

ORDINANCE 2022-9

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE TOWN OF ST. FRANCISVILLE, AMENDING AND SUPPLEMENTING THE TOWN OF ST. FRANCISVILLE EMPLOYEE HANDBOOK.

BE IT ORDAINED that, in accordance with Louisiana Revised Statute 33:362.A.(3), which requires the Board of Aldermen of and for the Town of St. Francisville, Louisiana, to, by ordinance, provide policies and procedures regulating the employment of municipal employees, Chapter 14, Section 14-71 of the Code is hereby amended, supplemented, and restated as follows:

Sec. 14-71. – Purpose.

This handbook outlines the employment policies of Town of St. Francisville. The policies will inform employees of their benefits and responsibilities of their employment. The town has developed these policies for the purpose of promoting fair and consistent practices by managers and employees.

Town of St. Francisville's employment practices policies will apply equally to all employees, unless exempted by law, contract, or the terms of a policy. Where federal or state laws or regulations supersede the town policies, employees will be instructed to observe the requirements of these state and federal laws.

This handbook provides a summary of the employment policies of Town of St. Francisville. Employment practices policies, in their complete form, including but not limited to a written personnel policy manual, as may be amended from time to time, are available in human resources. Copies are to be given to employees at orientation, and at all other times as circumstances may require.

An ordinance introduced by title by Andrew D'Aquilla, seconded by Abby T. Cochran on June 28, 2022.

Adopted on a motion Andrew D'Aquilla and seconded by Abby T. Cochran on this 26th day of July, 2022.

The roll was called on the adoption thereof, and the ordinance was adopted by the following votes:

YEAS: Andrew D'Aquilla, James R. Leake, Abby T. Cochran & Al Lemoine

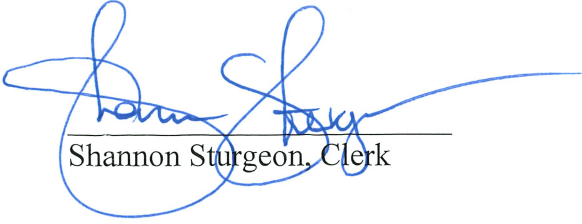
NAYS: none

ABSTAINED: none

ABSENT: Gigi Robertson

Ordinance Approved this 26th day of July, 2022.

ATTEST:



Shannon Sturgeon, Clerk



Robert P. Leake, Mayor