

**RESOLUTION  
OF  
THE BOARD OF OURAY COUNTY COMMISSIONERS**

**RE: Adoption of Personnel Manual**

**Whereas**, on March 3, 2003 the Board of County Commissioners adopted Resolution #2003-010 creating a Personnel Manual/Employee Health Benefits Advisory Committee (Committee); and

**Whereas**, the committee consisted of one citizen member, two elected officials, three department heads, and four employees, and was comprised as follows; and

Bill Fugazzi	Citizen
Tom Hollenbeck, County Commissioner	Elected Official
Michelle Olin, Clerk and Recorder	Elected Official
Cheryl Roberts, Public Health Director	Department Head
Matt Carrington, Undersheriff	Department Head
Bob Wolford R & B Superintendent	Department Head
Jean Casolari, Chief Deputy Treasurer	Employee
Tim Ewing, R & B Maintenance Worker	Employee
Glenda Sanderson, Social Services Accountant	Employee
Doris Johnson, Chief Deputy Assessor/Appraiser	Employee

**Whereas**, the County Administrator, County Attorney, Human Resources Representative, and Administrative Assistant/Clerk of the Board participated in the process as non-voting members and to ensure legal compliance; and

**Whereas**, the committee was tasked with re-drafting the Ouray County Personnel Manual and to make recommendations to the Board of County Commissioners for its adoption; and

**Whereas**, upon discussion and review of the personnel manual by the Committee, and upon consideration of the Board of County Commissioners at their June 23, 2003 meeting, the Board hereby adopts Resolution #2003-033 approving the Personnel Manual to become effective August 1, 2003, with the exception of the following, which may become effective January 1, 2004 pending review and adoption of the 2004 budget:

- 1) Chapter 4, Merit Increases [Section 4-6],
- 2) Chapter 7, Vacation Leave [Section 7-7],
- 3) Chapter 7, Longevity Compensation [Section 7-19],
- 4) Chapter 7, Retirement [Section 7-20 (B)],
- 5) Chapter 9, Retirement [Section 9-3], and
- 6) Chapter 12, Education Reimbursement [12-5].

In addition the Board is recommending and encouraging those employees that exceed their vacation cap to use their vacation down to the cap or as close as possible to the cap by December 31, 2003. The Board of County Commissioners may consider payouts in January of 2004 to those employees who have vacation hours in excess of the new cap (192 hours) pending review and adoption of the 2004 budget.

**Resolution #2003-033**

**Now, Therefore, Be It Resolved** by the Board of County Commissioners of Ouray County that Resolution #2003-033 is hereby adopted as outlined above.

Adopted this 23rd day of June, 2003.

BOARD OF OURAY COUNTY  
COMMISSIONERS  
OURAY, COLORADO

ATTEST:

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Don Batchelder, Chairman

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Michelle Olin, County Clerk and Recorder  
By: Shelli D. Banks,  
Deputy Clerk of the Board

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William Ferguson, Vice Chairman

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Tom Hollenbeck, Commissioner Member

