

WEST BRADFORD TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

RESOLUTION NO. 23-10

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
WEST BRADFORD TOWNSHIP AMENDING THE WEST
BRADFORD TOWNSHIP EMPLOYEE PERSONNEL
POLICY MANUAL WHICH WAS ADOPTED BY
RESOLUTION NO. 22-19 ON DECEMBER 13, 2022.**

WHEREAS, West Bradford Township is a Second Class Township organized in the Commonwealth of Pennsylvania and governed by the Second Class Township Code, 53 P.S. §65101 *et seq.*; and

WHEREAS, Section 607 of the Second Class Township Code, 53 P.S. §65607, charges the Board of Supervisors with the governance of the Township, the authority to employ persons as may be necessary for the general conduct of Township business and to provide for the organization and supervision of persons so employed; and

WHEREAS, the Board of Supervisors believes it is essential for the proper operation of the Township to routinely update the West Bradford Township Employee Personnel Policy Manual (the "Personnel Policy") to reflect current policies of the Board of Supervisors; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of West Bradford Township that following Personnel Policy amendments shall be adopted:

Chapter II. General Personal Regulations:

F.) New Employees

All new employees will be subject to a "*minimum*" six (6) month probationary period to determine whether they are suitable for the position for which they were hired. "*Minimum*" shall be added to the probationary requirements.

"During this probationary period, the employee will not earn any sick or personal time off" - Shall be stricken from the policy.

Chapter III. Employee Benefits:

B.) Short Term Disability Leave – *Shall be amended to read:*

In the case of a single illness or disability, and after an employee has used five (5) sick, vacation, personal or a combination of days (40 hours), an employee will be eligible for disability insurance payments. At the sole discretion of the Board of

Supervisors, the employee may sign over to the Township their disability income in exchange for the Township keeping them whole. The Township may keep an employee whole for a maximum of six (6) weeks per twelve (12) month period and thereafter, regular short-term disability benefits will be turned over to the employee for the remaining period of the claim up to twenty-six (26) weeks.

Upon determination that the employee is eligible for long term disability, and is to receive benefits from PMRS, Social Security or Worker's Compensation Insurance, the disability leave under this section shall not apply.

No benefit is payable for any period of disability during which an employee is not under the treatment of a board-certified physician. While an employee is on disability leave, no benefits for sick leave and vacation will be earned, but insurance and pension benefits will continue in force.

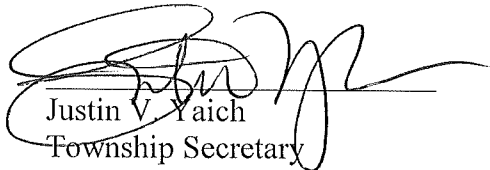
BE IT FURTHER RESOLVED, that this amendment to the Personnel Policy shall take effect immediately upon adoption.

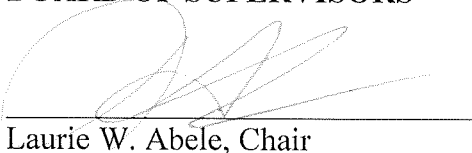
BE IT FURTHER RESOLVED, that copies of the amended Personnel Policy shall be distributed to all employees of West Bradford Township.

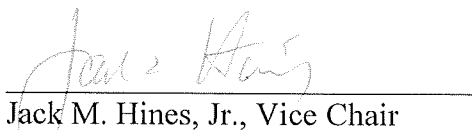
RESOLVED and ADOPTED on the 14th day of March 2023.

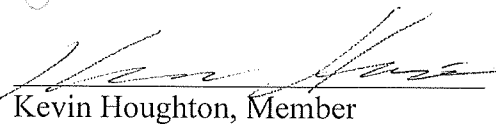
ATTEST:

**WEST BRADFORD TOWNSHIP
BOARD OF SUPERVISORS**


Justin V. Yaich
Township Secretary


Laurie W. Abele, Chair


Jack M. Hines, Jr., Vice Chair


Kevin Houghton, Member