

1.17 Physical Fitness Program – Benefits Manual

To promote employee health, wellness, fitness for duty, and overall productivity within its workforce, Georgetown Charter Township will offer reimbursement for gym memberships to qualifying members of the Georgetown Township Fire Department. To be eligible for this benefit, members of the Georgetown Township Fire Department must personally enroll at an approved gym facility. Each member will be eligible for a reimbursement of up to \$40.00 per month for each month in which the member completes and documents at least six (6) visits to their approved gym facility. It is the responsibility of each member to document and report on his/her approved gym facility visits, on a form approved by the Township. The reimbursements are intended to cover only the Fire Department member's membership fees and not the membership fees for any family members or dependents.

Each December, the Township will review the records submitted by each member and determine the month(s) for which the member has qualified for the reimbursements provided by this policy. Members must submit all documentation before the close of the Township's last pay period each December. Members will not receive reimbursement for any month for which the member has not submitted timely paperwork. The Township maintains the sole discretion to approve gym facilities for purposes of applying this benefit (including capping the monthly benefit offered by this reimbursement), and the Township maintains the discretion to determine when a member has satisfied the requirements to receive the reimbursement provided by this policy. All reimbursement payments are taxable, and the Township will report reimbursement payments as wages on the member's annual W-2 form.