

**RESOLUTION 2020-05**

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
PORT DISTRICT NO. 3 OF GRANT COUNTY UPDATING  
EMPLOYEE HANDBOOK AND POLICIES AND  
PROCEDURS.**

WHEREAS, the Board of Commissioners of Port District No. 3 of Grant County (the "Port") is authorized to hire any and all employees necessary and advisable for the operation of the Port and to fix wages, salaries, benefits and other terms of such employment by resolution pursuant to RCW 53.08.170; and

WHEREAS, the Commissioners find it to be in the best interests of the District and the people served by the District to adopt a written employee handbook providing guidance to the Port and its employees concerning employment issues and the terms of employment with the Port; NOW THEREFORE,

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF PORT DISTRICT NO. 3 OF GRANT COUNTY AS FOLLOWS:**

1. Approval of Employee Handbook and Policies and Procedures. The Board of Commissioners does hereby approve and adopt as the policy of the Port the Employee Handbook and Policies and Procedures which shall be substantially in the form presented to the Board of Commissioners on this date with only those changes that shall be approved by the Board of Commissioners and employees of the Port shall follow and comply with the terms, conditions and mandates of the Employee Handbook and Policies and Procedures.

2. Effective Date. This resolution shall be effectively immediately upon its adoption.

PASSED and DATED this 13th day of APRIL, 2020.

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Verlyn Coulson, Commissioner

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Lauri Dayton, Commissioner

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Glenn Leland, Commissioner