

TOWN OF CENTERVILLE, TENNESSEE

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING EMPLOYEES OF THE TOWN OF CENTERVILLE TO CONTRIBUTE ACCUMULATED SICK LEAVE TO EMPLOYEES WHO HAVE EXPERIENCED SERIOUS ILLNESS OR INJURY AND REGULATING SUCH CONTRIBUTIONS

WHEREAS, employees of the Town of Centerville accumulate sick leave on the basis of one day per month, with no limitation on the total amount of sick leave that may be accumulated; and

WHEREAS, although not a common occurrence, it sometimes becomes desirable for employees who have accumulated sick leave to contribute such leave to employees who are unable to work due to serious illness or injury; and

WHEREAS, MTAS model personnel policies make provision for contributing or loaning accumulated sick leave; and

WHEREAS, contributing sick leave is a common procedure in many governments today, and in many instances sick leave banks are created for just such a purpose; and

WHEREAS, the Board of Mayor and Aldermen has determined that it is desirable and necessary to authorize employees of the town to contribute accumulated sick leave to help those employees with serious illnesses or injury, provided that safeguards are established to ensure that the illness or injury is serious and that employees who wish to contribute do not do so in a manner that diminishes their ability to deal with personal injury without loss of pay; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Centerville, Tennessee:

Section 1. Employees with a minimum of eighteen (18) days of accumulated sick leave may contribute up to five (5) days of such leave to another employee who is unable to work due to serious illness or injury in accordance with all of the following conditions:

- a. The employee who is to receive the contribution shall submit to the Human Resources Director, or have submitted on his/her behalf, a doctor's statement attesting to the seriousness of the illness or injury and the employee's inability to work; and
- b. The Human Resources Director, at his/her discretion, attests to the Mayor that the employee who is to receive the contribution has not unnecessarily abused sick leave privileges; and
- c. The Mayor, at his/her discretion, approves the contribution of sick leave, the total

contribution of which may not exceed 90 days.

d. No contribution of sick leave shall be made unless all of the conditions specified in a, b, and c above are met.

Section 2. This ordinance shall become effective upon final reading, the public welfare requiring it.

Passed this:

First Reading: _____

Second Reading: _____

Third Reading: _____

Mayor

Attest: _____

Recorder