

**TOWN OF WADESBORO
PERSONNEL POLICY & PAY PLAN**

Effective May 1, 2017, the Town of Wadesboro Personnel Policy shall be amended by resolution as highlighted to add the following:

Part II. Article IX. Section 9
Holidays

Paragraph I

The Town provides 88 hours (11 days) or possibly (12 days) of Holiday Leave each year. The following days, and other days as the Board of Commissioners may designate, are holidays with pay for all full-time and part-time employees (other than temporary part-time employees), whether probationary or non-probationary, who are in pay status the scheduled work day before and the scheduled work day after the holiday:

- New Year's Day
- Martin Luther King's Birthday
- Good Friday (Friday before East Sunday)
- Memorial Day
- Independence Day (July 4th)
- Labor Day
- Veterans' Day
- Thanksgiving Day and the day after
- Christmas (2 days if Christmas Day is on Friday, Saturday, Sunday or Monday, otherwise 3 days as designated yearly)

An employee who works on a holiday will receive another day (8 hours) off at a later date, mutually agreed to. Holidays occurring during paid leave will not be charged as 8 hours of paid leave. Employees who desire to spend certain days in religious observance may be granted time off by their department supervisor, provided that such time off is charged against accrued vacation leave. Otherwise, such time off will constitute an absence without pay.

Regardless, a non-exempt employee who is called in to address an emergency or unforeseen situation on an above listed Town Holiday will be paid the typical overtime rate of time and a half of normal hourly pay. **At the City's Manager or his/her designee's discretion, employees may be required to exhaust accumulated holiday leave time prior to using any other type of leave time including overtime compensation leave time, vacation leave, and/or sick leave.**

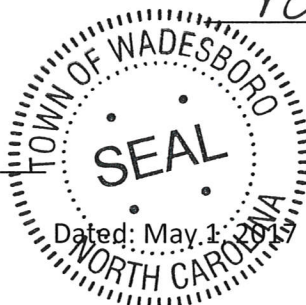
A motion was made for adoption by Jeremy Burr and seconded by Janus David Lee.
Passed by resolution.

Bill Shaker
MAYOR

ATTEST:

Cynthia A. Pope
TOWN CLERK

(Seal)



ATTACHMENT E
MAY 1, 2017 MINUTES