## **SECTION 6.1 HOLIDAYS**

A. Employees are entitled to the following holidays as observed by the Employer:

New Year's Day First day of January

Martin Luther King Day

Third Monday in January

President's Day Third Monday in February

Memorial Day Fourth Monday in May

Juneteenth June 19th

Independence Day Fourth day of July

Labor Day First Monday in September

Columbus Day Observed day after Thanksgiving Day

Veteran's Day 11<sup>th</sup> day of November

Thanksgiving Day Fourth Thursday in November

Christmas Day 25<sup>th</sup> day of December

In the event a scheduled holiday falls on a Saturday, it shall be observed on the preceding Friday; in the event it falls on a Sunday, the holiday shall be observed on the following Monday.

- B. In addition to the above holidays, full-time employees shall receive Christmas Eve as a paid holiday and shall be observed on the business day proceeding the day on which Christmas Day is observed. New Year's Eve will be a regularly scheduled work day.
- C. In observance of the above holidays, employees will normally be scheduled off and paid their regular rate of pay for the holiday. However, if employees covered by this agreement are required to work on any of the above holidays, they will be compensated in compensatory time or in cash at the time-and-one-half rate, irrespective of the number of hours worked in the remainder of the work week.
- D. If a holiday falls during an employee's vacation, the holiday shall not be included in the calculation of vacation leave used.
- E. Upon request of the supervisor, an employee must produce a satisfactory physician's statement to verify any use of sick leave on the work day before or the work day after a holiday. Failure to produce such a requested statement shall result in denial of both holiday and sick leave pay. Employees that have exhausted their paid leave and are absent the day before or after a paid holiday (using leave w/o pay) will not be eligible to receive holiday pay.

F. Temporary employees and intermittent employees are not entitled to earn or receive any holiday pay. However, student co-ops (interns) shall be paid for the regularly scheduled hours off for the holiday. Because Student co-ops (interns) do not accrue vacation leave, they may obtain approval ahead of time from their Supervisor or Manager to take off the day before or after the holiday (without pay) and still receive pay for the holiday.

Gregory J. Wilkens, P.E., P.S. Butler County Engineer

Rev. March 2017 Rev. November 2022