

ORDINANCE NO. 2021-16

AN ORDINANCE TO AMEND THE
MORGAN COUNTY PERSONNEL POLICY HANDBOOK

WHEREAS, the County Council of Morgan County, Indiana, (“Commissioners”) serve as the executive body of Morgan County, Indiana (“County”); and,

WHEREAS, in accordance with that role, the Commissioners are charged with transacting the business of the County, which includes oversight of the management of the various agencies of the County and all County employees; and,

WHEREAS, the Commissioners have taken several actions recently to modernize the various personnel management procedures of the County in order to ensure fairness and transparency to employees and prospective employees, as well as, compliance with applicable federal and state laws and regulations related to employment; and,

WHEREAS, one of these actions was the creation of the *Morgan County Personnel Policy Handbook* (hereinafter “*Handbook*”), which was adopted by the Council on December 7, 2020 and by the Commissioners on December 28, 2020; and,

WHEREAS, since its adoption, amendments have been recommended that would help clarify certain issues within the *Handbook*; and,

WHEREAS, one of the primary goals of the *Handbook* is to have a single resource for employees, department managers, human resources staff, and other relevant parties to have complete, consistent, and accurate information pertaining to employees’ various rights and obligations in connection with their employment with the County; and,

WHEREAS, in contemplation of the foregoing, the Council and Commissioners believe it is prudent to make such clarifying amendments in order to remove any existing ambiguity.

NOW THEREFORE BE IT ORDAINED that:

1. The *Morgan County Personnel Policy Handbook*, adopted and authorized by Ordinance # 2021-____, shall be amended as follows:

- a. Chart 4 of Chapter 4, Employee Benefits, Section 1, Paid Time Off (PTO), identified as Section 4.1 shall be amended as follows:

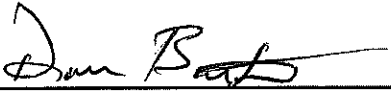
8 Hour Workday			12 Hour Workday-Sheriff Road Deputies			24 Hour Workday		
Yrs of Service	PTO (HRS)	PTO (Days)	Yrs of Service	PTO (HRS)	PTO (Days)	Yrs of Service	PTO (HRS)	PTO (Days)
0	112	14	0	154	14	0	336	14
1	136	17	1	187	17	1	408	17
2	152	19	2	209	19	2	456	19
3	160	20	3	220	20	3	480	20
4	176	22	4	242	22	4	528	22
5	184	23	5	253	23	5	552	23
6	192	24	6	264	24	6	576	24
7	200	25	7	275	25	7	600	25
8	208	26	8	286	26	8	624	26
9	216	27	9	297	27	9	648	27
10	224	28	10	308	28	10	672	28
11	232	29	11	319	29	11	696	29
12	240	30	12	330	30	12	720	30
13	248	31	13	341	31	13	744	31
14	256	32	14	352	32	14	768	32
15	264	33	15	363	33	15	792	33
16	272	34	16	374	34	16	816	34
17	280	35	17	385	35	17	840	35
18	288	36	18	396	36	18	864	36
19	296	37	19	407	37	19	888	37
20	304	38	20	418	38	20	912	38

2. These amendments shall be effective immediately and added to the *Morgan County Personnel Policy Handbook* as soon as practicable.
3. All other portions of the *Morgan County Personnel Policy Handbook* shall remain in full force and effect.

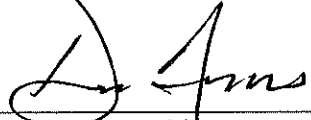
ALL OF WHICH IS ORDAINED AND ADOPTED by the Board of Commissioners
of Morgan County, Indiana on this 29th day of December, 2021.

**MORGAN COUNTY, INDIANA
BOARD OF COMMISSIONERS**

ATTEST:



DAN BASTIN
Morgan County Auditor



DON ADAMS, President



KENNY HALE

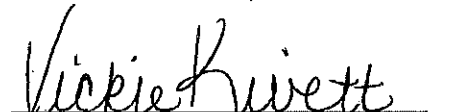


BRYAN COLLIER

ALL OF WHICH IS ORDAINED AND ADOPTED by the County Council of
Morgan County, Indiana on this 21st day of December, 2021.


MORGAN COUNTY, INDIANA
COUNTY COUNCIL



KIM MERIDETH, President


VICKIE KIVETT, Vice President


CHIP KELLER

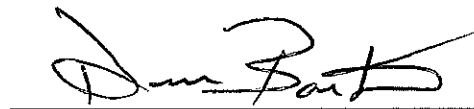

MELISSA GREENE


KELLY ALCALA


TROY SPRINKLE


JASON MAXWELL

ATTEST:


DAN BASTIN,

Morgan County Auditor