



RESOLUTION G2025-60

RESOLUTION ESTABLISHING AN EARLY DISMISSAL LEAVE POLICY FOR TOWNSHIP EMPLOYEES

WHEREAS, the Symmes Township Board of Trustees recognizes that in certain circumstances it may be appropriate to allow Township employees to leave work early; and

WHEREAS, it is not always practical for the Board to approve such instances on a case-by-case basis at an open meeting; and

WHEREAS, the Board now desires to delegate the authority for these leave situations to the Township Administrator.

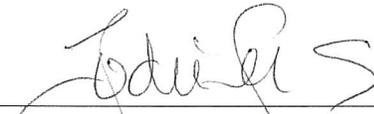
NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Symmes Township, Hamilton County, Ohio:

- Section 1. That the Township Administrator of Symmes Township is hereby authorized, in his or her discretion, to allow Township employees to leave work up to one half-day early on the day before recognized employee holidays. The Administrator is further authorized to release employees from work at any time in exigent or emergency circumstances such as inclement weather or other safety related emergencies.
- Section 2. That it is found and determined that all formal actions of the Board of Trustees relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.
- Section 3. This Resolution shall be effective from and after the earliest period allowed by law.

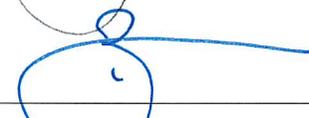
ADOPTED JULY 1, 2025 – RESOLUTION G2025-60

Vote Record: Mr. Beck Aye Ms. Leis Aye Mr. Bryant Aye

BOARD OF TRUSTEES:



Jodie L. Leis, President



Philip J. Beck, Vice-President

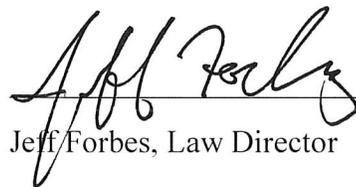


Kenneth N. Bryant, Trustee

ATTEST:

Joseph C. Grossi, Fiscal Officer

APPROVED AS TO FORM:



Jeff Forbes, Law Director