

ORDINANCE NO. 262

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

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

SECTION 1. The following be and hereby are recognized as the sole and exclusive paid holidays for employees of the Town of Granite Falls, Washington:

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

SECTION 2. Unless otherwise directed, each regularly employed town employee shall receive his or her normal daily rate of pay on each of the aforesaid days and not be required to labor on behalf of such town. The town, however, shall have the authority through its authorized officials to direct town employees to render services on each of the aforesaid days. In such case, each such town employee shall receive his or her normal rate of pay in addition to his or her holiday pay. Alternatively, at the election of the duly authorized town official, employees required to labor on a "paid holiday" shall be relieved of the performance of duties for the town for an equal number of hours during the same work week.

SECTION 3. For the purposes of this Ordinance, a work week is defined as a reoccurring 168 hour period commencing on Sunday at 12:00 a.m. and continuing through the immediately following Saturday at 11:59 p.m.

SECTION 4. Vacation time be and it hereby is fixed as follows:

<u>YEARS OF SERVICE</u>	<u>VACATION DAYS</u>
1 year to 15 years	10 days
15 years to 20 years	15 days
20 years and over	20 days

SECTION 5. All vacations shall be approved by the appropriate

town officer. All vacation time shall be taken in the year accrued or the same shall be forfeited. For purposes of this Section, the year shall commence on January 1, and terminate on December 31.

SECTION 6. Each regular employee shall accrue seven (7) days of sick leave per annum. Each regular employee shall have Doctor approval to return to work after three consecutive days of sick leave. Each regular employee shall be permitted to accrue unused sick leave but all accrued sick leave in excess of 56 hours shall be forfeited. Unused sick leave shall be forfeited at the time of retirement or termination.

PASSED by the Town Council of the Town of Granite Falls, at a regular meeting thereof held on the 11th day of September, 1974.

EUGENE E. DAY, Mayor Pro-Tem

ATTEST:  
ILENE LARSON  
Town Clerk