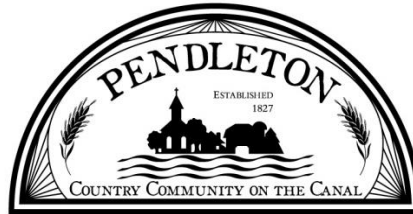


**TOWN OF PENDLETON**  
6570 Campbell Boulevard  
Lockport, NY 14094



*Supervisor Joel Maerten  
Councilman Jason Evchich  
Councilman David Fischer  
Councilman Justin Graham  
Councilman David Leible*

At the regular meeting of the Town Board of the Town of Pendleton, Niagara County, New York, held in the Board Room at the Town of Pendleton Town Hall, 6570 Campbell Boulevard, Lockport, New York, 14094 at 7:00 p.m. on March 9, 2020.

**WHEREAS**, the Town of Pendleton employs full and part-time employees, staffing departments in the Town Hall and Public Works Garage (including Highway, Water, and Sewer Department employees); and

**WHEREAS**, employees currently not employed in a full-time position do not receive any type of paid holidays, vacation, or other compensated paid time off; and

**WHEREAS**, the Town Board has determined that it is in the best interest of the Town of Pendleton and its dedicated workforce to adopt a policy whereby employees not employed in a full-time position may receive compensation for Federal and New York State holidays if they meet the conditions outlined below; and

**NOW, THEREFORE BE IT RESOLVED**, by the Town Board of the Town of Pendleton on this 9<sup>th</sup> day of March 2020 that part-time employees shall receive compensation for official holidays upon the following conditions:

- 1) The employee has worked for (13) thirteen consecutive pay periods prior to an official holiday.
- 2) Paid holidays shall be awarded for the period of January 1<sup>st</sup> to June 30<sup>th</sup> of a calendar year provided the employee averaged (32) thirty two hours of work per week during the six month interval of July 1<sup>st</sup> to December 31<sup>st</sup> of the previous calendar year.
- 3) Paid holidays shall be awarded for the period of July 1<sup>st</sup> to December 31<sup>st</sup> of a calendar year provided the employee averaged (32) thirty two hours of work per week during the six month interval of January 1<sup>st</sup> to June 30<sup>th</sup> the same calendar year.
- 4) An employee will be allowed compensation for an official holiday provided the holiday falls on a day on which the employee would typically work. An

employee will be considered to typically work on the day of the week of a given holiday provided the employee worked at least half of that specific day of the week during the interval outlined in #2 or #3 above.

- 5) The number of hours paid for a holiday shall be based on the average number of hours worked by the employee on the day of the week on which the holiday falls during the previous (6) six month interval outlined in #2 and #3 above and shall not exceed (8) eight hours.
- 6) Paid holiday parameters provided by this resolution do not apply to any employee covered by a collective bargaining agreement.
- 7) Official holidays explicitly include the following:
  - a) New Year's Day
  - b) Martin Luther King Jr. Day
  - c) President's Day
  - d) Good Friday
  - e) Memorial Day
  - f) Independence Day
  - g) Labor Day
  - h) Columbus Day
  - i) Election Day
  - j) Veterans' Day
  - k) Thanksgiving Day
  - l) Day After Thanksgiving
  - m) Christmas Day
- 8) This resolution shall take place immediately.

The above resolution was offered by \_\_\_\_\_, who moved for its adoption, and seconded by \_\_\_\_\_.

The following vote was taken and recorded as:

	Aye	Nay
Supervisor Joel Maerten		
Councilman Jason Evchich		
Councilman David Fischer		
Councilman Justin Graham		
Councilman David Leible		