

RESOLUTION NO. 144-2018

Administrative Department Appoint J. Boyer to Full-Time

Cuyahoga County, Ohio

Be it Resolved by the Township Trustees of Olmsted Township, that

WHEREAS, it has been determined that a need currently exists to increase the hours of the part-time Administrative Assistance assisting the Olmsted Township Administrative Department to full time status.

WHEREAS, the Administrative Assistance position benefits and conditions of employment will be governed by the Olmsted Township Employee Policy and Procedure Manual.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Olmsted Township, State of Ohio, that:

SECTION 1: The recommendation of the Board of Trustees and the Township Administrator, Rebecca Corrigan to increase the hours of Mrs. Julie Boyer as a part time employee to a full-time employee are hereby accepted as submitted.

SECTION 2: The above-referenced appointment shall commence August 27, 2018 at a compensation rate of \$17.00 per hour. This position will be entitled to 2 weeks of vacation during the first full year of employment and the second year of employment will follow the Township Policy Manual. Holiday leave will commence on August 27, 2018 and medical benefits will begin September 1, 2018.

SECTION 3: The terms described in this resolution constitute the terms of employment and shall not be construed as a contract.

BE IT FURTHER RESOLVED; that it is hereby found and determined that all formal actions of this Board of Township Trustees concerning and 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 a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted the 22nd day of August, 2018

Attest: Brianne [Signature]
Township Fiscal Officer

[Signature]
[Signature]
[Signature]
Township Trustees