

RESOLUTION NO. 2021 - 20

A RESOLUTION APPOINTING PAULA BURGIN TO THE POSITION OF ASSISTANT CLERK AND TAX ADMINISTRATOR AND DECLARING AN EMERGENCY

WHEREAS, by Ordinance No. 2017-3, Council did establish the position of Assistant Clerk as authorized by Section 5.05 of the Charter of the Village of Golf Manor; and

WHEREAS, Chapter 152 of the Code of Ordinances of Golf Manor recognizes the position of Tax Administrator, whose power and authority are outlined in Chapter 152.1 of the Code of Ordinances; and

WHEREAS, with the recent retirement of Anna Gedeon, Council does desire to appoint Paula Burgin to assume the role of Assistant Clerk of Council and Tax Administrator.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Golf Manor, Hamilton County, Ohio, that:


SECTION I. Effective July 1, 2021, Paula Burgin is hereby appointed as Assistant Clerk of Council to enable her to execute and/or attest to documentation in the absence of the appointed Clerk of Council.

SECTION II. Effective July 1, 2021, Paula Burgin is hereby appointed Tax Administrator with all powers and authority of the Tax Administrator as detailed in Chapter 151 and Chapter 152.1 of the Codified Ordinances of the Village of Golf Manor.

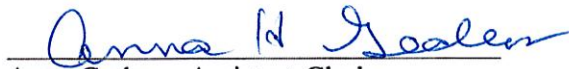
SECTION III. Paula Burgin is hereby designated as the representative of Village Council and the Mayor to complete appropriate records training for and on their behalf in addition to whatever training the Council Members and Mayor may complete on their own.

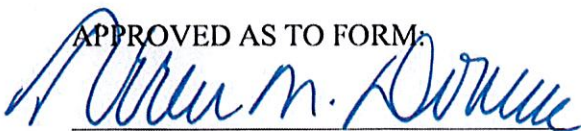
SECTION IV. To provide for the orderly transition in the office of the Clerk of Council and Tax Administrator, this Resolution is hereby declared to be an emergency measure necessary for the public health, safety and welfare, and shall therefore take effect immediately upon passage.

PASSED this 14 day of June, 2021.


Mayor Stefan C. Densmore
Vice Mayor Matthew Baettcher

ATTEST:


Anna Gedeon, Assistant Clerk

APPROVED AS TO FORM:

Terrence M. Donnellon, Solicitor