

Introduced by: City Manager Healy
 Date: September 14, 2004
 Public Hearing: September 28, 2004
 Action: Postponed to the October 12
 regular meeting
 Date: October 12, 2004
 Action: Adopted
 Vote: Unanimous

CITY OF PALMER, ALASKA

ORDINANCE NO. 635

AN ORDINANCE REGARDING CHAPTER 2.58 (PERSONNEL REGULATIONS); AMENDING SUBSECTION C OF 2.58.200 (GENERAL PROVISIONS); AMENDING SUBSECTION C OF SECTION 2.58.240 (PROBATIONARY PERIOD); AND AMENDING SUBSECTION C AND REPEALING SUBSECTION E OF 2.58.310 (HOLIDAYS WITH PAY); OF TITLE 2 (ADMINISTRATION AND PERSONNEL)

The City of Palmer ordains:

Section 1. Classification. This ordinance shall be permanent in nature and shall be incorporated into the Palmer Municipal Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Section 2.58.200 (E) is hereby amended to read as follows (new language is underlined and deleted language is stricken out):

2.58.200 General provisions.

E. ~~Employment of relatives in city employment~~ Nepotism. No more than one person from an immediate family (~~husband-wife, parent-child~~) may be employed full time in any single department. In addition, no ~~family member~~ employee may supervise or be supervised by ~~another~~ immediate family member in full-time or non-full-time employment with the city. In this subsection, "immediate family" shall be defined for all employees, as an employee's spouse, child, or parent, and for an employee hired after October 12, 2004, include any person who resides for more than 60 days with the employee.

Section 4. Section 2.58.240 is hereby amended to read as follows (new language is underlined and deleted language is stricken out):

2.58.240 Probationary period.

A. All new employees shall serve a probationary period of one thousand forty hours worked, exclusive of overtime, with the exception of peace officers who are subject to a longer probationary period, as prescribed by the state of Alaska law or regulation or other governmental regulation, in which case the employee's probationary period shall be extended in accordance with such law or regulation. In the event, however, that due to state law or regulation, or other governmental law or regulation, the probationary period of an employee is greater than one thousand forty hours worked, exclusive of

overtime, the employee is entitled to a performance evaluation and possible recommendation for a merit increase, and shall be compensated for any ~~holidays~~, earned leave time or any other fringe benefits and may use leave time ~~and have holidays with~~ pay starting at the end of a period when the employee has worked one thousand forty hours, exclusive of overtime, from date of hire into the current job classification. Should an employee in a probationary status be transferred to another level, the probationary period for the new level shall start on the date of transfer. After an employee has completed one thousand forty hours of work, exclusive of overtime, in the new level to the satisfaction of his or her department head, the employee may be advanced one increment to the next higher pay step in the salary range of the class. That date becomes the employee's merit anniversary date.

- B. A probationary employee is entitled to no notice before discharge, and a probationary employee is entitled to no severance pay upon discharge.
- C. During his or her probation period, a probationary employee neither earns nor vests any ~~holiday benefits~~, leave time, seniority, or other such fringe benefits (not required by law). However, upon satisfactory completion of probation, an employee shall be credited with ~~holiday benefits~~, leave time and seniority from the date of initial employment. A probationary employee shall be eligible for holiday benefits during his or her probationary period.

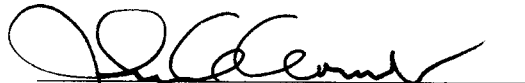
Section 5. Subsection 2.58.310 is amended to read as follows (new language is underlined and deleted language is stricken out):


2.58.310 Holidays with pay.

- C. For employees having other than a regular schedule of Monday through Friday work week, ~~a holiday falling on a regular work day will be paid at the usual rate for the day worked and in addition it will be paid as a holiday~~ a holiday falling on a regular day off without pay will entitle the employee to one additional day of leave with pay. In this situation the department head and the employee shall mutually agree on the additional day of leave with pay to be taken within one month of the holiday.
- D. ***
- ~~E. Employees shall not be entitled to holiday pay unless they work the day before and the day after the holiday or are on prior authorized leave.~~

Section 8. Effective Date. This ordinance shall become effective upon adoption.

Passed and approved this 12th day of October, 2004.


John C. Combs, Mayor


Janette M. Persinger, City Clerk