

**THE TOWN OF GALENA  
CHARTER AMENDMENT RESOLUTION NO. 2026-02**

**A CHARTER AMENDMENT RESOLUTION OF THE COUNCIL OF THE TOWN OF GALENA AMENDING SECTION 404 (POWERS AND DUTIES) OF THE CHARTER OF THE TOWN OF GALENA, MARYLAND, THEREBY EXPANDING THE POWERS AND DUTIES OF THE MAYOR.**

**WHEREAS**, the Town Council is authorized by Article XI-E, § 4 of the Constitution of the State of Maryland and Subtitle 3 of Title 4 of the LG Article of the Annotated Code of Maryland, to amend its Charter by a resolution of the legislative body of the municipal corporation; and

**WHEREAS**, the General Assembly of Maryland passed HB 615 during the 2018 session effective July 1, 2018, requiring the legislative body of a municipality to hold a public hearing and give at least 21-days' notice by posting the notice in a public place before adopting a resolution initiated by the legislative body that proposes an amendment to the municipal charter; and

**WHEREAS**, Section 404 (Powers and Duties) of the Town Charter, need to be amended to expand the list of powers and duties of the Mayor; and

**WHEREAS**, the Mayor and Council find it to be in the best interest of the Town to amend the Charter to allow for an expanded and more comprehensive list of powers and duties of the Mayor particularly involving civil emergency powers; and

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF GALENA** on this \_\_\_\_ day of \_\_\_\_\_ 2026 that Section 404 (Powers and Duties) of the Charter of The Town of Galena shall be and is hereby amended and readopted to read as follows:

Section 1.

\* \* \*

**ARTICLE IV  
The Mayor**

\* \* \*

**Section 404. Powers and duties.**

The Mayor shall serve as President of the council AND CHIEF EXECUTIVE OFFICER OF THE TOWN. The Mayor may take part in all discussions and may vote on all issues coming before the Council. The Council shall enact one of its members to serve as acting President of the Council, to act in the absence or incapacitation of the Mayor.

- (1) ~~[The Mayor shall have the power to act for the Council in emergency situations in which there is insufficient time to assemble the members of the Council for a meeting, or when~~

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[Brackets] : Indicate matter deleted from existing law  
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~~the members of the Council might be absent from the Town. The Mayor shall report to the Council all actions taken under this authorization of power to act in an emergency.]~~ THE MAYOR, AS THE CHIEF EXECUTIVE OFFICER OF THE TOWN, SHALL HAVE THE AUTHORITY TO EXERCISE THE POWERS OF THE TOWN COUNCIL DURING A DECLARED EMERGENCY AS DELEGATED OR PRESCRIBED BY ORDINANCE WHEN, IN THE MAYOR'S JUDGMENT, THERE IS INSUFFICIENT TIME TO CONVENE THE COUNCIL, IT IS IMPRACTICABLE TO ASSEMBLE A QUORUM, OR MEMBERS ARE UNAVAILABLE OR UNABLE TO ACT, AND IN SUCH CIRCUMSTANCES THE MAYOR MAY TAKE ANY LEGISLATIVE OR ADMINISTRATIVE ACTION REASONABLY NECESSARY TO PROTECT LIFE, PROPERTY, AND THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE TOWN, INCLUDING ISSUING ORDERS, AUTHORIZING EXPENDITURES, SUSPENDING OR MODIFYING ORDINANCE DEADLINES OR PROCEDURES, AND DIRECTING TOWN PERSONNEL AND RESOURCES, AND ANY SUCH ACTION SHALL HAVE THE FULL FORCE AND EFFECT OF ACTION TAKEN BY THE TOWN COUNCIL AND SHALL REMAIN IN EFFECT UNLESS PROSPECTIVELY MODIFIED OR RESCINDED BY THE COUNCIL; PROVIDED, HOWEVER, THAT THE MAYOR SHALL REPORT ALL ACTIONS TAKEN PURSUANT TO THIS AUTHORITY TO THE TOWN COUNCIL AS SOON AS PRACTICABLE AND NO LATER THAN THE NEXT REGULAR OR SPECIAL MEETING OF THE COUNCIL, AND ANY COUNCIL MODIFICATION OR RESCISSION SHALL NOT INVALIDATE ACTIONS PREVIOUSLY TAKEN IN RELIANCE UPON THE MAYOR'S EMERGENCY AUTHORITY.

- (2) The Mayor shall appoint the Town Administrator, Clerk-Treasurer, MAINTENANCE & FACILITIES COORDINATOR [~~Water and Sewer Superintendent~~], Town Attorney, and any other Town employees authorized by the Council, subject to the ratification of such appointments by the Council.
- (3) THE MAYOR SHALL HAVE THE AUTHORITY TO APPOINT, SUPERVISE, DISCIPLINE, SUSPEND, AND TERMINATE ANY OR ALL TOWN EMPLOYEES, SUBJECT TO THE PROVISIONS OF THE TOWN CHARTER, APPLICABLE EMPLOYMENT AGREEMENTS, PERSONNEL POLICIES DULY ADOPTED BY THE TOWN, AND APPLICABLE STATE AND FEDERAL LAW. NOTHING HEREIN SHALL BE CONSTRUED TO ALTER ANY RIGHTS AFFORDED TO EMPLOYEES UNDER APPLICABLE LAW OR CONTRACT.
- (4) The Mayor shall have the power to appoint such boards, commissions, committees and groups, continuing or ad hoc, as authorized by the Council and subject to ratification by the Council.
- (5) The Mayor shall propose for the consideration and action of the Council the annual budget for general operating expenses of the Town and for the water and sewer systems.

\* \* \*

Section 2.

CAPITALS	:	Indicate matter added to existing law
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**AND BE IT FURTHER RESOLVED** that this Charter Amendment Resolution is adopted on the aforementioned date and that upon adoption by the Council of the Town of Galena a complete and exact copy of this Charter Amendment Resolution shall be posted in the Town Hall for a period of at least forty (40) days following the date of its adoption. Additionally, a fair summary of the proposed Amendment shall be published in a newspaper of general circulation in the Town of Galena not less than four (4) times at weekly intervals within the forty (40) days following the adoption of this Charter Amendment Resolution.

**AND BE IT FURTHER RESOLVED** that the Amendment initiated in this Charter Amendment Resolution shall not be subject to veto or final approval by the Mayor unless there is a tie vote, but shall take effect and shall become and be considered the Charter of the Town of Galena, upon the fiftieth day after being so adopted or passed unless on or before the fortieth day after being so adopted and passed a referendum petition meeting the requirements of State law shall be presented to the Council of the Town of Galena or mailed to it by certified mail, return receipt requested, bearing a postmark from the United States Postal Service.

**AND BE IT FURTHER RESOLVED** that when the Charter Amendment hereby initiated becomes effective, as provided herein, or following a referendum election, the Town Clerk-Treasurer shall send separately, by certified mail, return receipt requested, to the Department of Legislative Services within ten (10) days after the charter resolution becomes effective, the following information concerning the Charter Amendment: (i) the complete text of this Charter Amendment Resolution; (ii) the date of the referendum election, if any held with respect thereto; (iii) the number of votes cast for and against this Charter Amendment Resolution by the Council of the Town of Galena or a referendum election; and (iv) the effective date of the Charter Amendment.

**AND BE IT FURTHER RESOLVED** that under the supervision of the Town Administrator of the Town of Galena, the staff is specifically instructed to carry out the provisions of Section 2 hereof, as evidence of compliance herewith, the Town Clerk-Treasurer shall cause to be affixed to this Charter Amendment Resolution and to the Minutes of the Council Meeting in which it is adopted (i) an appropriate certificate of publication of the newspaper in which the summary of the Charter Amendment Resolution shall have been published and (ii) return receipts of the mailing referred to in Section 2, and shall further complete and execute the Certificate of Effect attached hereto.

**THIS CHARTER AMENDMENT RESOLUTION IS INTRODUCED AND ADOPTED BY THE COUNCIL OF THE TOWN OF GALENA** this \_\_\_ day of \_\_\_\_\_, 2026.

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**THE TOWN OF GALENA**

\_\_\_\_\_  
Tyler J. Carpenter, Mayor

\_\_\_\_\_  
Sarah E. Merrell, Councilmember

\_\_\_\_\_  
Cheryl A. Richwine, Councilmember

\_\_\_\_\_  
John T. Carroll, Jr., Councilmember

\_\_\_\_\_  
John W. Duhamell, Jr., Councilmember

ATTEST:

\_\_\_\_\_  
Marisa R. Pisapia, Town Administrator

APPROVED AS TO FORM:

\_\_\_\_\_  
Kevin J. Best, Town Attorney

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**CERTIFICATE OF EFFECT**

**I, HEREBY CERTIFY THAT THE FOREGOING CHARTER AMENDMENT RESOLUTION OF THE COUNCIL OF THE TOWN OF GALENA DESIGNATED CHARTER AMENDMENT RESOLUTION NO. 2026-03, WAS DULY INTRODUCED, READ, AND WAS ADOPTED BY THE COUNCIL AT A DULY ANNOUNCED PUBLIC MEETING AND THEREAFTER POSTED AND ADVERTISED FOR FOUR (4) SUCCESSIVE WEEKS, IN ACCORDANCE WITH THE APPLICABLE PROVISIONS OF THE ANNOTATED CODE OF MARYLAND AND CHARTER OF THE TOWN OF GALENA.**

ATTEST:

\_\_\_\_\_  
Susan M. Bisbee, Town Clerk-Treasurer  
The Town of Galena

**CHARTER AMENDMENT RESOLUTION (“CAR”) SCHEDULE**

DATE OF 21-DAY PUBLIC HEARING NOTICE \_\_\_\_\_  
DATE OF CAR INTRODUCTION/PASSED \_\_\_\_\_  
40-DAY POSTING END DATE: \_\_\_\_\_  
FAIR SUMMARY NEWSPAPER \_\_\_\_\_  
WEEKLY PUBLICATION DATES (x 4): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
EFFECTIVE (50<sup>TH</sup> DAY) DATE: \_\_\_\_\_  
\_\_\_\_\_

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