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| Received Date |
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Standard Work Day Resolution for Employees*

Please type or print clearly
in blue or black ink

Employer Location Code

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| 3 | 0 | 4 | 9 | 7 |
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See Instructions for completing form on reverse side

RS 2418

(Rev.05/22)

BE IT RESOLVED, that the Town of Homer, Location code 30497, 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) |
|--------------------|-----------------------------|
| Town Councilmember | 6.00 |
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On this _____ day of October, 2024

_____, Date enacted: October 9, 2024

(Signature of Clerk)

I, Heather M. Hill, clerk of the governing board of the Town of Homer

(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 _____ day of October, 2024 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 Homer

(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

DISCUSSION FOR COMBINED PLANNING & TOWN BOARD MEETING

Supervisor Forbes stated that April 19th the Town Board and Planning Board will hold a joint meeting to hear public comments concerning billboards. There will be no public hearing until the Town Board can review their Comprehensive Plan.

NYSLRS STANDARD WORKDAY RESOLUTION-TOWN EMPLOYEES

Town Clerk Hill updated the Town Board that The Office of the New York State Comptroller requires form *RS 2418* called a *Standard Work Day Resolution for Employees* to be submitted to the state for employees enrolled in the New York State and Local Retirement System.

The following standard workday for Town of Homer employees working six hours are as follows: Assessor, Deputy Assessor, Assessor Clerk, Code Enforcement Officer, Deputy Code Enforcement Officer, Court Clerk, Dog Control Officer, Historian, Town Councilmember, Town Justice, and Town Supervisor.

The following standard workday for Town of Homer employees working seven hours are as follows: Town Clerk and Deputy Town Clerk.

The following standard workday for Town of Homer employees working eight hours is as follows: Highway Superintendent.

On motion by Deputy Supervisor Park, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: To accept the *Standard Work Day Resolution for Employees RS 2418* form as written and to send it to the Office of the New York State Comptroller for Town of Homer employees enrolled in New York State Retirement System.**

COURT AUDIT REMINDER

Deputy Supervisor Park requested Councilmember Williams to assist him in auditing the Homer Town Court books in June or July of 2023.

TOWN HALL BALCONY STAIRS & FIRST FLOOR

Supervisor Forbes stated they had hourly rates submitted from East River Contracting and Heath Construction & Renovation for renovations at the Town Hall's balcony stairwell, balcony railing, and floor in front of the balcony stairwell. The town stated the cap for the project is \$3,000.00, as stated in the Procurement Policy. The Town Board had requested a third quote but has not received it. The Town Board accepted East River Contracting's lowest hourly rate submission.

On motion by Councilmember Williams, seconded by Deputy Supervisor Park, and carried unanimously: **RESOLVED: To authorize Brett Stevens, owner of East River Contracting, at the hourly rate of \$42.00 to fix the balcony stairs, railing, and floor up to \$3,000.00.**

BUDGET ADJUSTMENTS

Supervisor Forbes stated that the necessary budget adjustment is due to the State Comptroller's audit findings. Deputy Supervisor Park is now unable to receive compensation for serving on the Town Board because of the state's opinion of a conflict of interest. Therefore, it is necessary for the Town Board to generate a budget adjustment.

On motion by Supervisor Forbes, seconded by Councilmember Warren, and carried unanimously: **RESOLVED: To adjust the budget by moving \$2,412.00 from the account of Town Board Personal Services (A1010.1) and \$185.00 from the account of Social Security (A9030.8), in the total amount of \$2,597.00, to the Town Clerk Equipment account (A1410.2).**