

**Village of Rossville  
Special Board Meeting  
December 20, 2023  
5:00 p.m.**

Mayor Queen called the special board meeting to order at 5:00 p.m. at the Rossville Municipal Building, located at 120 East Attica Street in Rossville, Illinois. The special board meeting was called to discuss/approve an ordinance regarding the Illinois Paid Leave for All Workers Act.

Members physically present – Mayor Queen, Trustees Richison, Cornell, Jones, Gammon and Black.

Members absent – Trustee Daniel

Guests present – Clerk White and Finley Jones

Roll call was taken and a quorum was established.

Board members were given information regarding the Illinois Paid Leave for All Workers Act that will become effective January 1, 2024. Village Attorney Andrew Mudd has reviewed the Paid Leave Act and sent suggestions for changes to adhere to the Act's requirements. The Paid Leave Act requires every employee to receive a maximum of 40 hours' paid leave for any reason. The Village's current ordinance provides full-time employees vacation and personal time. Vacation days are used in day increments and personal time (56 hours per calendar year) used in hour increments. Vacation days and personal time could not be rolled over. Vacation days – use it or lose it.... personal time – unused time is paid out during the last paycheck of the year. If an employee left employment of the Village prior to the end of the year, the person was not reimbursed personal time or vacation time.

The new law does not allow for unpaid time to roll over to the next calendar year, according to the revisions by Attorney Mudd. The new law allows part-time employees to accrue 1 hour of paid time for every 40 hours worked.

The one question that came up with Trustee Black was on page 2, employees must provide ten (10) business days advance written notification to their supervisor for paid leave under this policy if the need is foreseeable. Trustee Black suggested changing that number to five (5) days' notice instead of ten (10) days' notice.

Trustee Gammon suggested amending the ordinance to allow vacation time to be rolled over into the following calendar year. After discussion, board members suggested approving the proposed ordinance tonight and discuss/approve amendments later. Motion was made to approve the proposed Illinois Paid Leave for All Workers Act Ordinance, after amending the advance written notification days from ten (10) to five (5) days' advance written notice from employees for paid leave under this policy if the need is foreseeable. Vote: Gammon, yes; Jones, yes; Black, yes; Cornell, yes; Richison, yes. Ordinance 2023-13 passed.

Motion was made by Black, seconded by Richison to adjourn the meeting. Vote: Richison, yes; Jones, yes; Black, yes Gammon, yes; Cornell, yes. The meeting adjourned at 5:17 p.m.

Respectfully submitted,

Chris White  
Village Clerk

Board approved 1/15/2024