

RESOLUTION 1-25

RESOLUTION TO APPROVE THE TOWN OF SHELBY 2025 APPOINTMENTS AND SALARIES

- To authorize and delegate to the Town Supervisor powers and duties of day-to-day administration and supervision of all town and special district facilities and employees, consistent with and in furtherance of any and all state and federal laws applicable thereto, and with any and all collective bargaining agreements, local laws, resolutions, or policies heretofore or hereafter adopted by this Town Board.
- The Lake Country Media be named as the official newspaper of the Town of Shelby.
- The Tompkins Bank be named as the official depository for the Town of Shelby.
- The Town of Shelby will participate in the Joint Youth Commission.
- To appoint Councilman Seitz as Deputy Supervisor.
- To appoint Cassandra Boring Confidential Secretary to the Supervisor
- To appoint Dan Wolfe as Zoning Code Enforcement Officer.
- To appoint Bill Bacon as acting Highway Supt. in the absence of Highway Supt. Dale Root.
- To appoint Debbie Taylor as Fire Warden.
- To appoint Dave Moden as Fire Inspector.
- To set regular monthly board meetings for the second Tuesday of each month at 6:00 PM or immediately following any public hearing.
- The Town Payroll System will be direct deposit only.
- That the Highway Supt., Highway MEO's, Town Clerk, and hourly clerks, and secretary be paid bi-weekly.
- That the monthly and semi-annual payroll be paid with the second bi-weekly payroll of the month.

- Authorizing Deputy Supervisor Steve Seitz, the Town Clerk, Darlene Rich and Deputy Clerk Pam Henry to sign in Supervisor's absence.
- To set the town mileage rate for use of private vehicle on town business and the Town per diem rate equivalent to the Federal General Services Administration Rate.
- To appoint Councilmen Seitz as Department Coordinator to the Highway Superintendent.
- To appoint Councilman Zelazny as Department Coordinator to the Town Court Judges.
- To appoint Supervisor Wengewicz as Department Coordinator to the Town Clerk.
- That Councilwoman Limina serve on the Senior Citizen's Advisory Board
- That Councilman Schiffer serves as a liaison to the Village of Medina.
- That Deputy Supervisor serve as liaison to the Orleans County Legislature.
- That Councilwoman Limina serve on the Joint Youth Commission.
- That Councilwoman Schiffer serve on the Ambulance Committee.
- That the Town of Shelby appoint Don Lonnen, Dale Root and Councilman Zelazny to serve as the Advisory Committee for all Shelby cemeteries.
- To appoint Dale Root as Cemetery Administrator of Mt. Pleasant Cemetery
- To appoint Don Lonnen as Cemetery Administrator of Millville Cemetery.
- To appoint Shane Sia as Town Historian.
- That Town of Shelby sponsor the Senior Citizens of Western Orleans Inc.
- To appoint Christopher J. Woodruff as Water Supt.
- To appoint Darlene Rich, Pam Henry and Councilman Zelazny to serve on the Records Advisory Board.
- To appoint Pam Henry as Fair Housing Officer
- To appoint Pam Henry as Deputy Town Clerk.
- To appoint Darlene Rich as Tax Collector.
- To appoint Pam Henry as Deputy Tax Collector.
- To appoint Darlene Rich as Registrar of Vital Statistics.
- To appoint Pam Henry as Deputy Registrar of Vital Statistics.

- To appoint Claude Grimes, James Conway as part-time Town Court Constables.
- To appoint Kirk Myhill as Planning Board Chairman.
- To appoint Craig Lacy as Zoning Board Chairman.
- To appoint Darlene Rich as Records Management Officer.
- To appoint Pam Henry as Records Management Clerk.