

CITY COUNCIL OF THE CITY OF SEAT PLEASANT, MARYLAND

Ordinance No.	Ordinance O-14-10
Introduced By	City Council
Date Introduced	January 6, 2014
First Reading	January 6, 2014
Second Reading	January 13, 2014
Date Adopted	January 13, 2014
Date Effective	February 12, 2014

AN ORDINANCE concerning

PERSONNEL RULES AND REGULATIONS MANUAL

FOR the purposes of repealing the City's current Personnel Rules and Regulations Manual (October 2011 edition); adopting a new Personnel Rules and Regulations Manual (December 2013 edition) to stand in place thereof; amending Chapter 31 (Personnel Policies), § 31-13 of the Code of the City of Seat Pleasant as it relates to the City's Personnel Rules and Regulations Manual to refer and conform to the new Personnel Rules and Regulations Manual adopted hereunder; and generally relating to personnel matters in The City of Seat Pleasant.

BY repealing
Personnel Rules and Regulations Manual, City of Seat Pleasant, Maryland
Revised October, 2011

BY adopting
Personnel Rules and Regulations Manual, City of Seat Pleasant, Maryland
Revised December, 2013

BY amending
Chapter 31 – PERSONNEL POLICIES
Section 31-13, Subsections (A), (B) and (C)
Code of the City of Seat Pleasant (1994 Edition, as amended)

WHEREAS, pursuant to § 31-5(A) of the Code of the City of Seat Pleasant (the "Code"), the City Council of the City of Seat Pleasant (the "City Council") shall, by resolution, adopt rules for the regulation of personnel matters in conformity with and furtherance of Chapter 31 (Personnel Policies) of the Code; and

WHEREAS, in conformity with and furtherance of Chapter 31 (Personnel Policies) of the Code, the City Council has promulgated a Personnel Rules and Regulations Manual (the "Personnel Manual") as the personnel manual for officials and employees of The City of Seat Pleasant (the "City"), which was last updated in October 2011; and

WHEREAS, pursuant to Chapter II, Article 4 of the Personnel Manual, the City Council is authorized and empowered to amend, supplement or otherwise revise, by ordinance, the provisions of the Personnel Manual; and

WHEREAS, pursuant to § 31-13(C) of the Code, in the event of a conflict between any other provision of the Code and the Manual, the Manual shall prevail; and

WHEREAS, the City Council, for the good and welfare of the community, deems it necessary and appropriate for the good government and employees of the City to repeal the existing Personnel Manual and adopt a new Personnel Manual to stand in place thereof and to amend Chapter 31, § 31-13 of the Code to refer and conform to the new Personnel Manual adopted hereunder.

SECTION 1. BE IT ORDAINED BY THE SEAT PLEASANT CITY COUNCIL that the City of Seat Pleasant's current Personnel Rules and Regulations Manual (October 2011 edition) be and it is hereby repealed in its entirety.

SECTION 2. AND BE IT FURTHER ORDAINED BY THE SEAT PLEASANT CITY COUNCIL that the Personnel Rules and Regulations Manual (December 2013 edition), a copy of which is attached to this Ordinance and incorporated by reference herein, be and it is hereby adopted as the personnel manual for officials and employees of The City of Seat Pleasant.

SECTION 3. AND BE IT FURTHER ORDAINED BY THE SEAT PLEASANT CITY COUNCIL that Chapter 31 (Personnel Policies), § 31-13, of the Code of The City of Seat Pleasant (1994 Edition, as amended), be and it is hereby amended to read as follows:

§ 31-13 Personnel ((handbook)) MANUAL.

- A. The Personnel ((handbook)) MANUAL for the City of Seat Pleasant is the Personnel Rules and Regulations Manual (((October 2011))), AS AMENDED BY RESOLUTION OF THE COUNCIL FROM TIME TO TIME.
- B. A copy of the CURRENT EDITION OF the Personnel Rules and Regulations Manual (((October 2011))) shall be kept on file in the office of the City Clerk.
- C. In the event of a conflict between any other provision of this Code and the CURRENT EDITION OF the Personnel Rules and Regulations Manual, the latter shall prevail.

SECTION 4. AND BE IT FURTHER ORDAINED BY THE SEAT PLEASANT CITY COUNCIL that the Recitals to this Ordinance are incorporated herein and deemed a substantive part of this Ordinance.

SECTION 5. AND BE IT FURTHER ORDAINED BY THE SEAT PLEASANT CITY COUNCIL that all other ordinances or parts of ordinances or provisions of the Code of the City of Seat Pleasant (1994 Edition, as amended) in conflict with the provisions of this Ordinance or the property maintenance code adopted by this Ordinance are hereby repealed to the extent of such inconsistency.

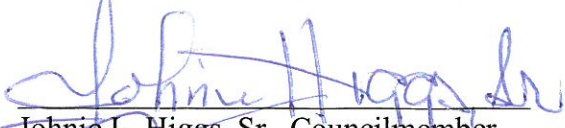
SECTION 6. AND BE IT FURTHER ORDAINED BY THE SEAT PLEASANT CITY COUNCIL that the title of this Ordinance, or a condensed version thereof, shall be deemed to be, and is, a fair summary of this Ordinance for publication and all other purposes.

SECTION 7. AND BE IT FURTHER ORDAINED BY THE SEAT PLEASANT CITY COUNCIL that, if any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court or competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance, it being the intent of the City Council that this Ordinance shall stand, notwithstanding the invalidity of any section, subsection, sentence, clause, phrase or portion hereof.

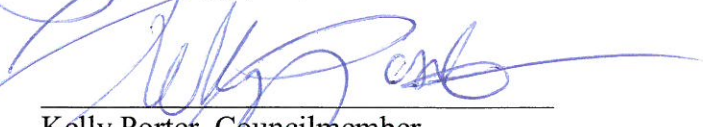
SECTION 8. AND BE IT FURTHER ORDAINED BY THE SEAT PLEASANT CITY COUNCIL that the City Clerk shall certify to the adoption of this ordinance, and cause the same or, to the extent permitted by the Charter, a fair summary of the same, to be published as required by law, and that this Ordinance shall become effective at the expiration of twenty (20) days following approval by the Mayor or passage by the City Council over the Mayor's veto.

SECTION 9. AND BE IT FURTHER ORDAINED BY THE SEAT PLEASANT CITY COUNCIL that the City Administrator shall provide a copy of the PERSONNEL RULES AND REGULATIONS MANUAL (December 2013 edition) to all current and future City employees and officials and obtain from each a signed receipt acknowledging that they have received a copy of the same.

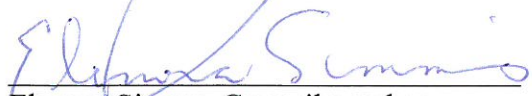
CITY COUNCIL OF THE CITY OF SEAT PLEASANT

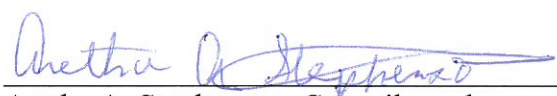

Johnie L. Higgs, Sr., Councilmember


Eugene F. Kennedy, Councilmember


Kelly Porter, Councilmember

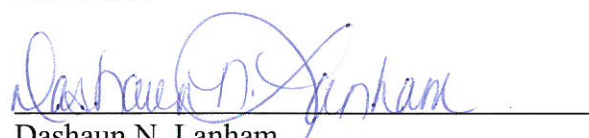
Gerald R. Raynor, Sr., Councilmember


Elenora Simms, Councilmember


Aretha A. Stephenson, Councilmember

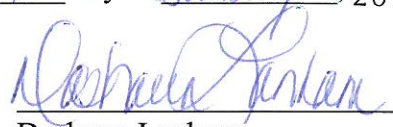
Reveral L. Yeargin, Councilmember

ATTEST:


Dashaun N. Lanham
City Clerk

APPROVED:

This Ordinance was presented to the Mayor for his approval or disapproval pursuant to Section C-313 of the Charter for Seat Pleasant this 23rd day of January, 2014


Dashaun Lanham
City Clerk

In accordance with Section C-313 of the Charter for Seat Pleasant, I hereby **(APPROVE)** **(DISAPPROVE)** of this Ordinance this 23 day of January, 2014.


Eugene W. Grant, Mayor

EXPLANATION:

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

((Double Parenthesis)) indicate matter deleted from existing law.

Underlining indicates amendments to bill.

~~Strike Out~~ indicates matter stricken from bill by amendment or deleted from the law by amendment.