



WELLS COUNTY ORDINANCE NO. 2022- 03

**AN ORDINANCE REGARDING INCLEMENT WEATHER AND AMENDMENT TO
THE COUNTY OF WELLS, INDIANA PERSONNEL POLICY AND EMPLOYEE
HANDBOOK**

WHEREAS the Wells County Commissioners have authority in passing ordinances regarding the general operation during times of emergencies.

WHEREAS the Wells County Commissioners are empowered by statute and Wells County Ordinances to declare emergencies to provide for the safety of Wells County employees and its citizens.

WHEREAS, Section 3.19 of the Wells County Employee Handbook states in part,

“You are expected to be at work unless Wells County has been declared a Snow Emergency. This absence will be considered an excused absence for all employees and will not be charged against earned leave time.”

WHEREAS, circumstances dictate that on rare occasion, it is impractical or impossible for the Wells County Commissioners to declare an emergency or be able to broadcast this official decision expeditiously.

WHEREAS, the Wells County Commissioners respect the diverse needs of employees and also understand the practical implications of weather related issues and emergencies.

WHEREAS, the Wells County Commissioners desire that all employees depend on the unofficial weather related declarations issued and not fear lost wages or lost personal time they are otherwise entitled to.

NOW, THEREFORE BE IT ORDAINED AND ESTABLISHED by the County of Wells, State of Indiana, Board of Commissioners that:

Effective January 1, 2022, if unofficial statements by the President of the Wells County Commissioners grant leave of employees and department heads to remain home or leave work during normal working hours, employees are entitled to pay during these periods of time where they otherwise would have been working.

Furthermore, Wells County Employees shall not be required to utilize personal time or vacation time if they have been told by the President of the Wells County Commissioners that employees may leave work or stay home.

The period of time pursuant to this ordinance that any employee may remain away from work without taking personal or vacation time and be paid shall end at the close of business on the day that the President of the Wells County Commissioners designates as a date of closure.

No directive by the President of the Wells County Commissioners shall last for longer than 24 hours at one time.

This ordinance shall not effect the emergency declaration powers of the Board of Commissioners as set forth in other ordinances or by statute.

If, pursuant to a directive as set forth in this ordinance, the employee remains home or leaves the employee's place of work, the employee shall return to work the at the beginning of next work day or shift unless otherwise specified.

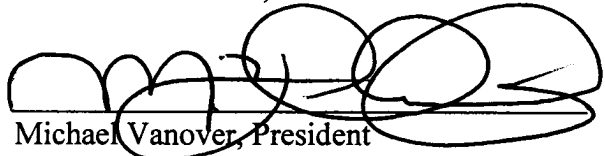
The Wells County Handbook shall be amended to reflect this policy and said amendment is attached hereto.

Nothing in this ordinance shall be construed to excuse emergency personnel or law enforcement from their duties during such a directive unless specified otherwise.

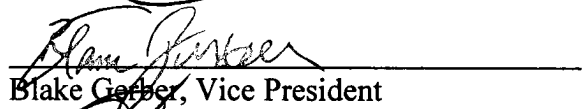
[SIGNATURES NEXT PAGE]

IN WITNESS, WHEREOF, we have hereunto set our hands this 22nd day of February, 2023.

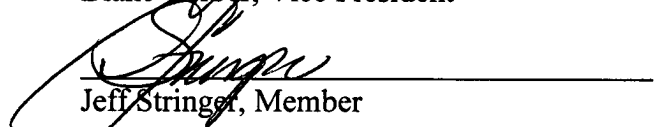
BOARD OF COMMISSIONERS OF
WELLS COUNTY, INDIANA



Michael Vanover, President



Blake Gether, Vice President



Jeff Stringer, Member

ATTEST:



Lisa McCormick, County Auditor

This instrument was prepared by the Wells County Attorney, Colin Z. Andrews, Andrews & Crell P.C. *I affirm, under penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law. Colin Z. Andrews*

County of Wells

INCLEMENT
WEATHER
AMENDMENT TO
THE EMPLOYEE
HANDBOOK

Adopted February
2022

3.19 Incident Weather and Emergency Closings. Wells County, like any organization, is at the mercy of weather and other unforeseen emergencies. A County Emergency Declaration may close Wells County due to inclement weather. Should this occur, Wells County will attempt to notify its employees through reasonable means, including announcements over local radio and/or television stations, Wells County's internet web site, Facebook or other social media, and, if appropriate, use of a telephone chain. You are expected to be at work unless Wells County has been declared as in an emergency or if the President of Wells County has indicated to you or your department head that a declaration of an emergency has not occurred but circumstances dictate that employees should leave their place of work or stay home. The employee is expected to abide by any emergency declaration or directive. For directives issued from the President of the Wells County Board of Commissioners absent a formal emergency declaration, the employee must return to work at the beginning of their next work day or shift. This absence will be considered an excused absence for all employees and the employee will not be charged against earned leave time and the employee shall receive their normal compensation for time missed pursuant hereto.

If an employee believes the weather is dangerous and no emergency has been called or no statement by the President of the Wells County Board of Commissioners has issued, the employee may take a compensation or vacation day if applicable. An employee's absence shall be excused in circumstances which the employee lives in a County that declares a weather related emergency and Wells County does not. The employee shall be compensated by Wells County for the excused absence. This inclement weather and emergency closings policy does not apply to emergency personnel, such as the Sheriff's Department, Jail, and Highway Department.