

COMMONWEALTH OF KENTUCKY
CITY OF WEST BUECHEL

MUNICIPAL ORDER # 2023-002

MUNICIPAL ORDER NO. 2023-002 OF THE CITY OF WEST BUECHEL, KENTUCKY, MODIFYING PERSONNEL POLICIES FOR THE CITY OF WEST BUECHEL TO INCLUDE JUNETEENTH AS A CITY HOLIDAY AND TO CLARIFY THE COMPENSATION FOR HOURLY EMPLOYEES WHO WORK ON CITY HOLIDAYS.

At a Special Meeting of the City Council of West Buechel, Kentucky, held on the date set out below, a Motion to read and adopt the following Municipal Order was duly made, seconded and approved:

BE IT ORDERED, that the City of West Buechel hereby modifies the City of West Buechel Personnel Policies and Procedures 2019 edition, Section 8 (Paid and Unpaid Leave) to state that:

1. Juneteenth be added to the list of City Holidays; and
2. All hourly employees who work on a holiday shall receive their regular pay plus eight (8) hours of holiday pay.

BE IT FURTHER ORDERED that the Mayor of the City of West Buechel and/or her designate, be and is hereby authorized and directed to take all steps necessary to perfect this Order.

Authorized and adopted at a special meeting held on May 22, 2023.


Brenda Moore, Mayor

Attested by:


Debbie Batliner, City Clerk

**Section 8 –
Paid and Unpaid Leaves**

Holidays

(1) All full-time city employees shall receive paid leave for the following holidays:

- a. New Year's Day
- b. Martin Luther King Day
- c. President's Day
- d. Good Friday
- e. Memorial Day
- f. Juneteenth
- gf. Independence Day
- hg. Labor Day
- ih. Columbus Day
- ji. Veterans Day
- kj. Thanksgiving Day
- lk. Day after Thanksgiving
- ml. Christmas Eve
- nm. Christmas Day
- on. New Year's Eve

- (2) In addition to the above, any day may be designated as a holiday by proclamation of the city council.
- (3) When a holiday falls on a Saturday, the preceding business day shall be considered the holiday; when a holiday falls on a Sunday, the following business day shall be considered the holiday.
- (4) Except in emergency situations, employees must work the last scheduled day before and the first scheduled day after a holiday in order to be paid a holiday unless the absence(s) is/are approved in advance.