

**RESOLUTION NO. 2009-18**

**A RESOLUTION OF THE TOWN OF GARFIELD, WASHINGTON, ADOPTING AN UPDATED PERSONNEL MANUAL FOR THE TOWN OF GARFIELD.**

**WHEREAS**, the Town of Garfield recognizes the need to revise and update its personnel manual to reflect contemporary policies and procedures, current workplace practices, prevailing work schedules, and current holiday and leave schedules.

**WHEREAS**, updates are need to the current holiday schedule and correction of typographical errors are needed in the existing personnel manual.

**NOW THEREFORE BE IT HEREBY RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GARFIELD, WASHINGTON**, adopts the attached November 2009 Personnel Manual for the Town of Garfield.

**PASSED BY THE TOWN COUNCIL THIS 9TH DAY OF NOVEMBER, 2009.**

**TOWN COUNCIL:**

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**APPROVED:**

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**Jarrod Pfaff, Mayor**

**ATTEST:** \_\_\_\_\_  
**Annie Pillers, Clerk/Treasurer**