

The Mayor & City Council of the  
**City of Taneytown**  
Resolution 2023-09

**Amendments to Personnel Manual**

WHEREAS, pursuant to § 39 - 1 of the City Code of the City of Taneytown, the Mayor and City Council of the City of Taneytown (the “City”) has the authority to adopt, modify, amend, or repeal a personnel manual for the direction of those employed by the City of Taneytown; and

WHEREAS, the Mayor and City Council of the City of Taneytown may be advised by heads of departments as to what policies shall be considered that are in the best interest of City staff; and

WHEREAS, the personnel manual for the City of Taneytown shall be such that the policies adopted are intended for the protection of both the City of Taneytown and its employees; and reflect City values; and

WHEREAS, the City of Taneytown recognizes that Juneteenth National Independence Day has been declared a Federal Holiday,

NOW THEREFORE, be it enacted and resolved by the Mayor & City Council of the City of Taneytown that the Personnel Manual be amended as to the following;

7.1 Holidays shall be amended to read as follows:

City of Taneytown recognizes the following holidays:

- New Years’ Day
- Martin Luther King Birthday
- Presidents’ Day
- Good Friday
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving
- Day After Thanksgiving
- ½ Day Christmas Eve
- Christmas
- ½ Day New Year’s Eve

If the holiday falls on a Saturday, then the previous Friday will be observed as the holiday. If the holiday falls on a Sunday, then the following Monday will be observed as the holiday. Regular full-time employees are paid 8 hours for each holiday; police are paid their 10 hours for the holiday; regular part-time employees are paid for holidays based upon the number of hours they are normally scheduled. Temporary employees are not paid for holidays, unless they are specifically requested to work on the designated holiday. Seasonal employees are paid for holidays based upon the number of hours they are normally scheduled and only during the season they are normally scheduled.

**Effect**

This Resolution 2023 - 09 shall become effective immediately upon adoption.

Introduced this 7 day of June, 2023

Clara Kalman  
Clara Kalman, City Clerk

Passed this 12 day of June, 2023 by a

vote of 5 Councilmembers in favor

and 0 Councilmembers opposed.

Clara Kalman  
Clara Kalman, City Clerk

Approved this 12th day of June, 2023

Christopher G. Miller  
Christopher G. Miller, Mayor

Approved as to form and legal sufficiency  
this 12 day of June, 2023

Jack A. Gullo, Jr.  
Jack A. Gullo, Jr., City Attorney