

Polk County Wisconsin

**SEVERANCE PACKAGE FOR “AT WILL”
POLK COUNTY EMPLOYEES**

Policy 395

Effective Date: 09-09-03

Current Revision Date: 09-09-2003

In the event an “at will” Employee is terminated by the Employer during such time that the Employee is willing and able to perform all the duties specified in their job description, then in that event the Employer agrees to pay the Employee a lump sum cash payment up to four (4) months aggregate salary under the following formula:

After one (1) year	0 Zero Months
After two (2) years	One (1) Month
After three (3) years	Two (2) Months
After four (4) years	Three (3) Months
After five (5) years	Four (4) Months

The severance payment shall constitute a full settlement payment to the Employee. The Employer’s obligation to pay the settlement amount to Employee shall be conditioned upon Employee executing and delivering to the Employer a full, final and complete release of any and all claims that Employee may claim the Employee has against the Employer, including but not limited to, any claim of wrongful discharge, discrimination, or other employment related claims. The release shall be in a form and shall contain such terms as shall be required by Counsel for the Employer. The Employee shall not be required to release any pending Worker’s Compensation claim nor shall Employee be required to release any claim that Employee may have as to entitlement for unemployment compensation benefits arising out of Employee’s termination. In the event that the Employee is terminated for willful neglect of duty, insubordination, malfeasance, misfeasance, in the office, conviction of a felony or a misdemeanor conviction of a crime involving moral turpitude, then the Employer shall have no obligation to pay the aggregate severance sum designated in this paragraph. Notice of termination shall be provided in writing to the Employee with an effective date.