

**Establishing And Reporting The Standard Work Day For An Appointed Official**

Referred to: The Ways and Means Committee (Chairman Gavaris and Legislators Collins, Hansut, Kovacs, Nolan, Roberts, and Uchitelle)

Chairman of the Ways and Means Committee, John Gavaris, and Deputy Chair Kevin A. Roberts offer the following:

WHEREAS, the New York State Comptroller is authorized by Sections 34 and 334 of the Retirement and Social Security Law to adopt rules and regulations for reporting the service and salary information for all employees of participating employers in the New York State and Local Employees' Retirement System ("Retirement System"); and

WHEREAS, Ulster County is a participating employer in the Retirement System; and

WHEREAS, the New York State Comptroller has promulgated Regulation 315.4 which imposes certain reporting requirements for elected and appointed officials of participating employers, and requires the governing board of each participating employer to adopt a resolution establishing a standard work day for each elected or appointed official; and

WHEREAS, among the requirements for employers are a more detailed description of a Standard Work Day along with a Legislative resolution establishing and reporting such Standard Work Day, public posting of the Resolution, and submission of the Resolution to the New York State Retirement System; and

WHEREAS, pursuant to Regulation 315.4, in the event that elected or appointed officials do not participate in an employer's time keeping system, they are required to keep a record of activities (ROA) for a three month period and submit it to the clerk of the governing board within 180 days of taking office; and

WHEREAS, the appointed official listed in this resolution has kept a record of his actual time (ROA) worked in his current position for the required ninety days; now, therefore, be it

RESOLVED, that the Ulster County Legislature hereby establishes the following as the Standard Work Day for this official who is not covered by a collective bargaining agreement, and will report the following days worked to the New York State and Local Employees' Retirement System based on the established time keeping system or the record of activities (ROA) maintained and submitted to the Clerk of the Legislature:

**Resolution No. 262      May 20, 2025**

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E or A	Title	Last	First	Standard Day	Term	Participates in Time Keeping System	Days per month	Log Summitted Mark only if NO
E	Legislator	Collins	Jeffery	6	1/1/2024- 12/31/2025	no	10.42	

E= Elected  
A= Appointed

and, be it further

RESOLVED, the Clerk of the Ulster County Legislature shall post a copy of this Resolution on the County's website or official sign-board of the County for a period of not less than 30 days; and, be it further

RESOLVED, the Clerk of the Ulster County Legislature shall file a certified copy of this resolution along with an affidavit of posting with the Office of the New York State Comptroller within 45 days of the adoption of this Resolution,

and moves its adoption.

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

Passed Committee: Ways and Means on

FINANCIAL IMPACT:  
NONE