

**Standard Workday Resolution**

**Resolution # 21-2019**

**Standard Work Day Resolution**

On a motion offered by Councilman Smith and seconded by Councilman Tomazin, the Town Board approved and accepted the following resolution:

Based on the work records submitted to the Town Supervisor, the standard work day is established for the following Town of Newark Valley employees:

Charles Meade - Highway Superintendent	8 hours (Based on 21.67 days)
Mark Keith - Foreman	8 hours (Based on 21.67 days)
Velvet Lyke - Bookkeeper	6 hours (Based on 9.11 days)

These positions are part time salaried and these hours are worked on an as needed basis to fulfill each position's requirements. The hours stated are an average per day per 5 day work week based on the logs submitted.



New York State and Local Retirement System  
 Employees' Retirement System  
 Police and Fire Retirement System  
 110 State Street, Albany, New York 12244-0001

**for Elected and Appointed Officials**

**RS 2417-A**  
(Rev. 8/15)

BE IT RESOLVED, that the Town of Newark Valley / 30694 (Location Code) hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy - mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>								
Highway Superintendent	8 Hrs.	Charles Meade	9255	12875613	<input checked="" type="checkbox"/>	1/1/18 - 12/31/21	21.67 days	<input type="checkbox"/>
<b>Appointed Officials</b>								
Foreman	8 Hrs.	Mark Keith	9573	38542437	<input type="checkbox"/>	1/1/19 - 12/31/19	21/67 days	<input type="checkbox"/>
Bookkeeper	6 Hrs.	Velvet Lyke	5520	62370671	<input type="checkbox"/>	1/1/19-12/31/19	9.11 days	<input type="checkbox"/>

**SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE**

I, Elizabeth Olmstead (Name of secretary or clerk), secretary/clerk of the governing board of the Town of Newark Valley (Name of Employer) of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 5<sup>th</sup> day of February, 2019 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Newark Valley (Name of Employer) on this 6<sup>th</sup> day of February, 2019. Elizabeth Olmstead (Signature of the secretary or clerk)

Affidavit of Posting: I, Elizabeth Olmstead - Secretary (Name of secretary or clerk), being duly sworn, deposes and says that the posting of the Resolution began on 2-5-2019 (Date) and continued for at least 30 days. That the Resolution was available to the public on the  Employer's website at www.townofnewarkvalley.com  Official sign board at \_\_\_\_\_  Main entrance secretary or clerk's office at 109 Whig Street, Newark Valley, NY



Councilman Dalton - AYE

Councilman Cheresnowski - AYE

Councilman Tomazin, Jr. - AYE

Supervisor Yetter, Jr. - AYE

**Motion Carried**

Barbara S. Mock  
Newark Valley Town Clerk  
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Newark Valley, NY 13811  
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