

RESOLUTION NO. 4415

A RESOLUTION ESTABLISHING CITY OF MILES CITY PERSONNEL POLICIES REGARDING POLICY DRUG AND ALCOHOL FREE WORKPLACE


WHEREAS, the City of Miles City has established certain personnel policies for employees of the City of Miles City, which are set forth in the City of Miles City Personnel Manual;

AND WHEREAS, the City Council finds that certain revisions to such policies should be adopted;

NOW THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILES CITY, MONTANA AS FOLLOWS:

1. That the following new policy: Drug and Alcohol Free Workplace attached as Exhibit "A"
2. Such policy shall become effective June 22, 2021 upon the passage of this resolution.

SAID RESOLUTION FINALLY PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE CITY COUNCIL OF THE CITY OF MILES CITY, MONTANA, THIS 22nd DAY OF JUNE, 2021.



John Hollowell, Mayor

ATTEST:



Mary Rowe, City Clerk



EXHIBIT "A"
CITY OF MILES CITY
PERSONNEL POLICY

Section 6:

Workplace
Standards

Effective:

10/25/2016

Last Revised:

06/22/2021

DRUG AND ALCOHOL FREE WORKPLACE

Resolution #4415

- **This policy supersedes all previous policies and/or handbooks published by the City of Miles City. Negotiated labor contracts that conflict with this policy will take precedence to the applicable extent.**

In compliance with the Drug-Free Workplace Act of 1988, (Title 41-10-701 through 707, U.S.C. as amended), the City of Miles City is committed to providing an alcohol-free and drug-free workplace. The City of Miles City prohibits the unlawful manufacture, distribution, sale, possession or use of a controlled substance, marijuana, including medical marijuana or alcohol in the workplace or while conducting business. All employees must comply with this policy and notify the Mayor and/or their designee in writing of any drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction. The Mayor and/or their designee is responsible for notifying the appropriate federal granting agency of the conviction when the employee involved is working on a federal grant or contract, within ten (10) days of learning of the conviction. Employees who violate this policy may be subject to disciplinary action.