

RESOLUTION

Payroll Policy and Procedure

At a meeting of the Town Board of the Town of New Paltz, Ulster County, New York, held at the Town Courthouse, 23 Plattekill Ave., in New Paltz, New York, in said Town on the 19th day of April , 2018, at _____ o'clock P.M., prevailing time.

The meeting was called to order by Supervisor Bettez, and upon roll being called, the following roll was taken:

	<u>PRESENT</u>	<u>ABSENT</u>
Supervisor Neil Bettez	_____	_____
Council Member Daniel Torres	_____	_____
Council Member David Brownstein	_____	_____
Council Member Marty Irwin	_____	_____
Council Member Julie Seyfert-Lillis	_____	_____

The following resolution was offered by Council Member _____ who moved its adoption, seconded by Council Member _____, to wit:

WHEREAS, the migration of payroll back to an in-house system is in process, and

WHEREAS, the newly upgraded software allows tailoring of the Town’s payroll needs to the specifics of its various contracts detail, and

WHEREAS, in order to properly enter the data to meet all of those needs, detailed daily time sheet entries need to be made,

NOW, THEREFORE, BE IT RESOLVED that the Town of New Paltz adopt this Resolution to implement a daily standard time sheet for all employees to fill out and submit, which will satisfy the software and audit requirements.

<u>VOTE</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
Supervisor Neil Bettez	_____	_____	_____
Council Member Daniel Torres	_____	_____	_____
Council Member David Brownstein	_____	_____	_____
Council Member Marty Irwin	_____	_____	_____
Council Member Julie Seyfert-Lillis	_____	_____	_____

The resolution was thereupon duly adopted.