

**ORDINANCE NO. G-04-07**

**AN ORDINANCE AMENDING ORDINANCE NO. G-00-07 PROVIDING FOR BENEFITS, VACATION AND SICK LEAVE FOR THE OFFICERS AND EMPLOYEES OF THE TOWN OF GEORGETOWN, INDIANA, AND THE GEORGETOWN WATER AND SEWER UTILITIES**

BE IT ORDAINED BY THE TOWN COUNCIL OF GEORGETOWN THAT:

WHEREAS, the Council for the Town of Georgetown is the entity responsible for fixing of compensation, benefits, vacation and sick days for the Town police officers (hereinafter "officers") and employees, and also the employees of the Georgetown Water and Sewer Utilities:

WHEREAS, the Town Council is desirous of amending Ordinance No. G-00-07, which provides benefits, vacation and sick leave for the officers and employees of the Town of Georgetown, Indiana, and the Georgetown Water and Sewer Utilities; and

WHEREAS, after due consideration and discussion, it was agreed that the employees of the Town of Georgetown and the Town's officers, including the employees of the Georgetown Water and Sewer Utilities should be entitled to the following benefits outlined herein below.

NOW, THEREFORE, BE IT ORDAINED, that the employees of the Town of Georgetown and the Town's officers, including the employees of the Georgetown Water and Sewer Utilities shall, after 60 consecutive calendar days of employment, have the following holidays off with paid time: New Year's Day, Martin Luther King's Birthday, President's Day, Good Friday, Memorial Day, Fourth of July, Labor Day, any primary and general election (national, state, or Town), Veteran's Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Eve Day and Christmas Day. Employees of the Town, Water

Utility and Sewer Utility shall be required to work both the day before the holiday and the day after the holiday to receive holiday pay.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the employees of the Town of Georgetown and the employees of the Georgetown Water and Sewer Utilities, excluding the Officers, shall be paid overtime rate for all hours worked over 40 hours per week. No vacation days, sick leave, personal leave, funeral leave or holidays shall be counted toward hours worked, nor included in calculating whether an employee is entitled to overtime compensation.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the employees of the Town of Georgetown and the Town's Officers, including the employees of the Georgetown Water and Sewer Utilities, shall be paid for time off taken due to a death immediate family of the employee. A relative of a spouse of an officer or employee is not to be considered immediate family for the purpose of this Ordinance. This time allowed off shall be no more than three (3) calendar days.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the employees of the Town of Georgetown and the Town's Officers, including the employees of the Georgetown Water and Sewer Utilities, shall be entitled to one (1) week of vacation after one year of consecutive employment, and shall be entitled to two (2) weeks of vacation after two (2) years of consecutive years of employment. The officers and employees shall also be entitled to one (1) additional day of vacation pay for each consecutive year of employment over and above two (2) consecutive years of employment up to but not exceeding 15 days of paid vacation. Unused vacation time shall not be carried into successive years.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the employees of the Town of Georgetown and the Town's Officers, including the employees of the Georgetown Water and Sewer Utilities, shall be required to provide at least twenty-four (24) hours notice in requesting to take a vacation day. For employees of the Georgetown Water and Sewer Utilities said request shall be subject to the approval of the Utility Superintendent and for all other employees said request shall be subject to the approval of the applicable supervisor.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the employees of the Town of Georgetown and the Town's Officers, including the employees of the Georgetown Water and Sewer Utilities shall be entitled to one (1) sick day after completion of 60 days of consecutive calendar days of employment. Aforementioned employees and officers shall be eligible for one (1) additional day for each 60 consecutive calendar days of employment completed. Employees and Officers may accumulate and carry over into successive years up to, but not more than, fifteen (15) days of unused sick leave for a total of one hundred and twenty (120) hours, the same not to accumulate beyond fifteen (15) days. If any officer or employee should be absent from work for three (3) or more consecutive days, said employee or officer may only report back to work upon providing the Town of Georgetown with a doctor's statement concerning his/her illness and ability to return to work.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the employees of the Town of Georgetown and the Town's Officers, including the employees of the Georgetown Water and Sewer Utilities shall have sixteen (16) hours of personal time after completion of sixty (60) calendar days of consecutive employment to be taken in four (4) hour increments.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the Clerk/Treasurer, employees of the Town of Georgetown and the Town's Officers, including the employees of

the Georgetown Water and Sewer Utilities shall have the option of obtaining monthly disability benefits based on the individual's monthly salary from a company suitable to the Town Council.

That based on a six-month benefit period, the Town agrees to pay fifty (50) percent of the cost of such premium, and Clerk/Treasurer, officer or employee shall be responsible for the other fifty (50) percent of said premium. If the Clerk/Treasurer, officer or employee chooses a longer benefit period, that the Clerk/Treasurer, officer or employee will be responsible for one hundred (100) percent of the premium in excess of the six-month benefit period premium, in addition to fifty (50) percent of the six-month period premium.

The Town's obligation hereunder shall be contingent upon the individual Clerk/Treasurer, officer or employee being insurable and that policies contemplated will be individually underwritten and not part of a group policy, there being no guarantee that any applicant will be approved on a standard basis. The Town's obligation hereunder shall also be based on the individual employee or officer being insurable on a standard basis with no increased risk. Any Clerk/Treasurer, officer or employee not accepted as insurable by the insurance company shall not be entitled to additional or extra compensation in lieu of said coverage.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the Clerk/Treasurer, employees of the Town of Georgetown and the Town's Officers, including the employees of the Georgetown Water and Sewer Utilities, upon completion of sixty (60) consecutive calendar days of employment, shall be provided with medical insurance coverage contingent upon the aforementioned Clerk/Treasurer, Officer or employee or dependent family member to be insured, being insurable on a standard basis with no increased risk and based upon the

sole discretion of the Town Council and its chosen insurance carrier. Any Clerk/Treasurer, officer or employee not accepted as insurable by the insurance company shall not be entitled to additional or extra compensation in lieu of said coverage.

Optional family coverage shall be available for the immediate family of the Clerk/Treasurer, officer or employee which shall include only spouse and unmarried, legally dependent children, said children being nineteen (19) years old or younger unless a full-time college student, and then coverage shall be extended to the age of twenty-five (25) years.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the premiums for the aforementioned medical insurance for the Clerk/Treasurer, employees of the Town of Georgetown and the Town's Officers, including the employees of the Georgetown Water and Sewer Utilities shall be paid by the Town of Georgetown; and optional family or dependent coverage shall be paid and the costs borne by the individual Clerk/Treasurer, officer or employee seeking said optional coverage.

NOW, THEREFORE, BE IT FURTHER ORDAINED, that the Town of Georgetown's obligations and duties as set forth in the aforementioned Ordinance shall be terminable any time, at the Council's sole option and discretion by the passing of any subsequent Ordinance rescinding, amending or altering the effect of this Ordinance.

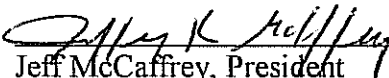
NOW THEREFORE BE IT FURTHER ORDAINED that should any term or provision of this Ordinance be declared to be unconstitutional or invalid by a court of competent jurisdiction, such determination shall not affect the remainder of this Ordinance which shall remain in full force and effect; and

NOW, THEREFORE, BE IT FURTHER ORDAINED that any provision of any Ordinance of the Town of Georgetown, Indiana that is in conflict with any provision this

Ordinance is hereby repealed to the extent of such conflict, and any provision of any Ordinance not in conflict with this Ordinance shall remain in full force and effect.

ADOPTED by the Town Council of the Town of Georgetown this 18<sup>th</sup> day of March, 2004.

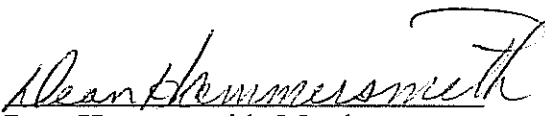
TOWN COUNCIL OF THE TOWN OF  
GEORGETOWN, INDIANA

  
Jeff McCaffrey, President

  
Gary Smith, Vice-President

  
Jay Renfrow, Member

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Jay Davis, Member

  
Dean Hammersmith, Member

ATTEST:

  
Doug Cook, Clerk-Treasurer