

2018-0709

Town of Hull Policy  
Hiring of Temporary Replacement Workers as Part-Time Employees

**NEED:** When a part-time employee is absent from a position that serves Hull residents on a publicly scheduled event a temporary replacement is needed to perform those duties. Such events include compost site monitoring, voter parking, or other worker needs established by the Board. Poll workers are authorized to serve based on Wisconsin Law.

**Process:** The Board shall establish and maintain a list of Hull citizens who have shown interest to fill in on an as needed basis for part-time employees who cannot come to work. Citizens on the list will be given a description of the job and the possible time obligations. They will be paid the hourly rate the regular part-time employee is paid. Temporary replacement workers will be contacted through the Town of Hull Clerk's Office. A list of applicants for part-time temporary workers will be collected and maintained by the Hull Clerk.

**Temporary Replacement Worker(s):** Temporary Replacement Workers will be solicited via the Hull Newsletter, Website, current employee recommendations and regular appeals at Board Meetings.

**Elected Officials:** Elected officials will fill in only in the event a citizen temporary replacement worker cannot be found and the scheduled event cannot be canceled. As per action at the Annual Meeting held on April 17, 2018, elected officials shall not be compensated as temporary replacement worker(s).

Adopted by the Hull Town Board this 9<sup>th</sup> day of July, 2018

For the Town of Hull Board by:

Attest:   
Janet Wolle, Clerk

  
John Holdridge, Chairperson