



Incorporated 1872

VILLAGE OF CLAYTON

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Resolution No. 2021-06

A Resolution Acknowledging Updates to the Village of Clayton Employee Handbook April 12, 2021

TITLE: A resolution acknowledging updates to the Village of Clayton Employee Handbook

At a regular meeting the Village Board of the Town of Clayton held remotely, on the 12th day of April, 2021 at 5:30 p.m., Mayor Norma Zimmer called the meeting to order and upon roll being called the following were:

PRESENT: Norma Zimmer, Mayor
Nancy Hyde, Deputy Mayor
Jeremy Kellogg, Trustee
Joseph Chrisman, Trustee

WHEREAS, the Village Policy Committee reviewed the draft revised Employee Handbook provided by the consultant, and

WHEREAS, the Village's Department Heads and Trustees had an opportunity to review the draft revised Employee Handbook and to offer comments, and

WHEREAS, the Village Policy Committee reviewed the comments that were received and proposed additional modifications where deemed appropriate, and

WHEREAS, the Village Board has reviewed the proposed changes to the current Employee Handbook, and

NOW THEREFORE BE IT RESOLVED: that the Village Board of Trustees for the Village of Clayton, based upon the review and recommendation of the Village Policy Committee hereby adopts the revised Employee Handbook attached as Exhibit A and directs the distribution and implementation of this manual, effective immediately.

The foregoing Resolution was offered by Trustee Hyde and seconded by Trustee Chrisman and upon roll call vote of the Board was duly adopted as follows:

Norma Zimmer, Mayor	YES x__	NO __	Absent __
Nancy Hyde, Deputy Mayor	YES x__	NO __	Absent __
Jeremy Kellogg, Trustee	YES x__	NO __	Absent __
Joseph Chrisman, Trustee	YES x__	NO __	Absent __

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CERTIFICATION:

I, Joanne Lenhard-Boye, Clerk of the Village of Clayton, do hereby certify that the above resolution was adopted at a regular meeting of the Village Board of the Village of Clayton held on April 12, 2021 and it is on file and of record and that said resolution has not been altered, amended or revoked and it is in full force and effect.

Dated: April 12, 2021



Joanne Lenhard-Boye, Village Clerk