

69-99

CITY OF CENTERVILLE, OHIO

SPONSORED BY COUNCILMEMBER J.R. Stone ON
THE 20th DAY OF December, 1999.

A RESOLUTION ESTABLISHING THE POSITION OF ASSISTANT TO THE
CLERK OF COUNCIL, SPECIFYING THE DUTIES THEREFORE AND
APPOINTING DEBRA JAMES 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, Debra James 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 Debra James 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;

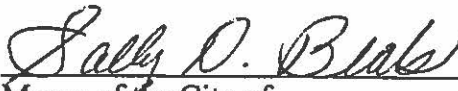
NOW THEREFORE

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.

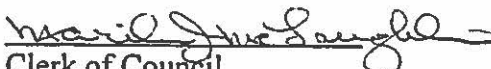
Section 2. Debra James is hereby designated to serve as Assistant to the Clerk
of Council at the pleasure of this Council.

PASSED THIS 20th DAY OF December, 1999.



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. 69-99, passed by the Council of the City of Centerville, Ohio on the 20th day of December, 1999.


Clerk of the Council

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

Department of Law
Robert N. Farquhar
Municipal Attorney