

The Greenville Town Board met in executive session, Monday, December 19, 1981 at 7:00 p.m. to revise personnel policy for the Greenville Water Utility.

Present was Jack Sprigler, Buck Spears, V. J. Miller and Grace Martin.

Coming before the board were numerous items concerning changes in policies and other items.

Mr. James Hartfield, insurance carrier representative, presented to the board various plans such as hospitalization, retirement, long term disability and other plans and changes.

The board adopted the following benefit plans:

Retirement Plan: Eligibility - Permanent employee with 3 years service and minimum age of 25 years.
Cost: Approximately \$2,600 per year.

Long Term Disability: Eligibility - Permanent employee as defined in Personnel Manual.

Also approved were: Change in office hours to 8:00 a.m. - 4:30 p.m.
Effective January 1, 1982
Monday thru Friday

Increase in life insurance coverage for all employees to amount of base salary.

Change in hospitalization and surgical coverage carrier to Travlers- Plan Z

Change holiday time off:

Add: Good Friday
Friday after Thanksgiving
Christmas Eve.

Delete: Employees' birthday
Washingtons' birthday

Also changed was elimination of sick days. If employee must be off due to illness/injury the employee must notify a board member (one of three) that he/she will be absent due to illness/injury and for what period of time. Employees absent for two (2) days must present any board member with a doctors statement showing diagnosis, prognosis and time missed, or expected time for recovery.

Employees due sick days at the end of 1981 will be paid for unused days,

Elimination of compensatory time off.

Authorized payment to Ray Huckleberry for time not paid previously due to job injury. This is allowed since the board did not properly inform employees of the requirement of compensation benefits. This does not create a precedence but merely to recognize an administrative error and such payment will not be made again.

The board also placed Ray Huckleberry on annual salary pay basis at the rate of \$18,000 per year. Additional responsibilities will be given Mr. Huckleberry. No overtime is allowed under this pay structure. This is effective January 1, 1982.

The board also approved an increase in salary for M. Evans to \$4.50 per hour effective January 1, 1982.

The board also requested that Ms. Gibson be offered the hospitalization plan coverage under the group.

All changes noted above are effective January 1, 1982 unless otherwise noted.

Jack Sprigler
Jack Sprigler, President of the Board

V. J. Miller
V. J. Miller, Board Member

H. L. Spears
H. L. Spears, Board Member

Grace Martin
Grace Martin, Secretary of the Board