

**RESOLUTION NO.:** 2019-R36  
**SPONSOR:** MAYOR NEUGEBAUER  
**INTRODUCED:** MAY 14, 2019

**ASSIGNED TO:** RULES & PERSONNEL

**A RESOLUTION ESTABLISHING A PAY RANGE FOR TEMPORARY STUDENT INTERNSHIPS AND CO-OPS, AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Green wishes to provide high-caliber students with practical training opportunities within the public sector; and

WHEREAS, College and University Programs encourage students from a variety of disciplines to complete a work-based project or assignment(s) while applying the knowledge and skills developed through their studies; and

WHEREAS, the City, from time to time, has a short-term scope of work that can be worked on or completed most effectively by a college student, or perhaps even a high school student; and

WHEREAS, an internship placement on a short-term and part-time basis is mutually beneficial to both the student and the City; and

WHEREAS, the City wishes to define the pay range and other guidelines for appropriately placing students.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GREEN, COUNTY OF SUMMIT AND STATE OF OHIO, THAT:**

**SECTION ONE:**

City of Green Department Heads may initiate the process by submitting a staffing requisition to Human Resource along with an outline of the internship job content, targeted degree programs, and incoming competencies desired. Departments may seek student interns independently, as referrals from Human Resources, or through College/University placement services.

**SECTION TWO:**

Internships are intended to be short-term learning experiences that relate directly to the City's need and the student's course of study. Interns will be paid via the City payroll, and the required OPERS contributions will be made. Otherwise, there are no benefits associated with the student intern position and students will be paid for only the hours worked. Student interns cannot begin employment without final approval from the Human Resource Department.

Department Heads will ensure that students work no more than a 29-hour work week or less on average in any 12-month period. Work hours will also be monitored by payroll reports provided to the Human Resource Manager.

**SECTION THREE:**

Green City Council approves the following pay range for College and University Internships:

**Student Internship, Higher Education Pay Range:**

Minimum	Midpoint	Maximum	Maximum Eng. Co-Op	Masters Level Max.
\$12.50 / Hour	\$14.50 / Hour	\$16.50 / Hour	\$16.75 / Hour	\$17.50 / Hour

**Student Internship, High School Education Pay Range:**

Minimum	Midpoint	Maximum
\$8.55	\$10.03	\$11.50

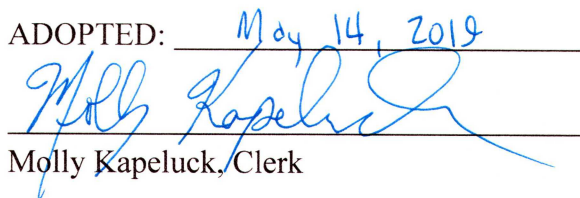
The above range includes all technical and liberal arts fields of study. Examples applicable to the City are Engineering, Finance, Planning, GIS, IT, Recreation, Law, Fire Science, Safety, Communications, Human Resources, Business Administration, etc. The internship rate of pay within this range will be based on the student's major course of study, academic years completed, and years of Co-Op or Intern experience with the City of Green.

**SECTION FOUR:**

The City of Green finds and determines that all formal actions of this Council concerning and relating to the adoption of this Resolution were taken in an open meeting of this Council and any deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with all legal requirements.

**SECTION FIVE:**

Green City Council declares this to be an emergency immediately necessary for the preservation of the public peace, health, safety and welfare of the citizens of Green and so that temporary student internships and Co-Ops can be hired as soon as possible. Provided that this legislation receives the affirmative vote of three-fourths of the members elected or appointed to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force at the earliest time allowed by law.

ADOPTED: May 14, 2019  
  
Molly Kapeluck, Clerk

  
Bob Young, Council President

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APPROVED: May 14, 2019

Gerard M. Neugebauer  
Gerard M. Neugebauer, Mayor

COPIED	FIN	LAW	PLAN	ENG
MAY	<u>FIN</u>	PARK	ZONE	<u>HR</u>
SVCE	FIRE			

ENACTED EFFECTIVE: MAY 14, 2019

ON ROLL CALL: Babbitt -AYE Dyer -AYE Humphrey -AYE Shaughnessy -AYE  
Speight -AYE Yeargin -AYE Young -AYE Adopted 7-0

Suburbanite publication on MAY 17 and MAY 24, 2019

Molly Kapeluck  
Molly Kapeluck, Clerk

05/09/2019 Approved as to form and content by William Chris, Interim Law Director

William Chris