Cumberland Town Council

Ordinance 2020 – 02

Ordinance Amending Policies of the Employee Handbook Regarding Compensatory Time

Whereas, Section 00-03-32-01 of the Cumberland Town Code provides for policies for employment for the employees of the Town; and

Whereas, the Cumberland Town Council periodically reviews the provisions of these policies in order to ensure that these policies are consistent with Town practices and policies, and are compliant with federal and Indiana laws, rules, orders, and regulations, and are in the best interest of the citizens of Cumberland; and

Whereas, Section 6.04 of the Employee Handbook provides the Town’s policy in regards to holiday pay, and more specifically Section 6.04.2 provides for holiday pay for “Hourly Employees” and Section 6.04.4 applies for holiday pay for “Police Officers;” and

Whereas, there has been some confusion expressed regarding weather hourly-paid Police Officers should be paid according Section 6.04.2 or Section 6.04.4; and

Whereas, the Town Council finds that Section 6.04.2 of the Employee Handbook should be amended in order to clarify that it does not apply to police officers; and

Whereas, the Town Council further finds that Section 6.04.4 of the Employee Handbook should be amended to clarify that it applies to police officers paid on an hourly basis; and
It is therefore ordained that Section 2.03.5 of the Employee Handbook is revised, and the revised section is attached as Exhibit “A”.

It is further ordained that all provisions of the Employee Handbook which are inconsistent with the employment policies contained in this ordinance are deleted and replaced by the language contained in this ordinance.

It is further ordained that all other provisions of the Employee Handbook, which are not expressly amended by this ordinance, will remain in full force and effect.
Adopted this 15th day of January, 2020

A Majority of the Cumberland Town Council

Joe Siefker, President

Anna Pea, Vice President

Edward Loud, Council Member

Brian Gritter, Council Member

Breck Terheide, Council Member

ATTEST:

Erica Salmon, Clerk-Treasurer
Exhibit A

6.04.2 Hourly Employees: Hourly employees, other than police officers, who are required to work on a scheduled holiday will be paid at a rate for holiday pay equal to 1.5 times their normal hourly rate for such holiday hours worked. Additionally, they will receive substitute holiday leave that can be used at any time during the next 180 days of the award of the substitute holiday leave. The number of hours of such substitute holiday leave will be equal to the number of hours actually worked on the scheduled holiday. Any holiday hours worked must be approved by the employee’s immediate supervisor.

6.04.4 Police Officers: Hourly-paid police officers who work on January 1, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve, Christmas Day or New Year’s Eve will be paid at a rate for holiday pay equal to twice their normal hourly rate for such holiday hours worked. Additionally, all sworn police officers will receive alternate days off in lieu of the Town designated holidays. The amount of time off received will be equal to the number of Town declared holidays multiplied by eight hours. This time will accrue at the first of the year.