

VILLAGE OF SOUTH LEBANON, OHIO
RESOLUTION NO. 2017- 12

A RESOLUTION CREATING PERMANENT POSITIONS IN THE TAX DEPARTMENT AND ESTABLISHING COMPENSATION, AND DECLARING AN EMERGENCY

WHEREAS, due to an expanding workload within the Village Tax Department, the Village requires additional part-time tax assistants in the tax department; and,

WHEREAS, it is necessary to create permanent positions and establish compensation prior to the incoming tax return filings for 2016 and future years; and,

WHEREAS, immediate action is required to ensure the continuity of trained personnel in the Village Tax 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, Ohio, at least two-thirds of all members elected hereto concurring:

Section 1. That two (2) permanent part-time positions in the Tax Department are hereby created.

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

Section 3. The Village Administrator shall advertise for the forthcoming part-time position of Tax Assistant, review applications, and select qualified applicants subject to the Mayor's approval pursuant to Ohio Revised Code § 735.273.

Section 4. That the Council is acting in its administrative capacity in accordance with Ohio Rev. Code § 733.48.

Section 5. That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.

Section 6. 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 7. 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 26 day of January, 2017.

Attest: Nicole Armstrong
Nicole Armstrong, Fiscal Officer

James D. Smith
James D. Smith, Mayor

Rules Suspended: <u>1 RJ</u> 2017 (if applicable)	Effective Date - <u>1 RJ</u> 2017
Vote - <u>6</u> Yeas ___ Nays	
First Reading - / /2017	Effective Date - / /2017
Second Reading - / /2017	
Third Reading - / /2017	
Vote - ___ Yeas ___ Nays	

Prepared by and approved as to form:

PAUL R. REVELSON
VILLAGE SOLICITOR
SOUTH LEBANON, OHIO

By: [Signature]
Date: 1/26/2017

CERTIFICATE OF POSTING
I, Nicole Armstrong, Fiscal Officer of the Village of South Lebanon, Ohio do hereby certify I posted a true and accurate copy of this ordinance or resolution, summary of ordinance or resolution, or statement, order, proclamation, notice or report, at five public places within the Village as authorized by Section 731.25 of the Ohio Revised Code and Ordinance 98-08 of Village of South Lebanon, Ohio.

1/27/17 Nicole Armstrong
Date Fiscal Officer
Village of South Lebanon, Ohio

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