

PREPARED BY:

**CLERK, CITY OF TROY
116 E. MARKET
TROY, IL 62294**

CITY OF TROY

RESOLUTION 2023 – 22

**A RESOLUTION OF THE CITY OF TROY, ILLINOIS
TO AMEND THE CITY'S PERSONNEL POLICY**

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF TROY, ILLINOIS
THIS 17TH DAY OF APRIL 2023**

RESOLUTION NO. 2023 - 22

**A RESOLUTION OF THE CITY OF TROY, ILLINOIS,
TO AMEND THE CITY'S PERSONNEL POLICY**

WHEREAS, the Council of the City of Troy recognizes the need to review and update periodically and incorporate changes in laws and business practices to the City of Troy Personnel Policy Handbook; and

WHEREAS, revision and additions for the City of Troy Personnel Policy Handbook will be made available to all employees in hard copy and electronic formats; and

WHEREAS, revisions to the City of Troy Personnel Policy Handbook have been reviewed by City Department Heads, Union Officials and the City Council; and

WHEREAS, copies of the revised Personnel Policy Handbook will be maintained in the City Administrator's and Clerk's offices; and

WHEREAS, a portion of the original section 4.4 "Overtime" was omitted from the language submitted and approved by resolution 2023-17 on March 6, 2023.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF TROY, ILLINOIS, that section 4.4 "Overtime" the revised City of Troy Personnel Policy Handbook, dated March 6, 2023, is hereby amended. The previous section 4.4 is hereby replaced with the amended version, marked as "Attachment A".

PASSED by the City Council of the City of Troy, Madison County, Illinois, approved by the Mayor, and deposited in the office of the City Clerk this 17th day of April, 2023.

Aldermen Vote:

Dan Dawson	<u>AYE</u>	Sam Italiano	<u>AYE</u>	Ayes:	<u>7</u>
Tim Flint	<u>AYE</u>	Debbie Knoll	<u>AYE</u>	Nays:	<u>0</u>
Elizabeth Hellrung	<u>AYE</u>	Tony Manley	<u>ABSENT</u>	Absent:	<u>1</u>
Nathan Henderson	<u>AYE</u>	Troy Turner	<u>AYE</u>	Abstain:	<u>0</u>



APPROVED:

By: *David Nonn*
DAVID NONN, Mayor
City of Troy, Illinois

ATTEST:

By: *Kimberly Thomas*
KIMBERLY THOMAS, Clerk
City of Troy, Illinois

Attachment A

1.1 Overtime

Unless otherwise expressly provided by separate writing, all time worked by a non-exempt employee in excess of a normal, 40-hour calendar week work week will be compensated at the overtime rate of one and one-half (1 ½) times the employee's regular rate of pay, and double time and a half for holidays or Sundays. This section applies only to non-exempt employees under the FLSA. Special rules are applied for certain Police Department employees as outlined in respective collective bargaining agreements.

If an employee is called back to work after regular working hours, the employee shall be paid at the rate of time and one-half (1 ½). The employee shall be paid for a minimum of two (2) hours. Department Heads are encouraged to monitor overtime use closely and keep it at a minimum.