

**VILLAGE OF PORT DICKINSON**  
**Work Session Agenda**  
**March 25, 2014**  
**5:00pm**  
**at Port Dickinson Village Hall**

1. Truck weight/length on Village streets
2. Personnel policy
3. CMOM report
4. MS4 report
5. Lot at corner of Lincoln & River St.

*CURRENT PERSONNEL POLICY:*

*ARTICLE 15 - SICK LEAVE WITH PAY*

- 1.) After completion of six months of continuous service, any employee will be entitled to accumulate sick leave from the date of his employment. Employees with less than six (6) months of service are not eligible for sick leave pay.
- 2.) A credit for sick leave shall be allowed at the rate of one (1) working day per month for each month of service to the Village. No credit for sick leave shall be allowed unless the employee shall have been on full pay status at least fifty percent (50%) of the working days of the calendar month. Such accumulation per employee shall be unlimited.

*ARTICLE 16 - BEREAVEMENT LEAVE*

- 1.) The Village shall grant a bereavement leave in the event of a death in the immediate family of an employee covered by this document.
  - a.) Non-police employees shall be entitled, when such leave is required, to three (3) consecutive working days with regular pay and, if out of town, any additional travel time which the Village may, in its discretion, deem necessary and proper, to arrange for or to attend the funeral and burial. The Immediate Family shall be deemed to be spouse, children, step-children, mother, father, step-father, step-mother, brother, sister, grandparent, grandchild, mother-in-law or father-in-law, son or daughter-in-law of the employee and an employee's relative who is a permanent resident of the employee's household.
  - b.) Police Department employees shall be entitled, when such leave is required, to two (2) consecutive twenty-four (24) hour duty days with regular pay and, if out of town, any additional travel time which the Village may, in its discretion, deem necessary and proper, to arrange for or to attend the funeral and burial. The Immediate Family shall be deemed to be spouse, children, step-children, mother, father, step-father, step-mother, brother, sister, grandparent, grandchild, mother-

in-law or father-in-law, son or daughter-in-law of the employee and an employee's relative who is a permanent resident of the employee's household.

- 2.) One (1) day with regular pay (if applicable) will be allowed for the uncle, aunt, brother-in-law, sister-in-law, grandparent of the employee's spouse.