



Resolution No. 11-2021
Adoption Date: January 13, 2021

No Sufficiency of Funds Required Bibi Taylor
Form and Legality David Minichello

APPROVING THE AMENDMENT TO THE EMPLOYEE HANDBOOK

WHEREAS, the Board of Commissioners of the Union County Improvement Authority adopted Resolution 87-2020 on November 4, 2020 thereby amending the Employee Handbook; and

WHEREAS, upon recommendation of the UC Project Manager, there is a need to further amend the Employee Handbook as follows:

1. Compensation Section E - amend all reference of weekly payroll to semi-monthly processing of payroll; and
2. Absences from Work Section B – add payment of earned and unused sick leave upon retirement under the Public Employee Retirement System (PERS).

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Union County Improvement Authority that the Employee Handbook is hereby amended to reflect:

1. Effective February 1, 2021, payroll shall be processed on a semi-monthly basis on the 15th and 30th of each month. The Employee Handbook: Compensation Section E and all relevant sections shall be amended to reflect semi-monthly payroll processing versus weekly.
2. Effective immediately, employees retiring under the PERS with a minimum of either 25 years of service and age 55 or 15 years of service and age 62 shall be entitled to payment for earned and unused sick leave as follows:
 - a. 100 days - \$10,000
 - b. 200 days - \$12,500
 - c. 300 days - \$15,000

In the year that retirement is to occur, employees shall not be credited their annual allotment of sick leave, which shall count toward the total sick leave balance for payment purposes.

| Commissioner | Motion | Second | Yes/Aye | No-Nay | Abstain | Absent |
|----------------------------|--------|--------|---------|--------|---------|--------|
| David Barnett | | ✓ | ✓ | | | |
| Steve Hockaday | | | ✓ | | | |
| Christopher Kolibas | | | ✓ | | | |
| Debra Marshall | | | ✓ | | | |
| Andrea Mojica | | | ✓ | | | |
| Ahmed Shehata | | | ✓ | | | |
| Scott Huff, Vice Chairman | ✓ | | ✓ | | | |
| Sebastian D'Elia, Chairman | | | ✓ | | | |