

RESOLUTION NO. 109

DATED: APRIL 18, 2018

**ESTABLISHING STANDARD WORKDAY AND REPORTING
ELECTED AND APPOINTED OFFICIALS
EXEMPT FROM THE TIME AND ATTENDANCE SYSTEM**

RESOLVED, the Batavia Town Board hereby establishes the following as a standard workday for elected and appointed officials exempt from the time and attendance system and will report the following 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 Town Clerk and Secretary to the Supervisor;

Title	Name	Elected & Appointed Officials					Record of Activities	Tier 1 (Check only if member is in Tier 1)	Not submitted (Check box if no record of activities completed or timekeeping system)
		Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (hrs/day)	Current Term Begins/Ends	Participates in Employer's Time Keeping System			
Town Clerk	Teressa M. Morasco	████	██████	8 hours	01/01/2018-12/31/2021	N	27.98		
Councilman	Daniel G. Underhill	████	██████	6 hours	01/01/2018-12/31/2021	N	21.74		
Councilwoman	Patti Michalak	████	██████	6 hours	01/01/2018-12/31/2021	N	22.22		

and be it further

RESOLVED, the Town Clerk is hereby directed, as required by Section 315.4 (c), to post said resolution on the Town's website and the sign board located in the Town Hall; and be it further

RESOLVED, the Town Clerk is hereby directed to file a certified copy of the resolution and an affidavit of posting with the Office of the State Comptroller's.

Offered by: Councilwoman Michalak
Second by: Deputy Supervisor Underhill
Ayes: Michalak, Underhill, Zambito, White, Post
APPROVED by unanimous vote (5-0)