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Village Police: 607-749-2022
Newton Water Works: 607-749-2511
Glenwood Cemetery: 607-749-3517
Streets and Parks: 607-749-3813
Recreation: 607-749-2161
Codes: 607-745-3177
Homer Fire Department: 607-749-3121

801 *Holidays*

Designated Holidays Full-Time, Non-Cemetery Employees, Crossing Guards, Permanent Part time individuals working at least 25 hours per week, and seasonal labors working 25 hours per week returning for the season for a third year, - The Village of Homer will observe the following holidays:

- New Year's Day
- Martin Luther King Day
- Presidents' Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Columbus Day
- Veteran's Day
- Thanksgiving Day
- The day after Thanksgiving
- Christmas Day

Designated Holidays Cemetery Employees - The Village of Homer will observe the following holidays:

- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Veteran's Day
- Floating Holiday to be used

Eligibility – A full-time employee, part-time employee working 25 hours per week (1300 owe year the prior year, seasonal labored returning for their third year working 25 hours or more per week, crossing guards, and seasonal cemetery workers are eligible for holiday pay at the employee's regular rate of pay at the time with the Village of Homer. Part-time employees working less than 25 hours per week, subs, interns, seasonal workers in their first or second year, appointed individuals not turning in timesheets, employees paid on stipends, seasonal recreation assistants and seasonal recreation specialists are not eligible for these benefits. Crossing guards, cemetery seasonal workers, and seasonal laborers in their third year and on, are paid holidays only while they are working.

Holiday Observance - In the event a designated holiday occurs on a Saturday, the holiday will be observed on the preceding Friday. In the event a designated holiday occurs on a Sunday, the holiday will be observed on the following Monday. In departments where nine-hour work days are implemented, it is left to the supervisor to make sure only eight hours total holiday leave is taken for Friday and Monday observances of holidays.

Holiday Pay Requirement – Unless otherwise authorized, approved ahead, and signed off in writing ahead via email or time off slip by the department head, an FLSA non-exempt employee must work the employee's scheduled workday before and the employee's scheduled workday after a designated holiday in order to receive holiday pay except for the day after Thanksgiving which is also recognized as a holiday.

Assigned to Work on a Major Holiday* - A full-time, FLSA non-exempt employee who is required to work on a designated holiday will receive wages at one and one-half times the employee's regular rate of pay and an additional day off that must be utilized by December 31 of each year. If a full-time, FLSA non-exempt employee is required to work on a designated holiday in December, only those holidays worked in December, the additional day off can be carry forwarded to the end of the Village's Fiscal year in February. A part-time, temporary, or seasonal employee who works on a designated holiday will be paid at the employee's regular rate of pay.

*Note: A major holiday refers only to New Year's Day, Memorial Day, The Fourth of July, Labor Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day only.

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