Town of Yates Organizational and Regular Board Meeting
8 S. Main St. Lyndonville, NY 14098
January 12, 2023, 7:00PM

AGENDA

PLEDGE OF ALLEGIANCE

SUPERVISOR REMARKS

CORRESPONDENCE

PRIVILEGE OF THE FLOOR ON AGENDA ITEMS ONLY

RESOLUTION NO. 01-1/23
RESOLUTION TO ACCEPT THE MINUTES OF THE DECEMBER 27, 2022 YEAR END MEETING

RESOLUTION NO. 02-1/23
RESOLUTION TO NAME OFFICIAL DEPOSITORY

RESOLUTION NO. 03-1/23
RESOLUTION TO NAME OFFICIAL NEWSPAPER

RESOLUTION NO. 04-1/23
RESOLUTION TO MAKE APPOINTMENTS BY THE TOWN BOARD

RESOLUTION NO. 05-1/23
RESOLUTION TO ACCEPT APPOINTMENTS BY DEPARTMENT HEADS

RESOLUTION NO. 06-1/23
RESOLUTION TO ALLOW SPECIFIC PERSONS TO ACT AS AUTHORIZED OFFICERS TO DO BANKING

RESOLUTION NO. 07-1/23
RESOLUTION TO ADOPT OFFICE HOURS

RESOLUTION NO. 08-1/23
RESOLUTION TO NAME TIMEKEEPER FOR ALL PERSONNEL

RESOLUTION NO. 09-1/23
RESOLUTION TO SET PETTY CASH FUNDS

RESOLUTION NO. 10-1/23
RESOLUTION TO SET MILEAGE ALLOWANCE

RESOLUTION NO. 11-1/23
RESOLUTION TO SET MEETING DATES AND TIMES

RESOLUTION NO. 12-1/23
RESOLUTION TO ALLOW SUPERVISOR TO PREPAY VOUCHERS

RESOLUTION NO. 13-1/23
RESOLUTION TO SET WORK PERIOD AND PAY DAYS

RESOLUTION NO. 14-1/23
RESOLUTION TO SET SALARIES, WAGES AND COMPENSATION, EFFECTIVE JANUARY 1, 2023

RESOLUTION NO. 15-1/23
RESOLUTION TO ALLOW SUPERINTENDENT OF HIGHWAYS TO USE TOWN EQUIPMENT AND PERSONNEL IN EMERGENCY

RESOLUTION NO. 16-1/23
RESOLUTION TO SET TOWN HOLIDAYS

RESOLUTION NO. 17-1/23
RESOLUTION TO ALLOW HIGHWAY SUPERINTENDENT TO EXPEND HIGHWAY MONEYS AS REQUESTED

RESOLUTION NO. 18-1/23
RESOLUTION TO ALLOW HIGHWAY SUPERINTENDENT TO MAKE PURCHASES NOT ONLY FROM STATE BIDS BUT ALSO FROM OTHER COUNTIES AND MUNICIPALITIES

RESOLUTION NO. 19-1/23
RESOLUTION TO ALLOW TOWN OF YATES PERSONNEL TO ATTEND CONFERENCES, TRAINING AND CERTIFICATION SESSIONS

RESOLUTION NO. 20-1/23
RESOLUTION TO AUTHORIZE THE SUPERVISOR TO SIGN AGREEMENT FOR LEGAL SERVICES WITH WSM ELDER LAW, P.C.

RESOLUTION NO. 21-1/23
RESOLUTION TO COMPENSATE DEPUTY HIGHWAY SUPERINTENDENT FOR TIME WORKED

RESOLUTION NO. 22 -1/23
RESOLUTION TO SET CODE ENFORCEMENT TIME AND PAY AND AUTHORIZE SIGNATURES

RESOLUTION NO. 23-1/23
RESOLUTION TO ACCEPT FINAL REPORT FOR THE COURT CLERK

RESOLUTION NO. 24-1/23
RESOLUTION TO APPOINT TOWN ENGINEER

RESOLUTION NO. 25-1/23
RESOLUTION TO AUTHORIZE WATER SHUT-OFF

RESOLUTION NO. 26-1/23
RESOLUTION ADOPTING RETIREMENT RESOLUTIONS FOR STANDARD WORK DAY REPORTING RS 2417 A&B and STANDARD WORK DAY RESOLUTION FOR EMPLOYEES RS 2418 FROM THE OFFICE OF THE NEW YORK STATE COMPTROLLER NEW YORK STATE AND LOCAL RETIREMENT SYSTEM

RESOLUTION NO. 27-1/23
STANDARD WORK DAY RESOLUTION

RESOLUTION NO. 28-1/23
RESOLUTION AUTHORIZING SUPERVISOR TO SIGN CONTRACT WITH COP SECURITY FOR TOWN COURT SECURITY

RESOLUTION NO. 29-1/23
RESOLUTION AUTHORIZING EXPENDITURE FOR BIODIGESTER FEASIBILITY STUDY

RESOLUTION NO. 30-1/23
RESOLUTION APPROVING THE TOWN OF YATES 5-YEAR FISCAL PLAN

RESOLUTION NO. 31-1/23
RESOLUTION TO PAY BILLS
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PRIVILEGE OF THE FLOOR

REPORT OF TOWN OFFICERS

ADJOURNMENT

Office of the New York State Comptroller

NYSLRS

New York State and Local Retirement System

110 State Street, Albany, New York 12244-0001

Please type or print clearly in blue or black ink

Employer Location Code

3 0 1 0 1

Received Date

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A

(Rev.11/19)

BE IT RESOLVED, that the Town of Yates / 30101 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 of Employer) *(Location Code)*

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
Elected Officials:									
Michele L. Harling	5007	R10819507	Town Clerk	1/1/20-12/31/23	6.00	22.45	☐	Biweekly	☐
Susan Hrovat	0646	R11386598	Councilman	1/1/22-12/31/25	6.00	1.73	☐	Monthly	☐
John Riggi	7079	R12701149	Councilman	1/1/22-1/31/25	6.00	7.56	☐	Monthly	☐
Appointed Officials:									
Stacy Silker	8206	R10600463	Court Clerk	1/1/23-12/31/23	6.00	n/a	☐	Biweekly	☐
Dawn Metty	9154	R10311281	Deputy Town Clerk	1/1/23-12/31/23	6.00	n/a	☐	Biweekly	☐
							☐		☐

I, Michele L. Harling *(Name of Secretary or Clerk)*, secretary/clerk of the governing board of the Town of Yates *(Circle one)* *(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 12 day of January, 20 23 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 Yates *(Name of Employer)* on this 12 day of January, 20 23,

_____ *(Signature of Secretary or Clerk)*.

Affidavit of Posting: I, Michele L. Harling *(Name of Secretary or Clerk)* being duly sworn, deposes and says that the posting of the Resolution began on January 12, 2023 *(Date)* and continued for at least 30 days. That the Resolution was available to the public on the:

- ☑ Employer's website at: townofyates.org
- ☑ Official sign board at: 8 South Main Street, Lyndonville, NY 14098
- ☐ Main entrance Secretary or Clerk's office at: 8 South Main Street, Lyndonville, NY 14098

(seal)

 (for additional rows, attach a RS 2417-B form.)

Office of the New York State Comptroller
NYSLRS
New York State and Local Retirement System
110 State Street, Albany, New York 12244-0001

Please type or print clearly in blue or black ink

Employer Location Code
3 0 1 0 1

Received Date

Standard Work Day Resolution for Employees*

See Instructions for completing form on reverse side

RS 2418
(Rev.12/19)

BE IT RESOLVED, that the Town of Yates, Location code 30101, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Highway Superintendent	8.00
Town Clerk	6.00
Court Clerk	6.00
Town Hall Custodian	6.00
Highway MEO & Laborers	8.00
Code & Zoning Officer	8.00
Councilman	6.00
Deputy Clerk	6.00

On this 12 day of January, 20 23

_____ Date enacted: January 12, 2023
(Signature of Clerk)

I, Michele L. Harling, clerk of the governing board of the Town of Yates,
(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 12 day of January, 2023 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I hereunto
Set my hand and the seal of the

Town of Yates
(Name of Employer)

(seal)

*To be used for all employees. Please list Elected and Appointed Officials on the form Standard Workday and Reporting Resolution for Elected and Appointed Officials (RS2417-A) .

For important information and instructions – See Back Page