

RESOLUTION NO. 032-2019

Building Department Appoint P. Ruscsak 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 Zoning Inspector assisting the Olmsted Township Building Department to full time status as Office Coordinator due to the reassignment of Full-Time Permit Tech/Office Coordinator H. Serrano.

WHEREAS, the Office Coordinator 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 Building Official, David Faciana, to increase the hours of Patricia Ruscsak as a part time employee Zoning Inspector to full-time status Office Coordinator are hereby accepted as submitted.

SECTION 2: The above-referenced appointment shall commence February 25, 2019 at a compensation rate of \$17.50 per hour. This position will be entitled to one week 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 February 25, 2019. Heathcare benefits will commence on March 1, 2019.

SECTION 3: An increase rate of \$.50 per hour will immediately take place once the above-referenced appointment receives certification as Permit Tech.

SECTION 4: 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 27th day of February, 2019

Attest: Brian W. Pottel
Township Fiscal Officer

[Signature]
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Jessica M. Green
Township Trustees