

AYERSVILLE WATER & SEWER DISTRICT

Resolution No. 1607.02 (07/²¹~~12~~/2016)

Board of Trustees' Resolution Revising the Employee Handbook.

WHEREAS, the Board of Trustees has the authority to adopted personnel rules and regulations concerning personnel matters, including but not limited to: employment, pay practices, absences from work, employee benefits, personal conduct, safety, travel and work vehicles, and other personnel matters; and

WHEREAS, the Employee Handbook for the Ayersville Water and Sewer District serves as the governing document of all employees, volunteers, appointed officials and independent contractors for the Ayersville Water and Sewer District; and

WHEREAS, the Employee Handbook should be updated when there is a significant change in policy or procedure.

NOW THEREFORE, IT IS RESOLVED by the Board of Trustees of the Ayersville Water & Sewer District:

To revise the "Use of District Property" Policy in Section B, Subsection 4 "Cell Phone and other Electronic Devices" of the Employee Handbook

by removing: "The District Manager will be reimbursed at a rate of \$360 a year for a personal cell phone used in connection with District business. The District will not reimburse the District Manager for any damage to his personal cell phone."

and adding: "The District will provide a cellular phone to authorized employees when needed for business purposes."

7-21-16
Date


President, Board of Trustees

I hereby certify that this Resolution was passed by the Board of Trustees of the

Ayersville Water & Sewer District on 07/21/2016.


Secretary