

RESOLUTION G2021-62

**RESOLUTION AUTHORIZING THE FISCAL OFFICER TO HIRE A RECORDS
RETENTION ASSISTANT PURSUANT TO SECTION 507.021 OF THE OHIO
REVISED CODE**

WHEREAS, the Township's Fiscal Officer wishes to hire a part-time intermittent employee to help with the inventory of old records necessary to update a Records Retention program;

WHEREAS, Section 507.021 of the Ohio Revised Code allows the Fiscal Officer to hire and appoint one or more persons as the Fiscal Officer finds necessary to provide assistance to the township fiscal officer and shall serve at the pleasure of the Township Fiscal Officer; and

WHEREAS, the Township Fiscal Officer may set the compensation of those persons subject to the prior approval of the Board of Township Trustees; and

WHEREAS, the compensation of a Record Retention Assistant appointed under this Section shall be included in the estimate of contemplated expenditures for the Township Fiscal Officer's Office that is submitted to the Board of Township Trustees for approval as provided in Section 5705.28 of the Revised Code; and

WHEREAS, the Fiscal Officer is recommending to the Board of Trustees of Symmes Township, Hamilton County, Ohio, that he be allowed to hire a Records Retention Assistant at a rate as indicated in Section 2; and

WHEREAS, the Board of Township Trustees acknowledges that the Fiscal Officer has the right to hire his own employees and set the rate for positions and agree that the position is needed to help the Fiscal Officer perform his duties as stipulated in Section 507 of the Ohio Revised Code.

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

Section 1. The Fiscal Officer is hereby authorized to hire Megan Lapensee as a Records Retention Assistant to the Fiscal Officer.

Section 2. The starting hourly rate for this new part time intermittent employee will be Fifteen Dollars (\$15.00) per hour and will not include any benefits.

Section 3. 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 4. 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 5. This Resolution shall take effect and be enforced from and after the earliest period allowed by law.

ADOPTED SEPTEMBER 7, 2021 – RESOLUTION G2021-62

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

BOARD OF TRUSTEES:

Kenneth N. Bryant, President

Jodie L. Leis, Trustee

Philip J. Beck, Trustee

ATTEST:

Joseph C. Grossi, Fiscal Officer

APPROVED AS TO FORM:

Jeff Forbes, Law Director