

Received Date

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

**RS 2417-A**

(Rev.12/23)

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

Employer Location Code

3 0 2 9 8

BE IT RESOLVED, that the Town of Castile / 30298 hereby established the following standard work days for these titles and will

(Name of Employer) (Location Code)

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>   |                        |           |                          |                                |                   |                             |                                     |               |                          |
|                             |                        |           |                          |                                |                   |                             | <input type="checkbox"/>            |               | <input type="checkbox"/> |
|                             |                        |           |                          |                                |                   |                             | <input type="checkbox"/>            |               | <input type="checkbox"/> |
|                             |                        |           |                          |                                |                   |                             | <input type="checkbox"/>            |               | <input type="checkbox"/> |
| <b>Appointed Officials:</b> |                        |           |                          |                                |                   |                             |                                     |               |                          |
| Vickie Koch                 | 0253                   | 10564026  | Town Clerk/Tax Collector |                                | 6.00              | 20.00                       | <input type="checkbox"/>            | bi-wkly       | <input type="checkbox"/> |
| Tina Rados                  | 6224                   | 11115941  | Assessor                 |                                | 6.00              | 6.68                        | <input type="checkbox"/>            | bi-wkly       | <input type="checkbox"/> |
| Devon Kelly                 | 8297                   | 12759054  | Town Attorney            |                                | 6.00              |                             | <input checked="" type="checkbox"/> | bi-wkly       | <input type="checkbox"/> |

I, Vickie Koch, secretary/clerk of the governing board of the Town of Castile, 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 13<sup>th</sup> day of March, 2025 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 Castile on this 13<sup>th</sup> day of March, 2025,

Vickie Koch  
(Signature of Secretary or Clerk)

**Affidavit of Posting:** I, Vickie Koch being duly sworn, deposes and says that the posting of the Resolution began on

3/18/25 and continued for at least 30 days. That the Resolution was available to the public on the:

Employer's website at: Castileny.com

Official sign board at: \_\_\_\_\_

\_\_\_\_\_



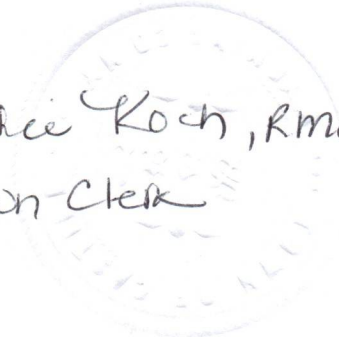




Dated: March 13, 2025

I, Vickie Koch, Clerk of the Town Board of the Town of  
Castile of the State of New York, certify that the full Town 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.

Vickie Koch, RMC  
Town Clerk



BE IT RESOLVED, that the Town of Castile Board be and hereby establishes the following as a **standard work** day for employees for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

Town Supervisor

Six hour standard work day

Town Board

Six hour standard work day

Public Works Maintenance Supervisor

Eight hour standard work day

Electrical Pipe Maintenance Worker

Eight hour standard work day

Highway Superintendent

Eight hour standard work day

Deputy Highway Superintendent

Eight hour standard work day

MEO (Machine Equipment Operator)

Eight hour standard work day

Laborer Part Time

Six hour standard work day

Seasonal Laborer

Six hour standard work day

Town Clerk

Six hour standard work day

Registrar of Vital Statistics

Six hour standard work day

Deputy Town Clerk

Six hour standard work day

Tax Collector

Six hour standard work day

Town Justice

Six hour standard work day

Justice Clerk

Six hour standard work day

Assessor

Six hour standard work day

Assessor Clerk

Six hour standard work day

Zoning Officer

Six hour standard work day

Zoning Officer Secretary

Six hour standard work day

Historian

Six hour standard work day

Town Attorney

Six hour standard work day

Cleaner

Six hour standard work day