

RESOLUTION NO. 2977

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO APPROVE OF THE ACTING STATUS FOR THE ASSISTANT CITY CLERK IN THE ABSENCE OF THE CITY CLERK.

WHEREAS, §SC8-1 of the Salisbury City Charter, states that the City Clerk shall be appointed by the City Council and serve at the pleasure of the Council; and

WHEREAS, the City has an Assistant City Clerk whose job description includes performing the duties of the City Clerk when the City Clerk is absent; and

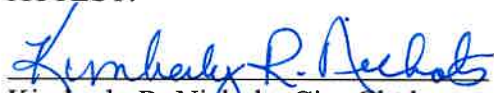
WHEREAS, the position of Assistant or Acting City Clerk is not in the Salisbury City Charter or Municipal Code; and

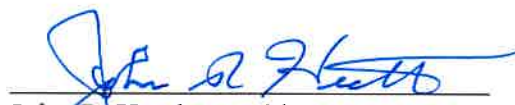
WHEREAS, the City desires that the Assistant City Clerk shall act as the City Clerk in the absence of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the Salisbury City Council hereby approves that the Assistant City Clerk shall be the Acting City Clerk in the absence of the City Clerk.

THE ABOVE RESOLUTION was introduced, read, and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on the 7th day of October 2019, and is to become effective immediately upon adoption.

ATTEST:


Kimberly R. Nichols, City Clerk


John R. Heath, President
Salisbury City Council

APPROVED by me this 9th day of OCTOBER 2019


Jacob R. Day, Mayor



City of
Salisbury
Jacob R. Day, Mayor

MEMORANDUM

TO: City Council
FROM: Kim Nichols, City Clerk
SUBJECT: Assistant City Clerk acting as City Clerk
DATE: October 2, 2019

§SC8-1 of the City Charter states that the City Clerk shall be appointed by the City Council and serve at the pleasure of the Council. The Assistant City Clerk's job description includes performing the duties of the City Clerk when the City Clerk is absent. Because the Assistant City Clerk's position is not in the Charter or Code, the attached resolution clarifies that the position of Assistant City Clerk shall act as the City Clerk in the absence of the City Clerk.