

RESOLUTION G2021-73

**RESOLUTION REVISING SYMMES TOWNSHIP PERSONNEL POLICY
MANUAL ARTICLE II CONDITIONS OF EMPLOYMENT**

WHEREAS, Article II of the Symmes Township Personnel Manual states all of the Conditions of Employment for full-time and part-time regular employees of the Township; and

WHEREAS, the Auditor's Office is recommending changes to the existing policies so that the Township is compliant with the Ohio Public Records Laws; and

WHEREAS, the Board of Township Trustees of Symmes Township, Hamilton, County, Ohio wishes to add a new Section O Public Records and Personal Information Policy to the Personnel Manual.

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

- Section 1.** That Section O is an existing policy that the Board adopted in 2007 and revised in 2013 but now will part of the Personnel Manual for the township as required by the State Auditor's Office.
- Section 2.** That the Symmes Township Personnel Policy Manual shall be adjusted to reflect the change adopted herein per Attachment A.
- Section 3.** 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 4.** This Resolution shall take effect and be enforced from and after the earliest period allowed by law.
- Section 5.** Finds and determines that all formal actions 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 committee that resulted in such formal actions were taken in meetings open to the public, incompliance with all legal requirements, including (without limitation) Ohio Revised Code §121.22, except as otherwise permitted thereby.

ADOPTED SEPTEMBER 7, 2021 – RESOLUTION G2021-73

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

BOARD OF TRUSTEES:

Kenneth N. Bryant, President

Jodie L. Leis, Vice-President

Philip J. Beck, Trustee

ATTEST:

Joseph C. Grossi, Fiscal Officer

APPROVED AS TO FORM:

Jeff Forbes, Law Director