

RESOLUTION NO. _____

A RESOLUTION IMPLEMENTING A NEW POLICY IN THE EMPLOYEE MANUAL REGARDING FILING A GRIEVANCE RELATED TO THE TOWN MANAGER.

WHEREAS, the current employee manual does not have a process for filing a grievance related to the Town Manager;

WHEREAS, the Commissioners of the Town of Dewey Beach desire to have a section added into the employee manual.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE TOWN OF DEWEY BEACH THAT:

The following language is added into the employee manual:

If an employee has a grievance concerning an action or decision of the Town Manager that the employee believes violates the Town of Dewey Beach Code of Conduct (Chapter 10 of the Town Code) or is a suspected violation of laws or regulations that govern the operations of the Town of Dewey Beach, then the employee should submit a complaint in writing or an e-mail directly to the Town Commissioners as indicated in the Town's Whistleblower Policy. The Town Commissioners shall be responsible for investigating all complaints in a timely manner and shall assemble the necessary resources to effect a thorough and neutral investigation and resolution of the complaint. The Commissioners will respond with their decision in writing, and the decision of the Commissioners shall be binding. Any other grievance concerning an action or decision by the Town Manager should be discussed with the employee's department head, and the department head will work with the Town Manager and the employee to resolve any issues.

SO RESOLVED, this 21st day of October, 2022.

William Stevens, Mayor

Bill Zolper, Town Manager