

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Teamsters MOU

Date: 5/12/2025

DEPT OF ORIGIN: Village Manager

BILL # 57-2025

DATE SUBMITTED: 5/7/2025

EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED: \$0

AMOUNT
BUDGETED: \$0

APPROPRIATION
REQUIRED: \$0

SUMMARY STATEMENT

Resolution to authorize MOU with the Teamsters Union regarding use of leave under FMLA

RECOMMENDED ACTION

MOVED BY: Ryan SECONDED BY: Scollin

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE RYAN

yes

TRUSTEE SCOLLIN

yes

TRUSTEE WHITE

yes

**RESOLUTION TO EXECUTE THE MEMORANDUM OF UNDERSTANDING (MOU)
REGARDING USE OF LEAVE UNDER THE FAMILY AND MEDICAL LEAVE ACT
(FMLA)**

WHEREAS, the Village of Saranac Lake is committed to ensuring compliance with the Family and Medical Leave Act (FMLA), which provides eligible employees with job-protected leave for qualifying family and medical reasons, and

WHEREAS, the Village of Saranac Lake and Teamsters Local Union 687 have entered a Memorandum of Understanding (MOU) clarifying the procedures for the use of paid leave in conjunction with FMLA leave, and

WHEREAS, the MOU stipulates that employees must exhaust all available **sick leave** before being permitted to use **vacation or personal leave** while on FMLA leave, and

WHEREAS, the MOU ensures consistency, transparency, and compliance with applicable federal law while aligning with the organization's leave policies.

THEREFORE, BE IT RESOLVED by the Village of Saranac Lake Board of Trustees that the MOU regarding the use of leave under the Family and Medical Leave Act (FMLA), including the provision that all available sick leave must be used before vacation or personal leave, is approved. Staff are authorized and directed to implement all necessary administrative procedures to enforce and comply with the terms of the MOU.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
VILLAGE OF SARANAC LAKE AND TEAMSTERS LOCAL 687**

USE OF SICK LEAVE DURING FMLA-APPROVED LEAVE

This Memorandum of Understanding (MOU) is entered into by and between Village of Saranac Lake ("Employer") and Teamsters Local 687 ("Union") (collectively, "the Parties") and shall be effective upon execution by both Parties.

Purpose

The purpose of this MOU is to clarify the use of leave time by union-represented employees during periods of leave approved under the Family and Medical Leave Act (FMLA).

Use of Sick Leave During FMLA Leave

All union-represented employees who are approved for FMLA leave agree to exhaust all available accrued sick leave prior to the use of any other form of paid leave (e.g., vacation leave or personal leave) during the FMLA leave period.

Application

This requirement shall apply only to FMLA-approved leaves and does not alter the rights or obligations under the FMLA or the current collective bargaining agreement, except as expressly stated in this MOU.

Term and Expiration

This MOU shall remain in effect through the end of the current negotiated contract year, expiring on May 31, 2026, unless extended in writing by mutual agreement of the Parties.

Entire Agreement

This MOU constitutes the full and complete agreement between the Parties with respect to the subject matter contained herein and supersedes all prior discussions, understandings, or agreements.

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding on the dates shown below:

For the Employer:

Village Manager: _____

Signature: _____

Date: _____

For the Union:

Representative: _____

Signature: _____

Date: _____

For the Union:

Name: _____

Title: _____

Signature: _____

Date: _____