

RESOLUTION 2016-01

NASHVILLE INDIANA TOWN COUNCIL RESOLUTION TO AMEND PERSONNEL POLICY

WHEREAS, The Town Council of the Town of Nashville, Indiana (the "Council") desires to amend its current employee personnel policy and,

WHEREAS, the Council has reviewed the suggested changes to said policy and hereby finds that said changes will be of public utility and will be to the benefit and welfare of all citizens, employees and taxpayers of the Town.

NOW, THEREFORE, BE IT RESOLVED, by the Council that the following sections of said Policy shall now read as follows:

Chapter 36 Personnel Policies

Section 36.004 is hereby added as follows:

- (a) All employees shall receive the general benefits as prescribed by the Nashville Employee Handbook
- (b) All full time employees shall belong to the Public Employees Retirement Fund (PERF). The Town's cost of participation shall be the current composite PERF rate times the employee's gross annual wage.

Section 36.014 PROBATIONARY PERIOD. Shall now read as follows:

- (a) Probationary period for the Town Departments are as follows;
 - i) Office of the Clerk-Treasurer, six (6) months
 - ii) Office of the Town Administration, six (6) months
 - iii) Office of the Chief of Police, one (1) year and graduation from the Indiana Law Enforcement Academy.
- (b) The Department Heads are hereby authorized to grant a one (1) time increase in the amount of up to \$20.00 per week, at the Department Head's discretion, for newly hired and/or transferred employees who successfully complete the probationary period, provided such increase remains within the prescribed ranges;

Section 36.034 VACATION LEAVE. (The following sections shall be added)

- (c) The Department Heads are hereby authorized to grant three (3) hours of compensation for holidays and eight (8) personal days three (3) hours each at the Department Head's discretion, for part time custodian employees, provided such an approval remains within the prescribed ranges.

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- (d) The Department Heads are hereby authorized to approve time cards for the payment of office personnel and the custodian should a snow/weather emergency arise and the Town Hall is shut down due to the emergency.
- (e) The Department Heads are hereby authorized to grant a paid administrative leave for an employee should the need arise for a period not to exceed 14 days.

Section 36.038 Overtime Pay (shall now read as follows)

- (A) Overtime shall be paid at one and a half (1½) times the hourly rate for time worked over forty (40) hours per seven (7) day period. Alternately hourly personnel may accrue up to eighty (80) hours of compensatory time. Such time shall accrue at a rate of one and one half (1½) hours for each overtime hour worked.

Section 36.043 PERSONNEL ADVANCEMENT INCENTIVE. (Shall now include)

- (C) Employees with one (1) or more years of service on or before December 1st of any given year shall receive a lump sum payment of \$50.00 for each year of service. This lump sum payment shall be made during the first pay period in the month of December. A service year for purpose of this section shall be defined as December 1 to December 1 of any two (2) consecutive calendar years.

Section 36.038 (A) (Shall now read as follows)

Overtime shall be paid at one and a half (1½) times the hourly rate for time worked over forty (40) hours per seven (7) day pay period. Alternately hourly personnel may accrue up to eighty (80) hours of compensatory time. Such time shall accrue at a rate of one and a half (1½) hours for each overtime hour worked. Additionally, overtime shall be paid for holiday assignments as may be designated by the Town Administration. Furthermore, any employee working an authorized shift or overtime shall be compensated for a minimum of one (1) hour each day.

Section 36.038 (B) (Shall now read as follows)

Overtime shall be paid at 1.5 times the equivalent hourly rate for hours worked over 171 hours per 28 day period. Alternately police personnel may accrue up to one hundred and twenty (120) hours of compensatory time. Such time shall accrue at a rate of one and a half (1½) hours for each overtime hour worked.

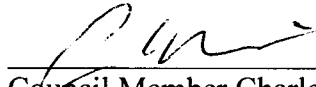
Additionally, overtime rate shall be paid for special assignments on details as may be designated by the Chief of Police.

Additionally full time employees of the Office of the Chief of Police shall receive an additional compensation of \$19.23 per week for becoming a graduate from the Indiana Law Enforcement Academy and maintaining the subsequent continuing education necessary to have arrest powers.


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However, no employee shall receive the probationary increase described in section 1(b) in the same year as the increase described in this paragraph.

**PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF NASHVILLE,
BROWN COUNTY, INDIANA, THIS 7th DAY OF JANUARY, 2016.**

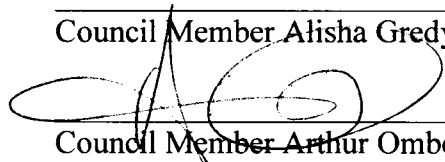


Council Member Charles B. King ☒ yea ☐ nay ☐ abstain

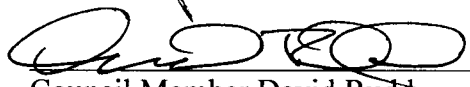


Council Member Jane Gore ☒ yea ☐ nay ☐ abstain

Council Member Alisha Gredy ☐ yea ☐ nay ☐ abstain

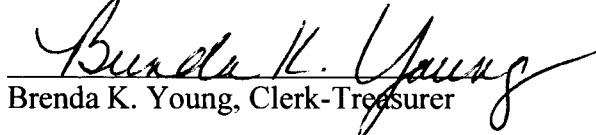


Council Member Arthur Omberg ☒ yea ☐ nay ☐ abstain



Council Member David Rudd ☒ yea ☐ nay ☐ abstain

ATTEST:



Brenda K. Young, Clerk-Treasurer