

**TOWN OF GREENVILLE  
RESOLUTION ESTABLISHING STANDARD WORKDAY FOR  
ELECTED AND APPOINTED OFFICIALS**

BE IT RESOLVED, that the Town Board of the Town of Greenville hereby establishes the following as a standard workday for elected and appointed officials who do not participate in the employer time keeping system and will report days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of this body:

**ELECTED OFFICIALS 6 HOUR STANDARD WORK DAY**

The following are newly elected/re-elected officials who are participating in the NYSLRS but do not participate in the employer's time keeping system:

Highway Superintendent	Michael Dudley	1/1/2022 – 12/31/2023
Town Clerk-Collector	Jessica K. Lewis	1/1/2022 – 12/31/2023
Councilman	Travis Richards	1/1/2022 – 12/31/2025

**APPOINTED OFFICIALS 6 HOUR STANDARD WORK DAY**

The following employees participate in the NYSLRS but do not participate in the employer's time keeping system:

Code Enforcement Officer	Mark Overbaugh	1/1/2022 – 12/31/2022
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RESOLUTION MOTION MADE BY COUNCILPERSON Bear,  
SECONDED BY COUNCILPERSON Bensen.

ROLL CALL:

	<u>AYE</u>	<u>NAY</u>	<u>ABSENT/OTHER</u>
Supervisor Macko	✓		
Councilperson Bensen	✓		
Councilperson Richards	✓		
Councilperson Rauf	✓		
Councilperson Bear	✓		

CARRIED.

Jessica K. Lewis  
Jessica K. Lewis, Town Clerk  
DATED: June 20, 2022

Received Date

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

**RS 2417-A**

(Rev.11/19)

Employer Location Code

3 0 5 5 0

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

BE IT RESOLVED, that the Town of Greenville / 30550 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
<b>Elected Officials:</b>									
Jessica K. Lewis			Clerk-Collector	1/1/2022-12/31/2023	6	23.86	<input type="checkbox"/>	bi-weekly	<input type="checkbox"/>
Travis Richards			Town Councilman	1/1/2022-12/31/2025	6	0.64	<input type="checkbox"/>	quarterly	<input type="checkbox"/>
Michael Dudley			Highway Superintendent	1/1/2022-12/31/2023	6	28.83	<input type="checkbox"/>	bi-weekly	<input type="checkbox"/>
<b>Appointed Officials:</b>									
Mark Overbaugh			Code Enforcement Officer	1/1/2022-12/31/2022	6	16.89	<input type="checkbox"/>	monthly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Jessica K. Lewis, secretary/clerk of the governing board of the Town of Greenville, of the State of New York,  
(Name of Secretary or Clerk) (Circle one) (Name of Employer)

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 20 day of June, 2022 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 Greenville on this 20 day of June, 2022,  
(Name of Employer)

Jessica K. Lewis  
(Signature of Secretary or Clerk)

Affidavit of Posting: I, Jessica K. Lewis being duly sworn, deposes and says that the posting of the Resolution began on 06/21/2022 and continued for at least 30 days. That the Resolution was available to the public on the:  
(Date)

- Employer's website at: www.townofgreenillyen.com
- Official sign board at: Town Hall 11159 State Rt 32 Greenville, NY 12083
- Main entrance Secretary or Clerk's office at: Town Clerk's Office Entrance at Town Hall

