

CITY OF CRETE, NEBRASKA
CITY COUNCIL REGULAR MEETING

April 7, 2020

Notice of the meeting was given by posting and publishing in The Crete News, the appointed method for giving notice as shown by the Proof of Publication attached to the minutes. Advance notice of the meeting was also given to the Mayor and City Council. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open Meetings Act, Laws of the State of Nebraska in the back of the Council Chambers. Additional copies are available to read. The City may consider items listed on the agenda in random order. All proceedings shown were taken while the meeting was open to the attendance of the public.

Those in attendance pledged allegiance to the flag.

1. Open Meeting

Personnel Committee Chair Brian Carnes called the meeting to order at 4:59pm.

2. Roll Call

Brian Carnes: Present
Ryan Hinz: Present
Travis Sears: Present
Present: 3.

Also present: City Administrator Tom Ourada, City Clerk Judi Meyer, Finance Director Jerry Wilcox, City Attorney Kyle Manley, other City Council Members. No members of the public were physically in attendance due to COVID-19 assembly restrictions. Members of the public were provided information for attending by teleconference.

3. Items of Business

- A. Discuss and provide a recommendation to the City Council on adopting a new front-loaded sick leave policy for non-bargaining unit employees.

Recommend City Council approve the Personnel Rules and Regulations sick leave policy for non-bargaining unit employees. Carried with a motion by Ryan Hinz and a second by Travis Sears.
Brian Carnes: Aye, Ryan Hinz: Aye, Travis Sears: Aye
Aye: 3, No: 0

The policy allows front-loading of twelve days of sick leave for no-bargaining unit employees.

4. Officers' Reports

5. Adjournment

The meeting was adjourned at 5:07pm.

Sec 4.04 SICK LEAVE

BENEFIT:

Employees will be provided with 96 hours of sick leave at the start of each calendar year. Newly hired employees will be provided with a prorated amount based on hire date. Employees may accumulate up to 991 hours of sick leave.

Regular part-time status employees working thirty (30) or more hours per week will be provided with a prorated amount based on the scheduled hours worked. Temporary/Seasonal employees are not eligible for sick leave.

REPORTING OF ABSENCE FOR ILLNESS

In the event that an employee is absent from work, for reasons that entitle the employee to use the sick time leave bank, the employee is responsible for notifying his/her supervisor at least 30 minutes prior to duty time. If the employee fails to notify his/her supervisor or the person designated to receive such calls, no time bank leave will be approved, except in unusual circumstances to be determined by the Department Head.

Upon return to work, the employee shall submit to the City Clerk's Office an Absence Report form as provided in these rules.

INVESTIGATION OF USE OF MEDICAL LEAVE

Department Heads may investigate the alleged illness of an employee absent on sick leave due to illness. False or fraudulent use of sick leave may be cause for disciplinary action and may result in termination of employment.

MEDICAL STATEMENT

An employee who is absent on sick leave for more than three consecutive days because of an illness of his/her own or that of an immediate family member, will be required to furnish a statement signed by the attending physician or other proof of illness satisfactory to the Department Head before returning to work.

PAYOUT AT RETIREMENT

Remaining sick leave balance will be paid out to the employee upon death or retirement (age set forth in the pension documents) for one-half the value of the leave bank at the employee's current rate of pay.