

Adopted
11-12-53

R E S O L U T I O N

WHEREAS, the employees of the City of West Linn, Oregon and the Common Council of West Linn, Oregon met to negotiate wage scales, sick leave, vacations, holidays, and rules governing these various benefits, and,

WHEREAS, a satisfactory agreement was determined between the two,

NOW THEREFORE, Be it Resolved by the City of West Linn, Oregon that the following constitutes the rules, regulations, wages and benefits to be accorded employees of the City of West Linn, Oregon:

1. Probation Period.

An employee who shall have been hired with the intent that he shall become a continuing regular employee, shall be considered as on probation until the completion of six (6) months of satisfactory employment. During the probationary period, the employee shall receive ten (10) cents per hour less than the regular full time employee scale.

← see amendment

2. Physical Examination.

Before an applicant is hired as a probationary employee, he shall be required to pass a physical examination. The expense of the examination to be born by the City.

3. Temporary Employee.

An employee, who shall have been hired without the intent that he shall become a full-time employee shall be considered as a temporary employee and shall receive not less than ten (10) cents per hour less than the regular full-time employee scale, unless he has been employed because of his skill in one of the recognized crafts or professions.

4. Standard Work Week.

The standard work week for hourly employees shall consist of five (5) consecutive eight (8) hour work days and two (2) consecutive days off.

← see amendment

5. Wages.

The hourly rate shall be the same as that paid for labor under the pattern set by the Crown Zellerbach Corporation, plus five (5) cents per hour.

(see minutes 8-8-56)

6. Emergency Work.

In emergency, time worked over the regular eight (8) hour day or over the forty (40) hour standard work week shall be paid for at a rate of one and one-half time the regular hourly rate.

7. Wage Adjustment.

If and when a retroactive wage raise is granted, in no case will it be retroactive beyond July 1st of the current budget year. A retroactive wage raise will not be granted unless provision for the raise shall have been provided in the City Budget.

R-11-12-53
10f3

8. Vacations.

Employees shall be granted one weeks' vacation with pay, subject to the following terms and conditions:

To be eligible for a weeks' vacation during the year subsequent to any July 1st the employee must be on the payroll of the City on June 30th of the previous year and either

- (a) Have been an employee for not less than one year prior to said July 1st, during which year the employee worked a minimum of 1000 hours or
- (b) Have worked a minimum of 1500 hours prior to said July 1st.

Provided that, with respect to either (a) or (b) above, if a termination of employment occurred in the eligibility period, credit for length of employment or for hours worked prior to the termination of employment shall not be included.

Employees shall be granted two weeks' vacation with pay, subject to the following terms and conditions:

To be eligible for a two weeks' vacation during the year subsequent to any July 1st, the employee must qualify under the conditions set forth above for a one weeks' vacation and in addition, either,

- (a) Have been an employee for not less than three years prior to said July 1st, during which the employee worked a minimum of 1000 hours in each of the three years, or
- (b) Have worked a minimum of 1500 hours prior to July 1st, in the first year of his employment and a minimum of 1000 hours prior to July 1st in each of two additional years.

Provided that, with respect to either (a) or (b) above, if a termination of employment occurred in the eligibility period, credit for length of employment or for hours worked prior to the termination of employment shall not be included.

Employees shall be granted three weeks' vacation with pay during the year subsequent to any July 1st, subject to the following terms and conditions:

To be eligible for a three weeks' vacation with pay during the year subsequent to any July 1st, the employee must be on the payroll of the City on June 30th of the previous year and have worked a minimum of 1000 hours during the year just preceding said July 1st, and in addition must

- (a) Have been an employee for not less than fifteen years prior to said July 1st, or
- (b) Have worked a minimum of 1500 hours prior to July 1st in the first year of his employment and have been an employee for not less than fourteen years.

Provided that, with respect to (a) or (b) above, if a termination of employment occurred in the eligibility period, credit for length of employment or for hours worked prior to the termination of employment shall not be included.

Time lost as a result of an accident, as recognized by the Women's Compensation Board, suffered during the course of employment shall be considered as time worked in applying to the above provisions.

The allotment of vacation time is to be decided by the City. No employee is to have the privilege of drawing the vacation pay and continuing to work in lieu of taking the vacation.

R-11-12-53
2 of 3

The vacation must be taken within the fiscal year immediately following the fiscal year it was earned, and may not be accumulated for use in the next year.

The vacation pay is to be computed as forty (40) hours per week at the hourly rate of his regular job as such rate exists on the day his vacation starts.

9. Holidays.

Recognized holidays will be New Year's Day, Independence Day, Labor Day, Christmas Day, Thanksgiving Day, and Memorial Day. } *amended*

Recognized holidays will be observed, except when they fall on Saturday. When a holiday falls on Sunday, the Monday following will be observed as the holiday.

Regular and Probationary employees who are paid at an hourly rate will receive pay for an equivalent of eight (8) hour's time for each of the aforementioned holidays not worked.

10. Sick Benefits.

The entire cost of the plan will be borne by the City.

All full time employees who shall have completed twelve (12) full calendar months of service prior to July 1, 1953 and all full time employees after completing 12 full calendar months of service shall become eligible to sick benefits.

After becoming eligible for benefits under the plan, the employee shall be entitled to five (5) days sick benefits for the 12 calendar months of service prior to his becoming eligible. } *amended*

All of the unused current year's benefits shall be carried forward each year until a maximum of fifteen (15) benefit days have accumulated.

The benefits allowed to the employee shall be computed at the current wage scale of the employee at the time of the commencement of his disability.

Any sickness which prevents an employee from performing any work, or any non-occupational accident which prevents an employee from performing any work is considered as being sickness.

No employee shall receive benefits under this plan whose disability was caused by the use of narcotics or alcoholic liquors.

In order to receive benefits under this plan, the employee shall submit to the City, medical evidence of his disability secured from a regularly licensed physician at the employee's expense. Forms for this evidence will be provided by the City.

City of West Linn, Oregon

By M. A. Wilson
Mayor

By Andy Garcia
Recorder

R-11-12-573
3 of 3

AMENDING SECTION 1 of Wage agreement as follows:

1. Probation Period

An employee who shall have been hired with the intent that he shall become a continuing regular employee, shall be considered as on probation until the completion of six (6) months of satisfactory employment. During the probationary period, the employee shall receive ten (10) cents per hour less than the regular full time employee scale, unless he has been employed because of his skill in one of the recognized crafts or professions.

R-11-12-53

Att. A

10A 4

AMENDING SECTION 4 of Wage Agreement as follows:

4. Standard Work Week.

The standard work week for hourly employees shall consist of five (5) consecutive eight (8) hour work days and two (2) consecutive days off, except in the case of the sewage treatment plant operator who shall work a total of forty (40) hours in one week of six (6) consecutive days but no more than eight (8) hours in any one day. Day off will be designated by maintenance supervisor with concurrence of the employee.

R-11-12-53
A.H.A
2 of 4

August 21, 1958

AMENDING SECTION 8

To be eligible for a three weeks' vacation with pay during the year subsequent to any July 1st, the employee must be on the payroll of the City on June 30th of the previous year and have worked a minimum of 1000 hours during the year just preceeding said July 1st, and in addition must

- (a) Have been an employee for not less than ten years prior to said July 1st, or
- (B) Have worked a minimum of 1500 hours prior to July 1st in the 1st year of his employment and have been an employee for not less than nine years.

R-11-53
A++-A
30f4

December 11, 1959

Amending Section 10.

After becoming eligible for benefits under the plan, the employee shall be entitled to (10) ten days sick benefits for the 12 calendar months of service prior to his becoming eligible.

All of the unused current year's benefits shall be carried forward each year until a maximum of (30) thirty benefit days have accumulated.

*Amended 10-12-60
to allow 12 days
per year.*

Sec. 9. Holidays. (12-9-59)

*To include the day before Christmas if it falls
on a regular work day.*

*R-11-53
A+A
4 of 4*