

**CITY OF SOUTH LEBANON, OHIO
ORDINANCE NO. 2025-02**

**AN ORDINANCE APPOINTING JENNIFER M. O'BRIEN TO THE POSITION OF
CLERK OF COUNCIL, ESTABLISHING COMPENSATION, AND DESIGNATING
COMPENSATION, AND DECLARING AN EMERGENCY**

WHEREAS, Section 3.09 of the City Charter confers the authority to appoint a Clerk of Council to the City Council; and,

WHEREAS, per Ordinance No. 2024-25, the City Council created the position of Executive Assistant/Clerk of Council with said position including the duties of the Clerk of Council as outlined in Section 3.09 of the City Charter; and;

WHEREAS, the City Administrator has advertised for the position and, after a thorough review of her qualifications, is recommending, with the concurrence of the Mayor that the Council appoint Jennifer M. O'Brien to the Clerk of Council position; and,

WHEREAS, immediate action is required to fill this position and appoint a Clerk of Council as soon as possible, and such action is necessary in order to preserve the public peace, health, safety or welfare of the City.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of South Lebanon, at least two-thirds of all members elected thereto concurring:

Section 1. That Jennifer M. O'Brien is hereby appointed to the position of Clerk of Council for the City of South Lebanon.

Section 2. That the compensation for said position shall be \$250 per month.

Section 3. The recitals contained in the Whereas clauses set forth above are incorporated by reference herein.

Section 4. All formal actions of the City Council regarding this Ordinance were adopted in an open meeting of City Council in compliance with all legal requirements, including, but not limited to, Section 121.22 of the Ohio Revised Code.

Section 5. This Ordinance is hereby declared to be an emergency measure in accordance with Section 731.30 of the Ohio Revised Code for the immediate preservation of the public peace, health, safety, and general welfare; and this Ordinance shall be in full force and effective immediately upon its passage.

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Adopted this 16th day of January, 2025.

Linda S. Burke
Linda S. Burke, Mayor

Attest: Petrina D. Williams
Petrina D. Williams, Director of Finance/Clerk

Rules Suspended:	<u>1/16/25</u>	(if applicable)
First Reading:	<u>-</u>	
Second Reading:	<u>-</u>	
Vote:	<u>6</u> Yeas	
	<u> </u> Nays	
Effective Date:	<u>1/16/25</u>	

Prepared by and approved as to form:

Andrew P. Meier 1/16/2025
Andrew P. Meier
Law Director
City of South Lebanon, Ohio