

RESOLUTION NO. 21 - \_\_\_\_\_

A Resolution Making Changes To Two Positions That Are Currently In The County Clerk’s Office.

WHEREAS there are currently two assistants positions in the County Clerk’s office, an Accounts Payable Specialist, which is held by Ms. Amy Louis, and a Payroll & Benefits Specialist, which is held by Ms.Tami Hendrickson, and

WHEREAS, as part of the transition to the County administrative form of government, the Temporary County Administrator Transition Committee has proposed to the Finance and Personnel Committee which in turn is proposing to the County Board several changes to these positions, including that they report to the County Administrator rather than the County Clerk, and

WHEREAS the Finance and Personnel Committee has carefully considered the proposed changes to these two positions and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the following changes to the two positions currently in the County Clerk’s office are hereby approved:

- 1. The Accounts Payable Specialist position, which is held by Ms. Amy Louis, is transferred from the County Clerk’s office to the County Administrator’s office, with the pay grade for Ms. Louis remaining at Step 4, Grade G in the County’s Pay Plan (\$19.85 per hour) and the amended job description for this position which is on file in the County Clerk’s office and which is accessible on the County’s website is hereby approved;
- 2. The Payroll & Benefit Specialist position, which is held by Ms. Tami Hendrickson, is hereby transferred from the County Clerk’s office to the County Administrator’s office with the pay grade for Ms. Hendrickson remaining at Step 4, Grade H in the County’s Pay Plan (\$21.62 per hour) and the amended job description which is on file in the County Clerk’s office and which accessible on the County’s website is hereby approved, and

BE IT FURTHER RESOLVED that this Resolution shall be effective on February 1, 2021.

VOTE ON FOREGOING RESOLUTION

AYES \_\_\_\_\_NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

COUNTY CLERK

DATED \_\_\_\_\_

RESOLUTION OFFERED BY THE FINANCE AND PERSONNEL COMMITTEE

FOR AGAINST

Shaun Murphy-Lopez	X
Marc Couey	X
Marty Brewer	X
Linda Gentes	X
Melissa Luck	X
Donald Seep	X
David Turk	X