



**TOWN OF ALPINE, WYOMING
RESOLUTION 2026-012
A RESOLUTION AMENDING A PROVISION OF THE TOWN OF ALPINE
EMPLOYEE POLICY AND PROCEDURE MANUAL**

WHEREAS, the Town Council has identified inconsistent language within the Employee Policy and Procedure Manual regarding the maximum payout of accrued leave upon separation of employment;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Alpine, Wyoming:

Section 1. Amendment.

The section of the Employee Policy and Procedure Manual titled “**Termination, Resignation and Discharge**” is hereby amended to state that accrued leave paid upon separation shall be **not to exceed 80 hours**.

Section 2. All other provisions of the Manual remain unchanged.

PASSED, APPROVED AND ADOPTED this 3rd day of March 2026.

VOTING RECORD:

<i>Ayes:</i>	<i>Mayor Green:</i>
<i>Nays:</i>	<i>Burchard:</i>
<i>Abstentions:</i>	<i>Larsen:</i>
<i>Absent:</i>	<i>Wierda:</i>
	<i>Scaffide:</i>

SIGNED:

Eric Green, Mayor of Alpine

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer
