

Ordinance No. 00-4

AN ORDINANCE ESTABLISHING A POSITION
OF EXECUTIVE ASSISTANCE IN THE OFFICE OF THE CITY CLERK

WHEREAS, the Lebanon City Clerk has recommended to the Common Council of the City of Lebanon, Indiana, that a new position be created in the Clerk's Office at an established base pay; and,

WHEREAS, the Lebanon City Clerk pursuant to statute, has the authority to create, hire and employ any deputies and/or assistants necessary in order to discharge the duties of the office of the Clerk; and,

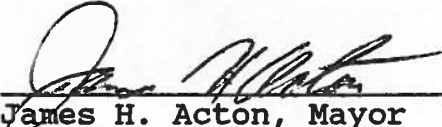
WHEREAS, it will be necessary to transfer budgeted funds in order to pay an Executive Assistant; and,

WHEREAS, the Common Council has determined that such action is necessary and in the best interest of the proper functioning of the office of the City Clerk.

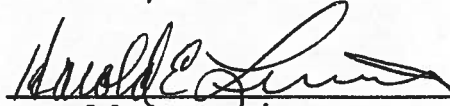
NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF LEBANON, INDIANA as follows:

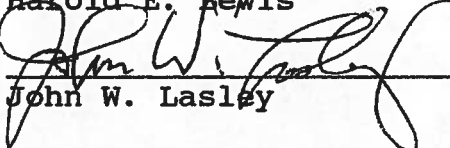
1. There is established within the office of the City Clerk a position to be titled Executive Assistant.
2. There is retained in the office of the City Clerk the existing position of Administrative Assistant.
3. The salary of the Executive Assistant shall be the sum of Twenty-Three Thousand Dollars (\$23,000.00) ^{PER ANNUM} ~~per annum~~ ^{Effective 1-1-2000.}
4. In order to cover the salary increase created by the establishment of a new position, the Clerk is hereby authorized to transfer approximately Thirty-Eight Hundred Dollars (\$3,800.00) from the miscellaneous equipment fund in the Clerk-Treasurer's budget, as otherwise authorized by law.
5. This ordinance shall take effect on and after its passage and any publication required by law.

ALL OF WHICH IS CONSIDERED AND PASSED by the Common Council
of the City of Lebanon, Indiana, on this 27th day of
March, 2000.

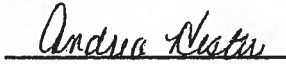

James H. Acton, Mayor

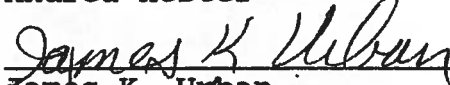
COMMON COUNCIL OF THE CITY OF
LEBANON, INDIANA



Harold E. Lewis


John W. Lasley

Carl J. Rady, Sr.


Andrea Hester


James K. Urban


Kay Geisler


Emmadell Sturgis



Attest: _____
Laurie A. Gross
Clerk/Treasurer