

RESOLUTION NO. 2011- 5

**A RESOLUTION ADOPTING UPDATED
PERSONNEL POLICY NUMBER 302
FOR KIOWA COUNTY, KANSAS**

WHEREAS, K.S.A. 19-101a, as amended provides that the Board of County Commissioners shall home rule authority; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Kiowa County, Kansas:

POLICY NUMBER 302: HOLIDAYS

The current personnel policy shall be removed and replaced with the following:

POLICY NUMBER 302

TITLE: Holidays

Holidays will be determined by the Kiowa County Board of Commissioners. The holiday schedule will be adopted annually.

When any regular holiday falls on a Saturday or Sunday, the preceding Friday or following Monday may be declared a holiday.

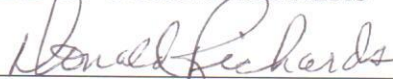
Full-time employees will be paid for holidays based upon the rate of pay for one average work day. Kiowa County has average work days of eight hours, nine hours and twelve hours, depending on the department in which they are employed unless they typically work less than the average work day of their department. In the event an employee's day off falls on a holiday, the employee shall be entitled to compensation equal to an average work day.

In order to receive holiday pay, an employee must either work or be on paid leave the work day before and the work day after the holiday. If an employee is on leave without pay for any portion of the work day immediately before or after the holiday, the employee is not eligible to receive holiday pay.

Full-time employees who are required to work a declared holiday shall be compensated at two and one-half times the employee's regular rate of pay.

Passed and adopted this 7 day of March, 2011

KIOWA COUNTY
BOARD OF COMMISSIONERS



Don Richards, Commissioner

Ronald Freeman

Ronald Freeman, Commissioner

John Unruh

John Unruh, Commissioner

ATTEST:

Carmen Renfrow

Carmen Renfrow, Kiowa County Clerk