

ORDINANCE NO. 14-21

AN ORDINANCE AMENDING TITLE 12 CHAPTER 3 SECTION 2  
OF THE MORTON MUNICIPAL CODE  
RE COMPENSATORY TIME

WHEREAS, the Morton Municipal Code was adopted on March 2, 1970, and duly published in book form; and

WHEREAS, the Board of Trustees desires to add provisions for compensatory time.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON, Tazewell County, Illinois, that the Morton Municipal Code is amended, as follows:

1. The heading of Title 12, Chapter 3, Section 2 is changed to read as follows:

**12-3-2: HOURS OF EMPLOYMENT, OVERTIME, HOLIDAYS,  
HOLIDAY PAY, AND COMPENSATORY TIME:**

2. That a new sub-section I is added to read as follows:

- (I) Employees other than Department Heads, Superintendents, and those who are members of a bargaining unit shall be entitled to compensatory time, subject to the following:
1. Department heads must approve the taking of compensatory time, and it will be allowed unless it is unduly disruptive to the operation of the Department.
  2. A request to use compensatory time shall be made at least ten (10) days prior to the date it is requested.
  3. Compensation is accrued at the rate of 1.5 hours for every hour worked over 40 per week.
  4. Employees are not required to take compensatory time off.
  5. Employees may accumulate up to 24 hours of compensatory time (16 actual hours worked).

6. An employee is required to use all compensatory time he or she has accrued by April 30<sup>th</sup> following the time it has been earned. Any not taken shall be paid as of April 30.

**BE IT FURTHER ORDAINED** that this ordinance shall be in full force and effect upon its passage, approval, and publication as may be required by law.

**PASSED AND APPROVED** at a regular meeting of the President and Board of Trustees of the Village of Morton this \_\_\_\_\_ day of \_\_\_\_\_, 2014; and upon roll call the vote was as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**ABSTAINING:**

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
**President**

**ATTEST:**

\_\_\_\_\_  
**Village Clerk**