



**A RESOLUTION AMENDING THE MANUAL OF PERSONNEL RULES AND REGULATIONS  
OF FRANKLIN COUNTY, KANSAS AND REPLACING RESOLUTION 19-41**

WHEREAS, K.S.A. 19-101 provides that a County may exercise the powers of Home Rule to determine its local affairs and government authorization under the provisions of K.S.A. 19-101a; and

WHEREAS, the supervision of county employees with regards to personnel rules, regulations and related administrative procedures and policies is a permissible exercise of Home Rule powers, pursuant to K.S.A. 19-101a; and

WHEREAS, the Board of County Commissioners desires to amend the Personnel Rules and Pay Plan; and

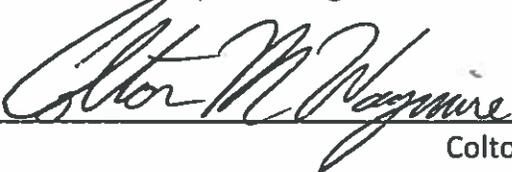
WHEREAS, the Board of County Commissioners believes that amending the Franklin County Personnel Rules and Pay Plan is in the best interests of County Employees, and allows for better personnel management on the part of Franklin County as an employer;

**THEREFORE, BE IT RESOLVED BY  
THE BOARD OF FRANKLIN COUNTY COMMISSIONERS,**

That the Franklin County Rules and Pay Plan adopted by Resolution 19-41 are hereby amended to reflect modifications as contained in the attachments to this resolution.

The amendments to the Franklin County Personnel Rules and Pay Plan shall become effective January 27, 2021.

Passed and adopted in regular session this 27<sup>th</sup> day of January, 2021.

  
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Colton M Waymire  
Chairman

Attested and Recorded this 27<sup>th</sup> day of January 2021.

  
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Janet Paddock  
County Clerk



## Approved Updates to Franklin County Personnel Rules & Pay Plan:

### **Code of Ethical Conduct:** (Approved at July 1, 2020 meeting)

*Violations of this Code of Ethical Conduct by the County's elected officials, appointed officials, officers, employees or agents of the County may be prosecuted to the fullest extent permitted according to Local, State and Federal law or regulations.*

### **3.7 Holiday Pay** (Approved at September 18, 2020 meeting)

- a. Regular Full-Time employees will receive eight (8) hours pay for established holidays as designated in these Franklin County Personnel Rules and Regulations.
- b. Employees who work twelve (12) or twenty-four-hour (24) shift will receive 12 hours pay for established holidays as designated in these Franklin County Personnel Rules and Regulations.
- c. All Regular Part Time employees will receive four (4) hours pay for established holidays as designated in these Franklin County Personnel Rules and Regulations.
- d. All non-exempt benefit-eligible employees will receive time and one half pay for hours worked on either the observed holiday or the actual holiday, never both, depending upon the employee's regularly scheduled shift.
- e. County employees on unpaid leave of absence will not receive holiday pay.
- f. An employee who is on leave without pay for any portion of the last working day before, or the first working day following a legal holiday shall not receive pay for the holiday.
- g. County employees regularly scheduled to work a holiday who, instead use other leave (i.e. sick, vacation, etc.) on the holiday, will not receive holiday pay except in unexpected circumstances which are approved by the County Administrator. In these circumstances the number of hours the employee actually works on the holiday must equal more than the leave used. Under no circumstance will the employee be paid both holiday pay and leave pay without approval of the County Administrator.

### **Additions/Revisions to Pay Plan:**

LPN, Grade 22 (Approved at June 10, 2020 meeting)

Administrative Coordinator, Grade 17 (Approved at June 24, 2020 meeting)

A EMT Pay Range Revision (Approved at January 13, 2021 meeting)

Paramedic Pay Range Revision (Approved at January 13, 2021 meeting)

EMS Captain Pay Range Revision (Approved at January 13, 2021 meeting)