

HARTSTENE POINTE WATER-SEWER DISTRICT  
MASON COUNTY, WASHINGTON

RESOLUTION 2018-08

A RESOLUTION OF THE  
HARTSTENE POINTE WATER-SEWER DISTRICT COMMISSIONERS  
UPDATING THE DISTRICT EMPLOYEE PAID TIME OFF CASH OUT POLICY

WHEREAS, the Hartstene Pointe Water-Sewer District has set forth certain policies, practices, and procedures which relate to employment matters in the Hartstene Pointe Water-Sewer District Employee Handbook; and

WHEREAS, the Hartstene Pointe Water-Sewer District Board of Commissioners recognizes that at times it may become necessary to amend the District Employee Handbook to comply with established and new laws and regulations;

NOW, THEREFORE, the Board of Commissioners hereby resolves to update the District's paid time off cash out policy as follows and to incorporate these updates into the District's Employee Handbook:

1. **Compensation and Benefits: HRA VEBA**

Strike the following language from the HRA VEBA section of the Employee Handbook: *"Paid Time Off Contributions – Retirement or Separation from Service: Eligibility is limited to regular employees who retire or separate from service with leave cash-out rights during the term hereof. The employee may elect to have the District contribute 50% of the value of unused PTO accrued and available for cash-out upon retirement or separation from service per the policy set forth in the Leave: Paid Time Off section of the Employee Handbook."*

2. **Leave: Paid Time Off**

Strike the following language from the Paid Time Off section of the Employee Handbook: *"The employee may choose to have the payment included in his/her final paycheck or contributed to the employee's HRA VEBA account."*

ADOPTED by the District Board of Commissioners at its scheduled meeting on this 19th day of July, 2018.


Hartstene Pointe Water-Sewer District  
Mason County, Washington



Robert Scarola, President



David McNabb, Commissioner



Andrew Hospador, Secretary