

RESOLUTION NO. 2016 -- _____

A RESOLUTION AMENDING THE AGENCY'S PERSONNEL POLICY MANUAL ADDING A CHANGE REGARDING PAYROLL.

WHEREAS, the Board of Directors has reviewed and recommended a change to the Agency's Personnel Policy relative to payroll administration; and

WHEREAS, it is recommended that the following amendment and addition to the Agency's Personnel Policy Manual be:

"In the event that an agency pay period falls on a bank holiday and the bank cannot deposit funds for the agency's payroll, then payroll deposits may be made on the proceeding day.

For example, the November 11, 2016 payroll date is also Veteran's Day, a legal bank holiday. Since direct deposit payrolls will not be made on the holiday nor until the next regularly scheduled work day (November 14, 2016), accommodations should be made to permit the employees to receive their paychecks prior to the November 11th date."

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Lorain Port Authority:

SECTION I. That the following amendment/addition to the Agency's Payroll Policy be made to the Personnel Policy:

"In the event that an agency pay period falls on a bank holiday and the bank cannot deposit funds for the agency's payroll, then payroll deposits may be made on the proceeding day.

For example, the November 11, 2016 payroll date is also Veteran's Day, a legal bank holiday. Since direct deposit payrolls will not be made on the holiday nor until the next regularly scheduled work day (November 14, 2016), accommodations should be made to permit the employees to receive their paychecks prior to the November 11th date."

SECTION II. It is found and determined that all formal proceedings and actions of this Board concerning and relating to the passage of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22, of the Ohio Revised Code.

Ayes:

Nays:

Abstain:

Adopted:

Carl Nielsen, Chairman

Richard M. Novak, Executive Director