

THE TOWN OF FOREST HEIGHTS
RESOLUTION 17-14

**A RESOLUTION FOR THE ADOPTION OF AMENDMENTS TO THE EMPLOYEE
HANDBOOK REGARDING APPROVAL OF EMPLOYEE BENEFIT PLANS**

Introduced by: Mayor J. Goodall

WHEREAS, pursuant to Section 33–69 of the Town Charter, the compensation of all officers (except the Mayor and Councilmen) and employees of the Town shall be set from time to time by a resolution passed by the Council; and

WHEREAS, pursuant to Section 2.3 of the Town Ordinance Code, the Town Council is authorized and empowered to provide the employees of the Town with benefits, including, but not limited to, death benefits, surgical, hospitalization and other sick benefits, under group insurance plans or otherwise; and

WHEREAS, the Mayor and Council adopted Resolution 65-12 on October 17, 2012 thereby adopting a comprehensive revision of the Town’s Employee Handbook, which has been subsequently amended; and

WHEREAS, the Mayor and Council find that it is in the best interest of the Town and for the good and efficient government thereof, that said Employee Handbook shall be revised and amended as stated herein below; and

NOW THEREFORE BE IT RESOLVED, that the Town Council hereby adopts, and approves the following amendments to the Employee Handbook initially adopted and approved by Resolution 65-12 on October 17, 2012, as amended:

* * *

3.40 BENEFITS

- A. Benefits are paid or accrued every pay period.
- B. The cash pay of employees by no means constitutes their total pay since employees receive a number of benefits which have a substantial value.
- C. The benefits for eligible employees are as follows:
 - 1. Health insurance (through a plan approved jointly by the ~~Governing Body~~
MAYOR AND TOWN ADMINISTRATOR AS REPORTED TO THE

CAPITALS : Indicate matter added to existing law
[Brackets] : Indicate matter deleted from existing law
Asterisks * * * : Indicate that text is retained from existing law but omitted herein.

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COUNCIL ANNUALLY IN THE MONTH OF MARCH OR AS DIRECTED BY COUNCIL),

2. Life insurance (through a plan approved jointly by the ~~Governing Body~~ MAYOR AND TOWN ADMINISTRATOR AS REPORTED TO THE COUNCIL ANNUALLY IN THE MONTH OF MARCH OR AS DIRECTED BY COUNCIL),
3. Pension Plan (through a plan approved by the Governing Body),
4. Worker's Compensation,
5. FICA (social security),
6. Unemployment compensation paid upon valid claim,
7. Paid holidays,
8. Paid vacations, AND
9. Paid sick leave.

D. Except where permitted by law for items 4, 5, and 6 above, part time employees are not generally eligible for benefits. The terms and conditions of these benefits may be governed by law or by contract; detailed information is available at the Office of the Clerk.

* * *

AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage.

PASSED this 16th Day of April, 2014.

ATTEST:

SIGNATURE ON FILE

Bonita C. Anderson, Town Clerk

THE MAYOR AND COUNCIL OF THE
TOWN OF FOREST HEIGHTS
SIGNATURE ON FILE

Jacqueline Goodall, Mayor

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SIGNATURE ON FILE

Cynthia Mann, Council President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the 16th day of April 2014 with 5 Aye votes and 0 Nay votes the aforesaid Resolution 17-14 passed.

SIGNATURE ON FILE

Bonita Anderson, Town Clerk

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