



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.02.16.01**

IN RE: Reclassification of Administrative Staff
Courtney Shuttleworth

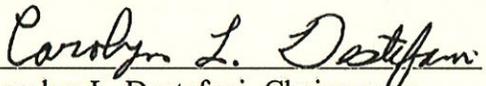
WHEREAS, the continuing need exists to maintain proper staffing within the Sugar Creek Township Administration Department; and,

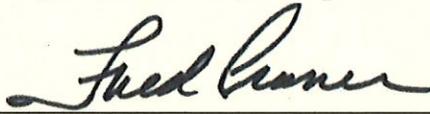
WHEREAS, Township Administrator Barry P. Tiffany is requesting the reclassification of Courtney Shuttleworth from part-time Receptionist to Full-time Receptionist; and,

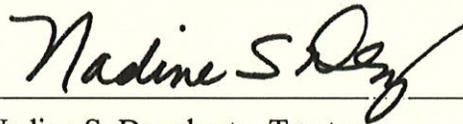
WHEREAS, Mr. Barry P. Tiffany states the 2021 Budget has sufficient funds allocated for this reclassification.

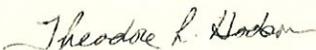
NOW THEREFORE, BE IT RESOLVED that Ms. Shuttleworth shall be reclassified to the position of Full-time at the pay rate of \$17.58 per hour payable on a bi-weekly basis.

BE IT FURTHER RESOLVED this reclassification shall have an effective date of February 1, 2021, and is subject to a one (1) year probationary period ending February 1, 2022.


Carolyn L. Destefani, Chairperson


Fred Cramer, Vice-Chairperson


Nadine S. Daugherty, Trustee


Theodore L. Hodson, Fiscal Officer