

RESOLUTION NO. 94-04

A RESOLUTION CONCERNING THE SALARY AND COMPENSATION OF
EMPLOYEES AND OFFICERS OF WOODSON COUNTY

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF WOODSON COUNTY, KANSAS THAT BY A MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS SITTING IN REGULAR SESSION ON THE _____ DAY OF _____, 1994 ADOPT THE FOLLOWING PROVISION CONCERNING THE COMPENSATION AND SALARY OF EMPLOYEES AND OFFICERS OF WOODSON COUNTY, KANSAS, to-wit:

1. In order to have a more fair, flexible and up-to-date pay plan for County employees and officers of Woodson County the following provisions are adopted.

2. The Woodson County Sheriff and Deputies are not included in these provisions as they have their separate pay provisions. However, the provisions regarding when annual pay increases can be given and when annual vacation time starts accruing as provided herein will apply to the Woodson County Sheriff and Deputies.

3. The Sheriff's dispatchers, hourly employees (both full-time and part-time), salaried employees and officers (both full-time and part-time), and county officers are covered by the provisions herein.

4. All County elected officers will receive a salary no less than the previous elected officer was receiving on the day such officer vacates that position, providing the duties of that position are the same. The Board of County Commissioner's may adjust the salary if they deem it appropriate.

5. The Board of County Commissioner's shall set the salary of all Department Supervisors, both elected and appointed. Such persons include the County Clerk, Treasurer, Register of Deeds, Appraiser, County Attorney, Road Superintendent, Noxious Weed Director, Rural Fire Chief, Maintenance Supervisor, Ambulance Director, Emergency Preparedness Coordinator, Solid Waste Supervisor and any other Department Supervisors that may be created in the future.

6. The current Department Supervisors and Officers will continue with the present salary as provided by the previous step-pay plan where their duties remain the same.

7. Each salaried employee and officer of the county shall be entitled to a merit pay raise of \$35.00 per month on the anniversary date of employment of such employee or officer if such

merit pay raise is approved by the Board of County Commissioners. Each salaried employee and officer must request such pay raise by completing the proper form and procedures as heretofore set forth by prior Resolution. All increases in salary for salaried employees and officers, including annual anniversary merit pay raises, can be given only in \$35.00 per month increments, however, more than one increment may be given by the Board of County Commissioner's at any one time.

8. The following provisions shall apply to all part-time hourly and part-time salaried employees of Woodson County working a regular schedule and not temporary or seasonal employees, to-wit:

(a) Each such part-time hourly or part-time salaried employee shall continue at his or her current rate of compensation as of the date of adoption of this resolution.

(b) Part-time salaried employees shall be entitled to a merit pay raise as of the anniversary date of their employment in increments of \$20.00 per month if so approved by the Board of County Commissioners.

(c) Part-time hourly employees shall be entitled to merit pay raises as of the anniversary date of their employment in increments of \$.10 per hour if approved by the Board of County Commissioners.

(d) All pay raises for part-time salaried employees and part-time hourly employees must be requested by the employee pursuant to the proper forms and procedure as set out in prior resolutions.

(e) Part-time employees working on a regular schedule, after six months employment, shall be eligible for all medical insurance carried by the County, but at the employees cost and expense unless medical insurance is currently provided by the County to a part-time hourly or salaried employee as of the time of adoption of this resolution.

(f) Vacation time for regularly scheduled part-time employees will be allowed on the same percentage as time worked. (e.g. Thirty (30) hour work week will entitle employee to 75% vacation benefits of an otherwise full-time employee).

(g) Each employee paid by the hour who works a regularly scheduled forty (40) hour work week will be entitled to an annual merit pay raise as of the date of his anniversary date of employment in \$.15 per hour increments, if approved by the Board of County Commissioner's.

(h) Department Supervisors will set the hourly wage of the employees within their respective departments based on education, training, job description, performance and other criteria they may deem appropriate. Raises within the departments for full-time hourly employees may be given in more than one increment at a time for appropriate reasons, such as schooling, on-job training, promotion to new job classification, etc.

(i) All full-time hourly employees requesting their annual merit pay raise must do so by completing the proper form and procedure heretofore set forth in prior resolutions.

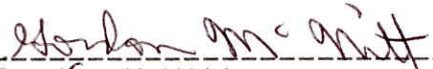
(j) Each department shall develop and maintain a current list of all job classifications with job description for each classification. Such list shall be approved by the Board of County Commissioner's and each current employee shall be assigned a job classification. No raises will be given until this requirement is met by the Department Supervisors.

(k) County Commissioner's salaries will increase by \$25.00 per month per year effective January 1, 1995.

(l) Effective January 1, 1994 all county employees or officers requesting wage or salary increases must do so as of the anniversary date of their employment and any wage or salary increases so approved will be effective as of such employees or officers anniversary employment date. This provision shall also apply for determining when such employees annual vacation time shall accrue or commence.

(m) This Resolution shall take effect upon publication one time in the Yates Center News.

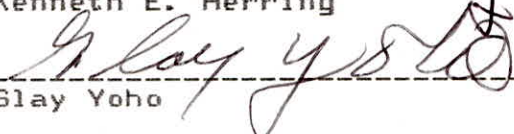
WOODSON COUNTY COMMISSIONERS:



Gordon McNitt



Kenneth E. Herring



Glay Yoho

ATTESTED BY:



Sandra Solander
County Clerk