AMENDMENT TO
ORDINANCE #262

AN ORDINANCE IDENTIFYING PAID HOLIDAYS, MAKING PROVISIONS
FOR PAID VACATIONS, ESTABLISHING SICK LEAVE BENEFITS, BEREAVE-
MENT LEAVE, AND REPEALING ALL ORDINANCES IN CONFLICT HEREWITH.

BE IT ORDAINED BY THE TOWN COUNCIL, TOWN OF GRANITE FALLS,
WASHINGTON:

Section 1: Definition of terms. For the purposes of this
Ordinance:

(a)   "Town" means the Town of Granite Falls, Washington.

(b)   "Employee" means a full time employee of the Town.

(c)   "Sick Leave" means time lost from work resulting from
      illness or injury.

Section 2: Paid Holidays:

The Following be and hereby are recognized as the sole and ex-
clusive paid holidays for employees of the Town of Granite Falls,
Washington:

        New Years Day, Washington's Birthday, Memorial Day,
        Independence Day, Labor Day, Thanksgiving & Christmas.

Section 3: Observance of Holidays:

The observation of the holidays set forth in Section 2 shall be
on the day and in the manner established for the observation of those
holidays by employees of the State of Washington, pursuant to RCW
1.16.050 and as the same may hereafter be amended.

Section 4: Holiday Work Authorization:

Part I.--The Town shall have the authority, through its authorized
officials, to direct Town employees to render services on each of the
aforesaid recognized holidays.

Part II.--Employees required to render services on a recognized
Holiday shall be relieved of the performance of duties for the Town
for an equal number of hours within thirty (30) days following said
Holiday.

Section 5: Provisions for Paid Vacations for Employees:

Part I.--Annual leave with pay shall be allowed all Town employees upon completion of one (1) year of employment with the Town and shall accrue as follows:

Upon completion of:		Accumulation per year:	
1	year	5	days
2	years	10	days
5	years	15	days
15	years	20	days

Part II.--For purposes of this Section, the year shall commence on the first day of employment with the Town and terminate on the anniversary date of employment with the Town.

Part III.--All vacation requests shall be approved by the Mayor or his designate.

Part IV.--All vacation time shall be used during the year accrued or the same shall be forfeited.

Part V.--Seniority will take precedence in approval of vacation requests.

Section 6: Sick Leave:

Part I.--Employees shall accumulate seven-twelfths (7/12ths) day sick leave for each calendar month worked, provided however, that no employee may accumulate more than seven (7) days of sick leave per full year of employment with the Town.

Part II.--Each employee may accumulate unused sick leave from one year to the next up to and not exceeding ninety (90) working days.

Part III.--An employee absent from work for more than three (3) consecutive working days due to illness or injury shall provide confirmation of treatment from a licensed medical practitioner and written permission from said licensed medical practitioner to return to work.

Part IV.--No employee is eligible to receive benefits of this Section 6 until he has been a full-time employee of the Town for six (6) months.

Part V.--Employees on sick leave who are eligible for state disability insurance are required to apply for said disability insurance benefits.

Part VI.--Unused sick leave shall be forfeited at the time of termination.

Part VII.--Upon retirement, unused sick leave up to 20 workdays shall be paid a current salary rate.

Section 7: Bereavement:

Part I.--Each employee shall be entitled to a maximum of ten (10) days leave with pay for absence caused by the death of said employee's spouse or child.

Part II.--Each employee shall be entitled to a maximum of three (3) days leave with pay for absence caused by the death of a parent, step-parent, grandparent, sibling, or parent-in-law.

Part III.--The aforementioned bereavement leave shall not be deducted from sick leave or vacation time.

Part IV.--Bereavement leave is noncumulative.

PASSED by the Town Council of the Town of Granite Falls, at a regular meeting thereof held on the 10th day of March, 1976.

Effective: April 1, 1976.

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ATTEST:

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