

Resolution #4



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

# Standard Work Day Resolution for Employees\* RS 2418 (Rev. 7/11)

BE IT RESOLVED, that the Town of Norfolk, Location code 30568, 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)
Clerk's	6
Bookkeeper	6
Secretary	6
Police	6
Custodian	6
Laborers	8
Dog Control Officer	6
Code Enforcement Officer	6

On this 8<sup>th</sup> day of FEBRUARY, 2017

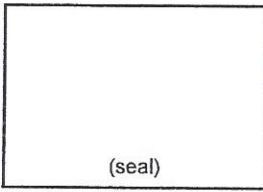
Kathy M. Emfaw Date enacted: 02/08/2017  
(Signature of clerk)

I, KATHY M. EMFAW, clerk of the governing board of the Town of Norfolk,  
(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 8<sup>th</sup> day of FEBRUARY, 2017 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 4 of such members were present at such meeting and that 4 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto  
Set my hand and the seal of the  
Town of Norfolk  
\_\_\_\_\_  
(Name of Employer)



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

See Instructions for Completing Form on Back



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

RS 2417-A  
(Rev. 8/15)

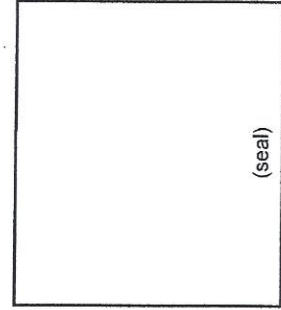
BE IT RESOLVED, that the Town of Norfolk / 30568 hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

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>								
Town Clerk	6	Kathy Emlaw	4068	39389812	<input type="checkbox"/>	1/1/14-12/31/17	22.61	<input type="checkbox"/>
<b>Appointed Officials</b>								
Assessor	6	Michael Ward	0375	39804471	<input type="checkbox"/>	8/10/15-9/31/19		<input checked="" type="checkbox"/>

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

I, Kathy M. Emlaw, secretary/clerk of the governing board of the Town of Norfolk, 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 8th day of February, 2017 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 Norfolk on this 8th day of February, 2017.



Affidavit of Posting: I, Kathy M. Emlaw, being duly sworn, deposes and says that the posting of the Resolution began on February 17, 2017 and continued for at least 30 days. That the Resolution was available to the public on the February 17, 2017.

- Employer's website at norfolkny.com
- Official sign board at \_\_\_\_\_
- Main entrance secretary or clerk's office at \_\_\_\_\_