

## 7.2 COURTHOUSE CLOSING FOR INCLEMENT WEATHER

The County Auditor may, in his or her sole discretion as custodian of the courthouse, decide to close the courthouse proper due to inclement weather. Employees whose job is housed in the courthouse will be compensated for any lost hours. Those employees that choose, or by job description need to continue working, will not receive additional or replacement pay over their normal pay. However, the employees that work through a courthouse closing will receive equal paid time off as those who did not which must be used within the following two pay periods and cannot be carried over or paid out.

Conservation and Public Health boards will make individual decisions regarding inclement weather.

If courthouse remains open or opens late all regular employees are expected to report to work. If an employee does not work, vacation, comp or personal time can be used.