

**TOWN OF FOREST HEIGHTS
RESOLUTION 18-23**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF FOREST
HEIGHTS, MARYLAND, TO APPROVE THE EMPLOYMENT AND APPOINTMENT
OF DUAL BELNAVIS AS A SUPERVISOR TO SERVE WITHIN THE FOREST
HEIGHTS POLICE DEPARTMENT, PUBLIC WORKS DIVISION**

Introduced By: Councilmember Jonathon Kennedy

WHEREAS, pursuant to Section 33-66 of the Charter of the Town of Forest Heights (the "Charter") the Town shall have the power to employ such officers and employees as it deems necessary to execute the powers and duties provided by the Charter or other state law and to operate the Town government; and

WHEREAS, pursuant to Section 33-18(b) of the Charter, all full-time subordinate officers and employees of the offices, departments, and agencies of the Town government shall be appointed and removed by the Mayor with the consent of the Council, in accordance with rules and regulations of any merit system which may be adopted by the Council; and

WHEREAS, pursuant to Section 23.9 of the Town Ordinance Code, certain minimum qualifications for a Public Works Manager is stated therein, and the Chief of Police has verified to the Mayor and Council that the candidate is of good moral character and emotionally stable, as determined by a background investigation, which includes fingerprinting of the applicant and a search made of local, state and criminal records, including a check of military, selective service, employment and driving records; and

WHEREAS, pursuant to Section 7.90 of the Employee Handbook each new or promoted employee shall be notified of his or her probationary status, and unless other law, regulation or valid contract states otherwise (as in the case of existing merit employees), and at the end of 90 days and satisfactory evaluation by the Supervisor, Police Chief and Mayor, and should the performance evaluation be unsatisfactory, the Police Chief and Mayor may extend the probation period for up to an additional 360 days; and

WHEREAS, the Council finds that Dual Belnavis has shown that he has the necessary experience, training, and knowledge to serve as a Public Works Supervisor in the Police Department's, Division of Public Works and it is in the best interest of the Town to appoint Mr. Belnavis as an Public Works Supervisor.

NOW THEREFORE BE IT RESOLVED, that the Town Council hereby consents to the Mayor's appointment of Dual Belnavis as an Public Works Supervisor in the merit pay scale system at Grade 9, Step 1 at the annual salary of \$66,705.60; and

BE IT FURTHER RESOLVED, that said salary shall be paid from line item 7235 Salary from the FY2023 Budget; and

BE IT FURTHER RESOLVED, that the Mayor and Council approve the associated job description, Public Works Supervisor attached as Exhibit A, and eliminate the Job Description Public Works Supervisor; and

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

PASSED this 6 day of January 2023.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

LILLY

Yea

KENNEDY II

Yea

NOBLE

Yea

BARNES

Absent

HINES

Yea

WASHINGTON

Yea

ATKINSON

Absent

ATTEST:

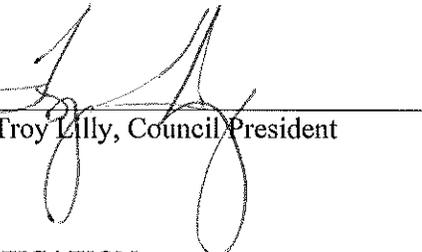
THE TOWN OF FOREST HEIGHTS, MARYLAND



Sherletta Hawkins, Town Clerk

By: 

Calvin Washington, Mayor

By: 

Troy Lilly, Council President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the 6th day of January 2023 with 5 Aye votes and 0 Nay (2/3rds supermajority) votes the aforesaid Resolution 18-23 passed.


Sherletta Hawkins, Town Clerk

[Exhibit A -Public Works Manager Job Description (dated January, 2023)]