

VILLAGE OF SOUTH LEBANON, OHIO  
RESOLUTION NO. 2016- 4

A RESOLUTION CREATING A TEMPORARY POSITION IN THE UTILITY DEPARTMENT AND ESTABLISHING COMPENSATION

WHEREAS, Ann Herald, Utilities Clerk, submitted a notice to the Village of her intent to retire effective January 30, 2016; and,

WHEREAS, the Village has advertised for the forthcoming vacant position of Utility Clerk and the Village Administrator is reviewing the submitted applications; and

WHEREAS, it is the Village Council's desire that Ann Herald, incumbent Utility Clerk, provide training to the selected applicant prior to her January 30, 2016, retirement date; and,

WHEREAS, it is necessary to create a temporary position and establish compensation prior to the effective date of the Utility Clerk vacancy; and,

WHEREAS, immediate action is required to ensure the continuity of trained personnel in the Village Utility Department in order to preserve the public peace, health, or safety of the Village.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of South Lebanon:

Section 1. That a temporary position in the Utilities Department is hereby created through January 30, 2016 until the Utility Clerk position is officially vacant.

Section 2. That compensation pay range for said position shall be equal to Utility Clerk position (Pay Grade 4) as set forth in the Village of South Lebanon Compensation Plan, as attached hereto and made a part hereof.

Section 3. That the Council is acting in its administrative capacity in accordance with Ohio Rev. Code § 733.48.

Section 4. That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.

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

**Section 6.** That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of Council in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted this 7th day of January, 2016.

Attest: Sharon Louallen James D. Smith  
Sharon Louallen, Fiscal Officer/Clerk James D. Smith, Mayor

Rules Suspended: 1/7/2016 (if applicable)	Effective Date - 1/7/2016
Vote - <u>5</u> Yeas ___ Nays	
First Reading - / /2016	Effective Date - / /2016
Second Reading - / /2016	
Third Reading - / /2016	
Vote - ___ Yeas ___ Nays	

Prepared by and approved as to form:

PAUL R. REVELSON  
VILLAGE SOLICITOR  
SOUTH LEBANON, OHIO

By: [Signature]  
Date: 1/7/2016

VILLAGE OF SOUTH LEBANON  
Compensation Plan

Pay Grades and Wages				
Pay Grade		Minimum	Midpoint	Maximum
1	Hourly	11.93	14.02	16.11
2	Hourly	13.08	15.37	17.66
3	Hourly	13.41	15.76	18.10
4	Hourly	14.36	16.87	19.39
5	Hourly	20.54	24.13	27.73
6	Hourly	22.09	25.96	29.82
7	Hourly	27.26	32.03	36.80

**VILLAGE OF SOUTH LEBANON**  
**Compensation Plan**

<b>Pay Grade Assignments</b>		
<b>Pay Grade</b>	<b>Points</b>	<b>Position</b>
1	249	Laborer I/II Seasonal Employees
2	250-349	Laborer III
3	350-399	Skilled Maintenance
4	400-499	Water Specialist Tax Commission Utility Clerk
5	500-599	Superintendent
6	600-799	Fiscal Officer
7	800+	Village Administrator