RESOLUTION 4, SERIES 2015
A RESOLUTION DEFINING WAGES AND SALARY FOR EMMA HARDY
AS THE OPERATOR IN CHARGE

WHEREAS, the Town Board of Jamestown, CO encourages employees to increase
their knowledge and qualifications for positions held; and

WHEREAS, Town employee Emma Hardy has recently studied for and passed her
exam for a Class C Operators License: #25652; for Small Water System Operator and
a Class C water Distribution Certification,

WHEREAS, Emma has exhibited superior performance in her duties as the Water Plant
Operator, and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE
TOWN OF
JAMESTOWN, COLORADO:

Section 1. The Town Board of Jamestown, CO hereby affirms Emma Hardy as the
Assistant Operator in Charge of the Jamestown Water Systems and hereby,
commencing on March 3rd, 2015, increases the pay rate for Emma Hardy from $15.00
per hour to $19.00 per hour. This fee rate is based on an annual average of 15 hours
per week.

Section 2. It is understood that the number of summer weekly hours may exceed 15,
and that winter hours can be expected to be significantly fewer. It is expected that this
will result in an average of no more than 15 hours per week. However, with documented
support, if the hours to meet the requirements of the job are projected to exceed the
expected 15 hours per week (including paid absences), The Assistant Water Operator
will be responsible to notify the Operator in Charge and at least one of the following:
Water Committee chair or Mayor or Jamestown. The purpose of such notification and
subsequent conversations and agreements, will be to assure that: the plant will continue
to operate in a secure fashion, budgetary constraints will be met, and any additional
hours necessary to maintain a well-functioning water system will be compensated.

Section 3. Duties performed will be to assist the Operator in Charge, sometimes acting
independently, in order to maintain a secure well-functioning water treatment and
distribution system for the town of Jamestown. These responsibilities are outlined in the
Water Plant Operator Job Description dated March 2nd, 2015. (The March 2nd 2015
Water Plant Operator Job Description listing of duties is meant to be a guideline for
responsibilities. It is not meant to be an exhaustive description of everything that is
required to maintain a secure well-functioning water treatment and distribution system
for the Town of Jamestown.)

Section 3. Employee Ms. Hardy shall be eligible for 2 weeks paid absence during a
calendar year. Any days not taken during the calendar year may be carried over to the
next year. Days carried over and not taken shall not be carried over to a second year and no compensation shall be paid for them.

Section 4. No additional holiday compensation will be paid.

Section 5. All other conditions of employment shall be in accordance with the Town Employee Policy as amended by the Town Board.

INTRODUCED, READ, ADOPTED, APPROVED, AND SIGNED THIS 2nd DAY OF March 2015.

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TARA SCHOEDINGER, MAYOR

Attest:
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MARY ELLEN BURCH, TOWN CLERK