

RESOLUTION NO. 70 - 18
CITY OF CENTERVILLE, OHIO

SPONSORED BY COUNCILMEMBER Jeanne Rau ON
THE 19th DAY OF November, 2018.

**A RESOLUTION ESTABLISHING THE POSITION OF ASSISTANT
TO THE CLERK OF COUNCIL, SPECIFYING THE DUTIES
THEREFORE AND APPOINTING TERESA DAVIS TO SAID
POSITION.**

WHEREAS, there is a need for a person to assist the Clerk of Council in the performance of the Clerk's duties and to act in the absence of the Clerk; and

WHEREAS, Teresa Davis has been hired by the City to perform clerical duties in the office of the Clerk of Council; and

WHEREAS, the Council hereby determines that it would be appropriate to designate Teresa Davis as Assistant to the Clerk of Council, to specify her duties in that position and to authorize the Assistant to the Clerk of Council to act in the absence of the Clerk of Council;

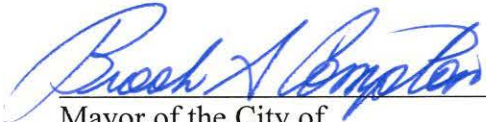
NOW THEREFORE

THE MUNICIPALITY OF CENTERVILLE HEREBY RESOLVES:

Section 1. There is hereby created the office of Assistant to the Clerk of Council. The Assistant to the Clerk of Council shall report to and be supervised by the Clerk of Council with such duties as are assigned at any time and from time to time by the Clerk of Council. The Assistant to the Clerk of Council is hereby authorized to perform the duties of the Clerk of Council as specified in §4.09 of the Centerville Charter in the absence or disability of the Clerk of Council.

Section 2. Teresa Davis is hereby designated to serve as Assistant to the Clerk of Council at the pleasure of this Council.

PASSED THIS 19th DAY OF November, 2018.



Mayor of the City of
Centerville, Ohio

ATTEST:



Clerk of Council
City of Centerville, Ohio

CERTIFICATE

The undersigned, Clerk of Council of the City of Centerville, Ohio hereby certifies the foregoing to be a true and correct copy of Resolution No. 70-18, passed by the Council of the City of Centerville, Ohio on the 19th day of November, 2018.


Clerk of the Council

Approved as to form, consistency
with existing ordinances, the
charter & constitutional provisions.

Department of Law
Scott Liberman
Municipal Attorney