

ORDINANCE NO. 20-259

AN ORDINANCE AMENDING ORDINANCE NO. 99-161 Town of Coosada Personnel Policy to include Amendment Ord No. 16-243

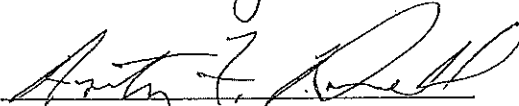
WHEREAS, the Town Council of the Town of Coosada, Alabama voted to amend the following section of the Town of Coosada's Personnel Policy in regards to comp time for an employee,

NOW THEREFORE, be it ordained by the Town Council of the Town of Coosada, Alabama as follows:

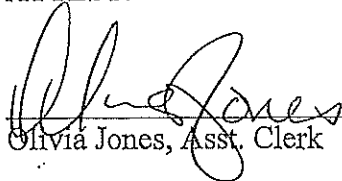
Section VI., Employee Compensation and Benefits, Subsection B, paragraph 2, shall be deleted and replaced with the following:

2. Non-exempt employees who work overtime for anything over 40 hours in a normal work week, shall be paid at the rate of 1 ½ times the hourly rate for each hour worked in excess of 40 hours in a normal work week and 1 ½ times the hourly rate for each hour worked on Sundays. The overtime earned will be paid within the pay period it is earned in and there will be no comp time earned to be taken off.

APPROVED AND ADOPTED this the 17th day of August, 2020.


Anthony Powell, Mayor

ATTEST:


Olivia Jones, Asst. Clerk

ORDINANCE NO. 20-259

AN ORDINANCE AMENDING ORDINANCE NO. 99-161 Town of Coosada Personnel Policy to include Amendment Ord No. 16-243

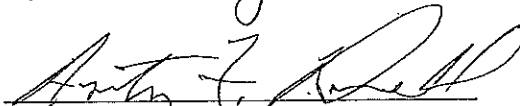
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NOW THEREFORE, be it ordained by the Town Council of the Town of Coosada, Alabama as follows:

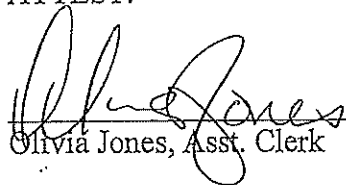
Section VI., Employee Compensation and Benefits, Subsection B, paragraph 2, shall be deleted and replaced with the following:

2. Non-exempt employees who work overtime for anything over 40 hours in a normal work week, shall be paid at the rate of 1 ½ times the hourly rate for each hour worked in excess of 40 hours in a normal work week and 1 ½ times the hourly rate for each hour worked on Sundays. The overtime earned will be paid within the pay period it is earned in and there will be no comp time earned to be taken off.

APPROVED AND ADOPTED this the 17th day of August, 2020.


Anthony Powell, Mayor

ATTEST:


Olivia Jones, Asst. Clerk

ORDINANCE NO. 16-243

AMENDMENT OF ORD# 99-161, The Town of Coosada Personnel Policy.

Whereas the Town of Coosada has in place an ordinance setting forth the Town of Coosada Personnel policy and,

Whereas the Fair Labor Standards Act has been amended and,

Whereas the personnel policy requires amendment in order to be in compliance with the Fair Labor Standards Act,

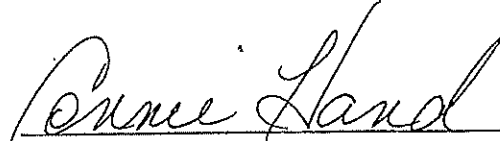
NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF COOSADA, ALABAMA AS FOLLOWS:

SECTION VI. EMPLOYEE COMPENSATION AND BENEFITS, Subsection B, paragraph 2, shall be deleted in its entirety and the following replaced in its stead:

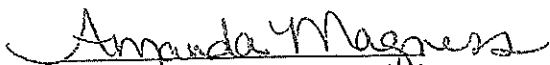
update 2016
2. Non-exempt employees overtime pay shall be paid at the rate of 1 ½ times the hourly rate for each hour worked in excess of forty hours in a normal work week and 1 ½ times the hourly rate for each hour worked on Sundays. However, upon resolution by the Town Council, non-exempt employees, if they agree in writing, may earn comp time instead of cash payment for overtime hours. The comp time must be provided at a rate of 1 ½ hours for each overtime hour worked. For example if a non-exempt employee works forty-four hours in a single week (4 hours of overtime) he or she would be entitled to six hours (1.5 times four hours) of compensatory time off. When used, the comp time is paid at the regular rate of pay. Said non-exempt employee may accrue up to 240 hours of comp time.

In all other respects Ordinance # 99-161 (and any previous amendments) will remain in effect.

ADOPTED AND APPROVED this 7th day of November, 2016.


CONNIE HAND, Mayor
Town of Coosada

ATTEST:


AMANDA MAGNESS, Clerk
Town of Coosada

ORDINANCE NO. 10-221
AMENDMENT OF ORD #99-161

**AN ORDINANCE AMENDING ORDINANCE NO. 99-161 THE
TOWN OF COOSADA PERSONNEL POLICY**

WHEREAS, the Town of Coosada has a personnel policy as set forth in Ordinance 99-161 as amended, and

WHEREAS, the Town Council has determined that the overtime and compensatory time of said policy is due to be amended to allow for overtime payment from Federal and State grants to police personnel, and

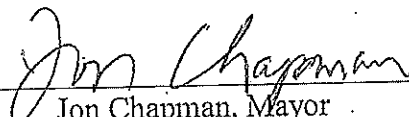
WHEREFORE, be it ordained by the Town Council of the Town of Coosada that Section VI B 3 of the Towns personnel policy be amended in its entirety as follows:

*New
update
2010*

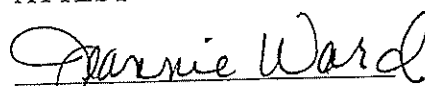
3. OVERTIME AND COMPENSATORY TIME

Police Department personnel are exempted from overtime compensation under the Fair Labor Standards Acts due to the size of the police force. However, police personnel will be credited with overtime in the following instances: (a) being called out for a town emergency or by the County Sheriff's Department; (b) performing official duties related to court appearances; (c) completing reports of investigations at the end of a tour of duty providing the time required is in excess of fifteen (15) minutes; or (d) performing police related work in support of State or Federal grant programs. For instances a,b and c such overtime will be recorded as compensatory time and shall be taken as scheduled or approved by the Personnel Officer. Instance (d) if payment for overtime to police personnel is authorized by any State or Federal grant program, the police personnel shall be paid overtime for work in excess of (40) hours per week if the Town of Coosada is reimbursed for said overtime payment by the State or Federal grant program or said personnel is paid directly from the State or Federal grant program.

ADOPTED and APPROVED this 12th day of January, 2010.


Jon Chapman, Mayor

ATTEST


Jeannie Ward, Clerk

VI. EMPLOYEE COMPENSATION AND BENEFITS

A. Pay Period

Employees will be paid bi-weekly. The pay period begins at 12:01 a.m. Friday each week and ends at 12:00 midnight the following Thursday.

B. Overtime and Compensatory Time

Overtime is normally defined as any time worked in excess of forty (40) hours in any one work week.

1. Exempt Employees

Exempt employees, as defined under the Fair Labor Standards Act, are not eligible for overtime pay. Unless specifically approved for overtime pay by the Town Council, exempt employees are expected to work a sufficient number of hours to complete their assigned work tasks and attend related evening meetings. When exempt employees work in excess of the typical work week, the Personnel Officer may grant compensatory time. Such compensatory time need not be granted on an hour-for-hour basis and should be scheduled, subject to the approval of the Personnel Officer, to be taken within one (1) month following the period of excessive work.

2. Non-exempt Employees

Non-exempt employees, other than police personnel, may not accept compensatory time in lieu of overtime pay. Overtime pay shall be paid at the rate of one and one-half times the hourly rate for each hour worked in excess of forty (40) hours in a normal work week and one and one-half times the hourly rate for each hour worked on Sundays.

3. Police Department personnel are exempt from overtime compensation under the Fair Labor Standards Act due to the size of the Coosada police force. However, police personnel will be credited with overtime in the following instances: (a) being called out for a town emergency or by the County Sheriff's Department; (b) performing official duties related to court appearances; or (c) completing reports of investigations at the end of a tour of duty providing the time required is in excess of fifteen (15) minutes. Such overtime will be recorded as compensatory time and shall be taken as scheduled or approved by the Personnel Officer.

4. Approval of Overtime

All non-exempt employees and exempt employees when authorized to be paid overtime, must request and be approved or instructed by the Personnel Officer to work overtime.