

TOWN OF COTTAGE CITY
RESOLUTION 2025-03

**A RESOLUTION OF THE COTTAGE CITY COMMISSION ESTABLISHING
ESSENTIAL STAFFING & MODIFIED SCHEDULES DURING TIMES OF NEED OR
EXIGENCY**

Introduced by: Town of Cottage City Commission

WHEREAS, the Town of Cottage City from time to time will require essential staff to report to work to address needs within the Town; and

WHEREAS, additional essential workers may be identified by the Commission along with the Town Manager; and

WHEREAS, the Town Manager has the authority to modify work schedules as necessary to support the various needs of the Town; and

WHEREAS, the Cottage City Police Department and Public Works employees are considered essential staff within the Town and can be called upon at any time to work during all weather conditions and/or during emergencies.

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED that the Cottage City Commission hereby adopts the following policy:

1. The Town Manager will work with the Chief of Police / Public Works to make sure work schedules are modified to make sure the needs of the Town are satisfied.
2. When snow accumulation is above 3" all Cottage City Police & Public Works Employees shall report to the Town for duty unless excused in writing by the Town Manager.

INTRODUCED by the Cottage City Commission at a Meeting held on Tuesday, February 4, 2025.

PASSED by the Cottage City Commission at a Meeting held on Wednesday, February 12, 2025.

ATTEST:

TOWN OF COTTAGE CITY, MARYLAND

John Hoatson, Town Manager

By: _____
Wanda Wheatley, Commissioner-Chair

CERTIFICATION

I, HEREBY CERTIFY, as the duly appointed Town Manager of the Town of Cottage City, Maryland, that on the 12th Day of February 2025 with __ Aye votes and __ Nay votes, the aforesaid Resolution 2025-01 passed.

John Hoatson, Town Manager