

Anna Guilfoil, Mt. Vernon, recently competed in the Kentucky Derby Festival Spelling Bee, held April I in Louisville. Pricured left to right are Terry Gilbert of Kentucky Farm Bureau Federation, Anna Guilfoil, Milton Metz of 84WHAS Radio, and Joe McGelber of Kentucky Farm Bureau Insurance. A total of 50 youngsters from Kentucky and Southern Indiana competed in the annual event sponsored by Kentucky Farm Bureau, 34WHAS Radio and Business First. Self-Stogdill, of Stanford, work be Spelling Bee and will represent Kentucky in the Scrippi Noward National Spelling Bee. to be left act month in Washington, D.C. The Kentucky Spelling Bee will be rebroadcast on Kentucky Educational Television's state-vylde network at 8 pm. on Tuesday, Mys 2, a second broadcast is self to Mys 4 on KET2.



State Representative Danny Ford (top left) and Governor Paul Patton (center) joined students from Mt. Vernon Elementary School during the group's March 30 visit to Frankfort. The group stands at the base of a statue of native Kentuckian Abraham Lincoln, Jefferson Davis, Henry Clay, Dr. Ephraim McDowell, and Alben Barkley, Begun in 1904 and dedicated in 1910 the historic building bouses the Legislative, Judicial and Executive branches to state government, including the Greard Assembly. While in Frankfort students epicyed a tour of the historic building to State government, including the General Assembly, While in Frankfort students epicyed a tour of the historic building organized by Representative Ford. The 5th graders also had the opportunity to tour Int 6 Old Capitol Building and the Kentucky History Center. Ford has served the people of Rockcartle County since 1982, and currently serves in House, Leadership as Minority Floor Leader.

An Ordinance® mending

the Comprehensive Personal System for all Departments of the City of Mt. Vernon, as Adopted by Ordinance Number 2-97

Ordinance Number 2-97

Ordinance #2-2000

Whereas, it is the intent of the City of Mt. Vernon' to maintain a current and up to date personnel policy manual, and;

Whereas, from time-to-time circumstances and issues coming before the City warrant a review of current policies, procedures and past discisions, and; ons and

rent policies, procedures and past doctions, and;

Whereas, it is the desire of the City of Mt. Vernon to provide for the health, safety and welfare of its employees through the pratice of equitable and reasonable policies, Now, Therefore, Be it Ordalned By the City of Mt. Vernon as follows: Section One: The comprehensive personnel manual sf Mt. Vernon is hereby amended to reflect the changes sherilum. The changes shall be incorporated into the manual and syled in the format therein.

be incorporated into the manual and styled in the format therein. Part I: Part I of the Personnel Policies and Procedures: amended as follows: Section 3.7 Compensation Time City of Mt. Vernon employees are hourly non-exempt employees. However, Kentucky law does not consider time worked between 3.75 and 40.0 Also, Kentucky law permits employees to take time off during the work, week in order to avoid working over 40.0 hours in a week. If an employer permits an employee to work over 40.0 hours in a week, the employer must pay the non-exempt employees. must pay the non-exempt employee

must pay the non-exempt employee for overtime. Section 6.16 Life Insurance Policy The City of Mt. Vernon provides a 55,000 term life insurance policy and this will be amended to \$25,000 term life insurance policy. Administriive Department Class Title: Occupational/Net Profit Tax Administrator

Tax Administrator

<u>Charateristics of the Class</u>; Performs clerical and administrative tasks relative to the responsibilities of the Office of Occupational/Net Profit Tax Administration as set forth in Ordinance #1-2000. Under miniin Ordinance #1-2000. Under mini-mum administrative direction, pre-pares, maintains and attests to offi-cial records of action taken by the City Council regarding Occupational/Net Profit Tax.

Essential Job Functions: Respon sible for all required reports, docu-ments and official records of the Oc-

The Mr. Version Signal cupational/Net Profit Tax Office. Responsible for recording the superside for recording the subscience of the subsc

computer terminal and read. This position will subject the employee to indoor environmental conditions more than 98% of the time.

Special Knowledge, Skills and Sullitars, terminal subject to the time.

Special Knowledge, Skills and Sullitars, terminal subject to the course, sibility to prepare financial reports, clerical aptitude; tact and courtesy; good physical condition. Acceptable Experience and Train-

Acceptable Experience and Train-Ing: Provious responsible experience in clerical work involving contact with the general public. Completion of high school; college degree preferred with emphasis in business administration, Class Title: Occupational Tax Cleri/ Grant Writer Characteristics of the Class; Under

Characteristics of the Class: Under general supervision, performs routine office tasks, including, but not limited to, answering phone and collecting receipts from the general public. Responsible for working with Occu-pation Tax Administrator in Assisting

Essential Job Functions: Respon-New Profits fax.

New Profits

Job Related Physical Activity Re-quirements: This position involves sedentary work requiring the em-

al Thursday, April 13, 2000 Pg. B3
ployee to occasionally exert up to 10
pounts of force and has to move objects. Physical activity related to this
position may include reaching, standing, walking, fingering, talking, hearing, carrying, stooping, kneeling and
repetitive motions. Sufficient visual
acutity is required to receive payments, make chilinge and property
mark receipt of payment cancellation
on customes stub and to read. An
employee in this positin will be subject to indoor environmental conditions more than 98% of the time.
Regulred Knowledge. Skill and
Abilities; General knowledge of office tgerminology and opering procutures; ability to understand and
follow crail and written directions; ability to maintain simple records; ability to maintain simple records; ability

ity to maintain simple records; ability to communicate clearly and effectively over the telephone with the gen-eral public; clerical aptitude; tact and

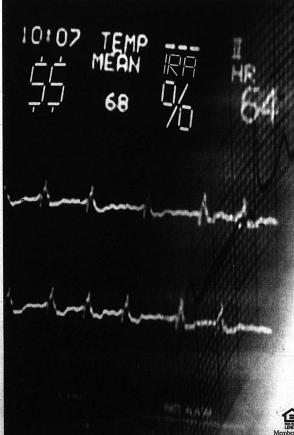
eral public; clerical aptitude; tact and courtesy; good physical condition.

Acceptable Experience and Training; Some experience in clerica work including filing; typing and record keeping and completion of a standard high school curriculum; or any equivalent combination of experience and carbing shich provides the required knowledge, skills and abilities.

Introduced for the first reading on Introduced for the first reading on motion made by Jackie Renner and seconded by Wayne Bullock and passes by majority of the votes by the Mt. Vernon City Council in duly session assembled on the 6th day of March, 2000.

Introduced for the second eading on motion made by Jackie Renner and seconded by Lou VanHoose and passes by majority of the votes by the Mt. Vernon City Council in duly session assembled on the 3rd day of April





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