

# **BOARD OF SUPERVISORS**

# **MADISON COUNTY, MISSISSIPPI**

Department of Road Management  
Lawrence L. Morris, Road Manager

3137 South Liberty Street, Canton, MS 39046  
Office (601) 855-5670 FAX (601) 859-5857

November 14, 2013

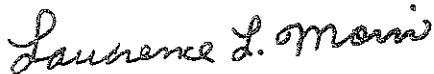
## Memorandum

TO: Board of Supervisors  
FROM: Road Manager  
RE: Change to Work Hours

To reduce fuel and equipment costs, I am requesting that the work hours for the Road Department be changed to four 10 hour days. The office hours would be Monday through Thursday, 7:00 a.m. until 5:30 p.m. Crew chiefs will be on emergency call as usual. There will be an office employee to respond to any calls on Friday.

It is anticipated that these changes will improve productivity, resulting in more projects being completed due to the longer work day and improve employee morale, due to the shorter work week.

I am requesting these changes on a trial basis for 90 days and will report back to the Board for a final decision.



Lawrence Morris  
Road Manager

Lm/hk

---

JOHN BELL CROSBY  
District One

RONNY LOTT  
District Two

GERALD STEEN  
District Three

KARL BANKS  
District Four

PAUL GRIFFIN  
District Five