

<b>POLICY ID:</b> GEN-004		<b>TITLE:</b> <i>Public Service Recognition Policy</i>	
<input type="checkbox"/> ORIGINAL	<input checked="" type="checkbox"/> REVISION	APPROVED BY VILLAGE BOARD:	DATE:
EFFECTIVE DATE: <i>Immediate</i>		<i>Curtis J. Dale</i> , Village Clerk	2/24/15
APPLIES TO:		<input checked="" type="checkbox"/> FLSA EXEMPT	<input checked="" type="checkbox"/> FLSA NON-EXEMPT
		<input checked="" type="checkbox"/> REPRESENTED EMPLOYEES	<input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES
<p><i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i></p>			

**Purpose**

The Village of Kronenwetter wishes to acknowledge the time and effort spent by all those that Village residents have elected and the Board has appointed to the position of Village Trustee, Village President, and Village Municipal Judge. All of the people elected and appointed to these positions provide the citizens of the Village with their time and efforts and as a lasting memorial for their dedication, the Village hereby drafts this policy to acknowledge their service.

**Scope**

This policy shall retroactively cover all elected/appointed officials since the creation of the Village of Kronenwetter. The Village will charge the Village Administrator with implementing this policy using the procedures found below.

**Policy**

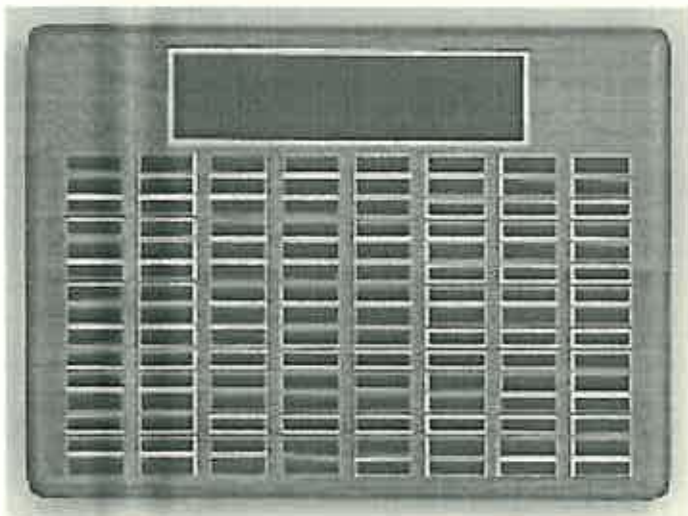
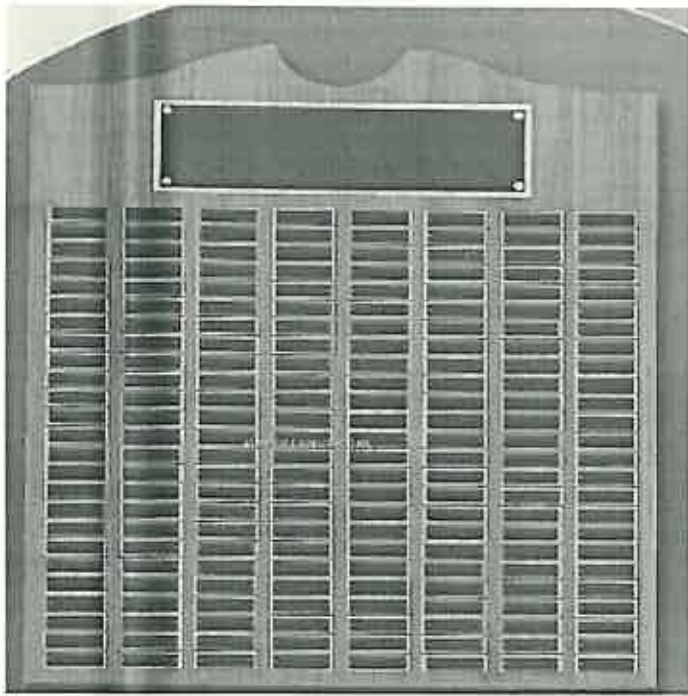
The Village Administrator shall purchase a large wooden plaque that shall read "Village Public Service" that the Village shall hang in the Kronenwetter Municipal Center. This plaque shall have space for smaller metal plaques that the Village can have removed and detailed with an outgoing elected/appointed official's name, their title, and the years of service of when they served, using the following format:

<p>John Doe 2009-2011 Village Trustee</p>
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Once an elected/appointed official has served their final day in office, at a future Village Board meeting, the Village Administrator will cause to have a recognition ceremony for those that are no longer serving with the Village in the capacity of Village Trustee, Village President or Village Municipal Judge.

At this recognition ceremony a paper certificate will be presented to the outgoing elected/appointed official, or in the case of where an elected/appointed official has died in office, to their surviving family member by the then sitting Village President. This certificate will detail the position that the elected/appointed officials served and the years of service. Also at this service, the Village shall reveal the small metal plaque detailing the outgoing official's name.

In the case where an elected/appointed official vacates one office for another, say in the case of when they have moved from Village Trustee to Village President, then the Village will waive the ceremony mentioned above and simply have the metal plaque detailing the first position added to the "Village Public Service" plaque.



Terry Wynn  
2011-2013  
Village Trustee