

RESOLUTION NO. 2014 - ____

A RESOLUTION AUTHORIZING A ONE WEEK, ONE TIME EMPLOYEE "HOLD BACK PERIOD" FOR PAYROLL FOR THE AGENCY AND PERMITTING USAGE OF EMPLOYEE VACATION TIME TO COVER SAME.

WHEREAS, in order to provide for unforeseen employee payroll circumstances and to provide greater efficiency and accountability in its payroll procedure, it is recommended that the Agency incorporate a "hold back period" of one week's pay from the employee; and

WHEREAS, said "hold back period" will be for a "one week" period, and

WHEREAS, in order to not place an undue hardship on the employee, the Board of Directors authorizes usage of employee vacation leave, as applicable, as a means for the employee to bridge the payroll hold back period.

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

SECTION I. That the Board of Directors hereby authorizes the Executive Director to hold back one week's pay from its employees in order to provide a sufficient reserve and to provide more efficiency and accountability in payroll management.

SECTION II. In order to reduce the burden on the employee, where applicable, the Board of Directors authorizes utilization of employee vacation leave as a means to "off-set" the employees hold back period from the payroll reduction of the hold back period.

SECTION III. Said usage of vacation leave for this purpose shall be on a one time basis only.

SECTION IV. 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