

RESOLUTION NO. 26

A RESOLUTION AUTHORIZING THE CITY CLERK TO OBSERVE SPECIFIC PAYROLL DATES:

WHEREAS, the Governing Body of the City of Overbrook, upon the passage and approval of this resolution, hereby authorizes the City Clerk to issue payroll warrants on or before the third (3rd) day of each month.

WHEREAS, to give the City Clerk sufficient time to properly work up the payroll, time sheets must be delivered to City Hall on or before the last day of the month.

WHEREAS, if said time sheets are not delivered to City Hall by the close of business on the last day of the month, these specific payroll warrants will be issued on the second Wednesday of the month at the Regular Council Meeting.

WHEREAS, inasmuch as the City of Overbrook by motion at regular council meeting August 10, 1988 approved a personnel policy, effective August 1, 1988, this resolution, upon passage and approval will become a permanent part of said personnel policy.

PASSED AND APPROVED THIS 11<sup>th</sup> DAY OF April 1990.

**Richard Hamit**

RICHARD R. HAMIT, MAYOR

ATTEST:

**Mildred Cannon**

MILDRED J. CANNON, CITY CLERK