

RESOLUTION No. 2023-03

A RESOLUTION OF THE CITY OF ELECTRIC CITY UPDATING SECTION 6.6 OF THE EMPLOYEE HANDBOOK

RECITALS:

1. The City Council of the City of Electric City adopted an Employee Handbook by Resolution 2022-15 in November 2022.
2. The City Council of Electric City is desirous of replacing the language in Section 6.5 of the Employee Handbook with the following language:

6.6 CALL-BACK AND STANDBY

Employees called back to work after completing a normal workday at a time other than during their normal work hours will receive a minimum of two (2) hours pay at the overtime rate of 1.5 times regular pay. Call back time will commence when the employee arrives at their work site and will end when the reason for call back has ended or been resolved. Any time worked more than the two (2) hours will be paid in accordance with this policy. Refusal to respond to a callback is grounds for disciplinary action.

Public Works employees may be assigned standby duty. If an employee is required to be and is assigned on standby, the employee shall be paid thirty dollars (\$30) for each weekend day or sixty dollars (\$60) for each full weekend of standby assignment. "Standby" means that period of time when a qualified employee is not on regularly scheduled work hours but is required to be reasonably available for return to work. "Reasonably available" means that the employee is capable of responding onsite within twenty (20) minutes from the time of call out, and that the employee is in a sober and fit for duty condition. Employees who are on standby shall be required to carry a fully charged and operational city cell phone at all times and shall be required to respond immediately to said device when summoned. Any employee who is unable to complete a standby assignment for any reason other than excused from duty in accordance with the policies established for sick leave or other verifiable emergency beyond the employee's control, shall be subject to discipline. Such employee shall not receive standby pay for such standby duty. Incapacity to serve on standby shall be reported immediately to the Public Works Director and to the Mayor. Incapacity to serve shall be interpreted to mean excused from duty in accordance with the policies established for sick leave. An employee being called back to duty from standby or while off duty will be paid a minimum of 2 hours of overtime,

RESOLVED:

1. The City Council approves the replacement language to Section 6.6 of the Employee Handbook.
2. This policy will prevail over conflicting policies approved by the Mayor or adopted by the City Council.
3. This resolution shall take effect immediately upon its passage and adoption.

Passed by majority vote of the Electric City City Council in open meeting this 14th day of February 2023.

Approved:



Diane Kohout, Mayor

Attested:



Peggy Nevsimal, City Clerk/Treasurer