

# CITY OF GROVEPORT

## REPORT TO MAYOR AND COUNCIL

February 17, 2015

### ADMINISTRATION – *Marsha Hall*

- Legislation

Creation of College Intern Position – this is a program initiated by MORPC for a 12 hour per week, 10 week intern program. Initially during the time MORPC was considering the position it was set up for the intern to receive a stipend of approximately \$1,000. In the final form, the intern will actually be a part-time seasonal employee.

Specifics of the program include:

- MORPC will oversee the program
- Intern applicants will come from Central Ohio area colleges and university career centers
- We will have final selection of the applicant
- Program will begin June 1; end date August 15
- Minimum qualifications include 30 hours of course work, 2.5 GPA, interest in public service careers, enrolled in a college within 15 counties of MORPC's area of interest
- Compensation is to be at least \$8.10 per hour (which equates to \$972. for the entire period
- Includes an evaluation process

Areas of interest include City Engineer (sidewalk inventory), Chief Building Official (assist with records, etc.), and Law Director/Clerk of Council (records retention, interaction with police department).

Amending the Pay Scale – adds the College Intern position as a Grade 1 part-time position; adds part-time Receptionist as Grade 1 (we have had this position for several years, position was inadvertently left off the Pay Scale).

- Executive Session

Please consider going into executive session at the end of the meeting to discuss personnel issues.

### Meetings Attended:

Feb. 12           Mtg. at New Albany re. Workforce Transportation Program  
Feb. 16           Mtg. re. Schottenstein development

### Upcoming Meetings:

Feb. 18           SEFC Chamber meeting  
Feb. 19           Mtg. re. Toy Rd issues  
Feb. 26           Mtg. at SWACO re trash contract  
Feb. 27           Ohio Municipal League board meeting