The City Clerk shall maintain accurate records showing each employee's accrued sick leave current at the end of each month, including any unused leave for employees transferred from other departments.

ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR this 7th day of January, 2002.

CITY OF KETCHUM

By _____
EDWARD SIMON
Mayor

ATTEST:

_____
Sandra E. Cady, CMC
City Clerk