

ORDINANCE NO. 749

AN ORDINANCE AMENDING THE CITY OF GOTHENBURG PERSONNEL MANUAL DEALING WITH PROBATIONARY EMPLOYEES; REPEALING ALL ORDINANCES OR PARTS THEREOF IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Gothenburg (City) has previously adopted an Employee Manual;  
and

WHEREAS, Section 7.90 provides for a probationary period for certain City employees;  
and

WHEREAS, certain additions and amendments to Section 7.90 are necessary or beneficial.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GOTHENBURG, DAWSON COUNTY, NEBRASKA AS FOLLOWS:

Section 1. Section 7.90 of the Gothenburg Personnel Policy is hereby repealed.

Section 2. A new Section 7.90 of the Gothenburg Personnel Policy is hereby adopted  
and shall read as follows:

7.90 PROBATIONARY PERIOD.

No employment will be considered to be complete until the probationary period has been satisfactorily completed. Each new or promoted employee shall be notified of his probationary status. Probationary employees shall receive no benefits while on probation other than hospitalization, life insurance, military leave and maternity. At the end of 60 days, probationary employees shall receive all benefits as provided other employees subject to any plan limitations.

The probationary status shall begin immediately upon the first day on the job and end on the one-hundred eightieth (180<sup>th</sup>) day of employment. At this time the Supervisor will advise the employee as to whether their performance is acceptable. The employee will complete an evaluation and the Supervisor and

City Administrator will complete an evaluation. Any adjustment in wage rate during the probationary period or upon completion of the probationary period may be made by the City Administrator. The City retains the right of preemptive termination of any probationary employee. The probationary period shall not end until the Supervisor has completed a formal performance evaluation or the passing of thirty (30) days. A department head may grant an extension of the probationary period not to exceed fifty percent (50%) of the original probationary period with the approval of the City Administrator. Exception: All Police Department employees shall have a one hundred eighty (180) day probationary period extending from and after the date upon which such Police Department employee achieves certification as a law enforcement officer under the laws of the State of Nebraska. Prior to achieving certification as a law enforcement officer under the laws of the State of Nebraska, all Police ~~Department employees~~ Officers shall be probationary employees.

Section 3. This Ordinance shall become effective from and after its passage, approval and publication as required by law.

Section 4. All policies, procedures, and manuals in conflict with this Ordinance are hereby amended to be conformed herewith.

Passed and approved this 5<sup>th</sup> day of Dec., 2000.

CITY OF GOTHENBURG

BY Larry Franzen  
Larry Franzen, Mayor

ATTEST:

Connie Stull  
Connie Stull, City Clerk

APPROVED AS TO FORM:

Michael L. Bacon, City Attorney