

Personnel
2-18-19

19-0072

**RESOLUTION
TO REVISE EMPLOYEE POLICY MANUAL
OVERTIME / CALL-IN-PAY LANGUAGE**

WHEREAS, the City of Manitowoc's Employee Policy Manual provides continuity and consistency in the operations and administration of benefits and working conditions for all employees of the City of Manitowoc; and

WHEREAS, in an effort to offer fair pay and to calculate other overtime time pay in a fair manner, and to remain consistent with extending a benefit that has been held in place for some employees but not others, clarification is needed for Call-in and Overtime interpretations within the Employee Policy Manual; and

WHEREAS, at a meeting held on February 4th, 2019 the Personnel Committee approved modifications to the Employee Policy Manual, Article III, Hours of Work/Schedules/Overtime, to revise overtime/Call-in-Pay Language.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Manitowoc to approve the attached revisions to the Hours of Work/Schedules/Overtime language within the Employee Policy Manual.

BE IT FURTHER RESOLVED that the Human Resources Director and Finance Director are authorized to implement the revised Overtime/Call-in-Pay language, effective retroactive to January 1, 2019.

FEB 18 2019

INTRODUCED _____ ADOPTED _____

Justin M. Nickels, Mayor

APPROVED _____

This resolution was drafted by Kathleen M. McDaniel, City Attorney

Fiscal Impact:	Used estimates due to difficulty of calculating actual cost \$15,000-\$20,000 annually estimated cost
Funding Source:	Various departmental budgets
Finance Director Approval:	/sc
Approved as to form:	/kmm