



RESOLUTION #24-06-058

A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO PAY MIKE ARNOLD FOR HIS ACCRUED VACATION AND SICK LEAVE TIME

The Bethel Township Board of Trustees met in Regular session on June 4th, 2024 at the offices of the Bethel Township Trustees with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren

Trustee VANHAAREN moved for the adoption of the following resolution:

WHEREAS, Mike Arnold resigned effective May 5, 2024 and the Bethel Township Trustees are very appreciative that Mr. Arnold, since the start of his employment, has focused on the needs of the Township and not used a substantial portion of his earned vacation and sick leave; AND

WHEREAS, the Personnel Policy and Procedures manual in Article XI Employee Retirement, paragraphs 11.1.2 and 11.1.3, clearly states the pay-out criteria for employees eligible for retirement, but in Article XII Employee Resignation, lists no pay-out criteria for accrued vacation time and states in paragraph 12.2 "Generally, the cashing out of sick leave is only available in cases of retirement from public service."; AND

WHEREAS, Prior to 2024, Mr. Arnold was consistently credited in duplicate for earned vacation and sick leave which required a detailed review and resulted in corrections to accrued hours and duplicated stipend payments; AND

WHEREAS, Mr. Arnold was hired on March 4, 2004 and has served the Township for a period of more than ten (10) continuous years which is one of the criteria for pay-out when retiring; AND

WHEREAS, historically, pay-out for accrued vacation and sick leave time has been inconsistent for past employee resignations or separations from service. THEREFORE

BE IT RESOLVED, by the Board of Trustees of Bethel Township, Miami County, that it hereby authorizes the pay-out of 120.86 accrued vacation hours and 272.17 accrued sick leave hours, less two duplicate Captain stipends paid, for a total of nine thousand eight hundred thirty-four dollars and three cents (\$9,834.03); AND

BE IT FURTHER RESOLVED that the Board directs the Township Administrator or his/her designee to review and make recommendations to revise the Personnel Policy and Procedures Manual to clearly state pay-out criteria for all employees.

Trustee DICK seconded the motion and the Board voted as follows upon roll call:

Vote: Trustee Kama Dick	<u>Y</u>	<u>Kama Dick</u>
Trustee Julie Reese	<u>Y</u>	<u>Julie Reese</u>
Trustee Beth vanHaaren	<u>Y</u>	<u>Beth van Haaren</u>

CERTIFICATE OF RECORDING OFFICER

I, Rhonda Ross, do hereby certify that the foregoing is a true and correct copy of RESOLUTION #24-06-058 adopted by the Board of Trustees of Bethel Township, Miami County on the 4TH DAY OF JUNE, 2024, and that I am duly authorized to execute this certificate.

Rhonda Ross
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio