

BOARD OF TRUSTEES
JERSEY TOWNSHIP, LICKING COUNTY, OHIO

RESOLUTION No. 25-04-07-04

RESOLUTION TO EMPLOY LAURA BROWN
AS A FULL-TIME ADMINISTRATIVE ASSISTANT

The Board of Trustees of Jersey Township, Licking County, Ohio met in a regular meeting on April 7, 2025 at 1481 Mink Street, Pataskala, Ohio 43062, with the following members present:

Dan Wetzel, Chairman

Ben Pieper, Trustee

Trustee Wetzel moved the following:

WHEREAS, on March 4, 2024, the Board of Trustees (the "Board") hired Laura Brown as a part-time Administrative Assistant; and

WHEREAS, as a part of the hiring, the Board authorized an Employment Offer specifying the terms of employment; and

WHEREAS, the Board desires to amend the Employment Offer to reflect an employment status change to full-time status with related compensation amendments.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF JERSEY TOWNSHIP, LICKING COUNTY, OHIO, THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:

Section 1. The Board authorizes the Administrator to extend an offer of employment status change to Laura Brown as a full-time Administrative Assistant at an updated hourly rate of compensation of \$31.00 per hour and as attached hereto as Exhibit A.

Section 2. The Fiscal Officer and/or Administrator are authorized and directed to execute any and all employment documents, as appropriate to effectuate the status change.

Section 3. It is found and determined that all formal actions of this Board concerning and pertaining to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations of the Board, and any of its committees, that resulted in such formal action were in meetings open to the public, in accordance with all legal requirements including Ohio Revised Code §121.22.

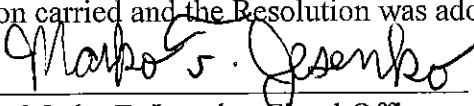
Section 4. This Resolution shall take effect at the earliest time provided by law.

Trustee Pieper seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:
YEAS: Pieper; Wetzel

NAYS:

The motion carried and the Resolution was adopted.

Attest:

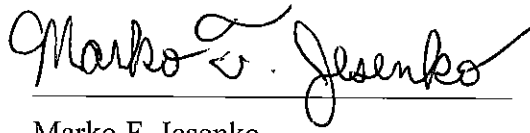

Marko F. Jesenko, Fiscal Officer

BOARD OF TRUSTEES
JERSEY TOWNSHIP, LICKING COUNTY, OHIO

CERTIFICATE

State of Ohio, Licking County

I, the undersigned Fiscal Officer of Jersey Township, Licking County, Ohio, hereby certify that the foregoing Resolution Number 25-04-07-04 is a true and complete copy of the Resolution adopted by a majority of the full membership of the Board of Trustees of Jersey Township at its regular meeting held on April 7, 2025 as was recorded in the official proceedings of the Board.

A handwritten signature in black ink, reading "Marko F. Jesenko", written over a horizontal line.

Marko F. Jesenko

Jersey Township Fiscal Officer