



RESOLUTION #24-01-022

A RESOLUTION ELIMINATING THE POSITION OF ADMINISTRATIVE ASSISTANT TO THE FIRE CHIEF

WHEREAS, resolution #20-12-093 established the position of Administrative Assistant to the Fire Chief to perform such duties as payroll, grant reporting, budgeting, medical billing and ordering; **AND**

WHEREAS, the Fiscal Officer has agreed to assist the Fire Chief with said duties; **AND**

WHEREAS, Bethel Township no longer has a need for a separate Administrative Assistant to the Fire Chief position; **AND**

WHEREAS, the current Interim Fire Chief agrees the position is no longer needed, providing the Fiscal Officer assists. **THEREFORE**

BE IT RESOLVED, by the Board of Trustees of Bethel Township, Miami County, that the Board of Trustees eliminates the position of Administrative Assistant to the Fire Chief.

Motion to adopt by Trustee Dick; Seconded by Trustee vanHaaren

Vote: Trustee Kama Dick	<u>YES</u>	<u></u>
Trustee Julie Reese	<u>YES</u>	<u></u>
Trustee Beth vanHaaren	<u>YES</u>	<u></u>

CERTIFICATE OF RECORDING OFFICER

I, Rhonda Ross, do hereby certify that the foregoing is a true and correct copy of **RESOLUTION #24-01-022** adopted by the Board of Trustees of Bethel Township, Miami County on the 9TH DAY OF JANUARY, 2024, and that I am duly authorized to execute this certificate.



Rhonda Ross, Fiscal Officer
Bethel Township, Miami County