

Received Date

Standard Work Day and
Reporting Resolution for
Elected and Appointed Officials

Employer Location Code

3 0 0 8 6

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A

(Rev.11/19)

BE IT RESOLVED, that the TOWN OF PALMYRA

/ 30086

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	NYS LRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
IRENE UNTERBORN			TOWN CLERK	07/01/2024-12/31/2027	7	23.00	☐	BI-WEEKLY	☐
MICHAEL BOESEL			HIGHWAY SUPERINTENDENT	07/01/2024-12/31/2027	7	29.96	☐	BI-WEEKLY	☐
Appointed Officials:									
PATRICK SHERIDAN			CODE ENFORCEMENT OFFICER	07/01/2025-12/31/2025	7	21.00	☐	BI-WEEKLY	☐
PETRA ANDERSON			BOOKKEEPER	07/01/2025-12/31/2025	7	21.00	☐	BI-WEEKLY	☐
PAULA RUTHVEN			ASSESSOR	07/01/2025-12/31/2025	6	14.78	☐	BI-WEEKLY	☐

I, IRENE UNTERBORN, TOWN CLERK, secretary/clerk of the governing board of the TOWN OF PALMYRA, 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 26th day of June, 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 PALMYRA on this 31st day of July, 2025

(Signature of Secretary or Clerk)
[Signature]
Affidavit of Posting: I, IRENE UNTERBORN

27th June 2025 (Date) (Name of Secretary or Clerk)
and continued for at least 30 days. That the Resolution was available to the public on the:
being duly sworn, deposes and says that the posting of the Resolution began on

Employer's website at: WWW.PALMYRANY.COM

Official sign board at: VILLAGE HALL, 144 E MAIN ST, PALMYRA NY 14522

Main entrance Secretary or Clerk's office at: TOWN HALL, 1180 CANANDAIGUA RD, PALMYRA NY 14522



**Please type or print clearly
in blue or black ink**

3086

(Rev.04/20)

Standard Work Day and Reporting Resolution for Elected and Appointed Officials Continuation Form

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