

RESOLUTION 06-2015**A RESOLUTION ADOPTING CORRECTIONS TO THE EMPLOYEE HANDBOOK ADDRESSING: ACCRUED TIME OFF AND HOLIDAYS**

WHEREAS, the West Slope Water District (“District”) adopted an Employee Handbook (“personnel policies”) on December 20th, 2006 for District employees; and

WHEREAS, the Board of Commissioners has reviewed the proposed amendments to the following policies: Accrued Time Off and Holidays; and Insurance; and Separation

WHEREAS, The Accrued Time Off & Holidays table was amended by Resolution 11-2008 to add two additional tiers of accrued leave for 301-360 months of service and 361 and over months of service; and

WHEREAS, Resolution 09-2010 incorrectly included the Accrued Time Off & Holidays Accrued table without the two additional tiers approved in Resolution 11-2008.

NOW THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Commissioners of the West Slope Water District amends the Accrued Time Off & Holidays table in the Employee Handbook as shown below:

<u>Months of Service</u>	<u>Monthly Accrual Hours</u>	<u>Annual Benefit Days</u>
0 to 60	6.67	10
61 to 120	10.00	15
121 to 180	13.334	20
181 to 240	15.00	22.5
241 to 300	16.667	25
301 to 360	18.333	27.5
361 & Over	20.00	30

Section 2. That this resolution be effective upon its adoption.

ADOPTED this 18th day of November 2015.



 Charles Conrad, Board Chair

ATTEST:



 Noel Reiersen, Treasurer