



**RESOLUTION G2025-94**

**RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO HIRE  
PETER PANDILIDIS JR. TO THE POSITION OF ASSISTANT TO THE  
ADMINISTRATOR**

**WHEREAS**, the Township Administrator wishes to fill the position of Assistant to the Administrator that will be vacated by Alissa Hundley on September 12, 2025; and

**WHEREAS**, the Township Trustees are responsible for hiring all personnel in the township when there are vacancies; and

**WHEREAS**, the Township Trustees agree and approve the salary of \$30.00 per hour for the Assistant to the Administrator Position; and

**WHEREAS**, Peter Pandilidis Jr. is by reason of his education, training and experience the most competent to fill that position; and

**WHEREAS**, the Township Administrator is recommending that the Trustees hire Peter Pandilidis Jr. as a Full-Time employee with the Administrative Department beginning November 10, 2025 or November 24, 2025 dependent on current employers' decision, with all the same benefits that all other Full-Time employees have per the personnel manual; and

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

**Section 1.** The Township Administrator is hereby authorized to hire Peter Pandilidis Jr. as an Assistant to the Administrator in the Administrative Department effective November 10, 2025 or November 24, 2025 dependent on current employer's decision.

**Section 2.** The starting hourly rate for this position is thirty dollars (\$30.00) per hour and will include all benefits given to all other Full-Time Employees. Mr. Pandilidis will be eligible for an increase in salary at the same time as all the other employees at the end of 2025.

**Section 3.** This offer of employment includes credit for five weeks (25 days) of vacation, two personal days and sick time carry over from previous employer as well as credit for 15 years of government employment.

**Section 4.** Finds and determines that all formal action of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without limitation) Ohio revised Code Section 121.22, except as otherwise permitted thereby.

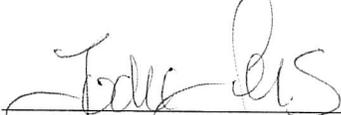
**Section 5.** Upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of this Resolution upon its first reading.

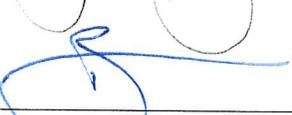
**Section 6.** This Resolution shall take effect and be enforced from and after the earliest period allowed by law.

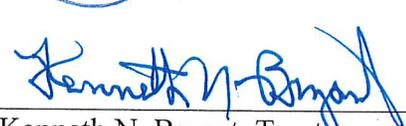
**ADOPTED NOVEMBER 5, 2025 – RESOLUTION G2025-94**

Vote Record: Ms. Leis Ay Mr. Beck AES Mr. Bryant Ay

**BOARD OF TRUSTEES:**

  
\_\_\_\_\_  
Jodie L. Leis, President

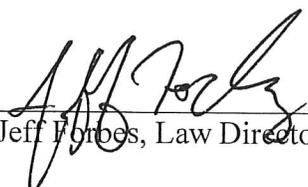
  
\_\_\_\_\_  
Philip J. Beck, Vice-President

  
\_\_\_\_\_  
Kenneth N. Bryant, Trustee

**ATTEST:**

  
\_\_\_\_\_  
Joseph C. Grossi, Fiscal Officer

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Jeff Forbes, Law Director