ORDINANCE 2018-06

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REPEALING AND RECREATING SECTION 22.05(HOLIDAYS) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN

Purpose: The purpose of this Ordinance is to amend the list of holidays for full time employees and compensation for holiday work.

The Common Council of the City of Prairie du Chien, Crawford County, Wisconsin, do ordain as follows:

Section 1: That Section 22.05 (Holidays) of the Municipal Code of the City of Prairie du Chien, Wisconsin shall be re-created to read as follows:

22.05 (HOLIDAYS)
(1) Full-time employees shall be entitled to the following holidays off with pay:
   a) New Year’s Day
   b) Martin Luther King Day
   c) Memorial Day
   d) Independence Day
   e) Labor Day
   f) Thanksgiving Day
   g) Friday after Thanksgiving
   h) December 24
   i) December 25
   j) New Year’s Eve
   k) Two (2) floating holidays of their choice.
      i) The employee must give notice to his/her supervisory employee one week in advance of the day selected to be used as the floating holiday. Floating holidays must be used as a full day and not as a fraction thereof. Floating holidays must be taken prior to the end of the year and cannot be carried over into the following year.
      ii) Floating holidays will be prorated for employees commencing employment during the calendar year.

(2) All employees shall receive holiday pay which shall be the number of the employee’s regular hours at their regular rate of pay. Employees who work on a holiday or any part of a holiday shall receive the following:
   (a) Non-salaried employees shall receive compensation at a rate of one-and-a-half times their regular rate of pay or one-and-a-half times compensatory time, in addition to holiday pay for all hours worked during such holiday. The employee may choose between pay or compensatory time.
   (b) Salaried employees shall receive one-and-a-half times compensatory time in addition to holiday pay for all hours worked during such holiday.
   (c) For this section 22.05, “salaried employees” are defined as City Administrator, City Clerk-Treasurer, Chief of Police, Police Lieutenant, Fire Chief, Utility Director, City Planner, Park & Recreation Director, Library Director and Zoning Administrator. “Non-salaried employees” are defined as all employees not falling within the definition of “salaried employees”.

(3) When a holiday falls on a Saturday, the preceding Friday shall be designated as the holiday. When a holiday falls on a Sunday, the following Monday shall be designated as the holiday.
(4) Employees on unpaid leave of absence are not eligible for holiday pay.

Section 2: Any ordinance or parts thereof inconsistent herewith are hereby repealed.

Section 3: This Ordinance shall be effective from its passage and publication as required by law.

Passed and approved this 17th day of July, 2018.

David Hemmer, Mayor

ATTEST:

Chad Abram, City Administrator

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Certification

I, Tina Fuller, am the duly qualified and acting City Clerk of the City of Prairie du Chien, Crawford County, Wisconsin. I hereby certify that the aforementioned is a true and exact reproduction of the original ordinance or resolution adopted by the Common Council.

IN WITNESS WHEREOF, I have executed this Certificate in my official capacity on this 18th day of July, 2018.

(SEAL)

Tina Fuller
City Clerk