

# LOGAN COUNTY ENGINEER'S OFFICE

# MEMO

Date: August 18, 2025

To: All Employees

From: Scott C. Coleman, P.E., P.S.  
Logan County Engineer

**Subject: Return to Regular Work Hours**

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As summer comes to an end, we will be transitioning back to regular work hours. Beginning September 1, 2025, we will return to regular operating hours. Please note that due to the upcoming holiday, we will physically return to work on **Tuesday, September 2, 2025**

## Regular Operating Hours:

### **HIGHWAY GARAGE PERSONNEL**

7:30 a.m. - 3:30 p.m. Monday through Friday  
*(8-hour days – five days per week)*

### **OFFICE PERSONNEL**

7:30 a.m. - 3:30 p.m. Monday through Friday  
*(7.5-hour days – five days per week)*

### **MAP ROOM PERSONNEL**

No Change

Monday through Thursday 7:30a - 4:30p *(closed for lunch from 12:00 p.m. to 1:00 p.m.)*  
Friday 7:30a - 1:00p