



Please type or print clearly  
in blue or black ink

Employer Location Code

3 0 5 9 5

Received Date

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A

(Rev.12/23)

BE IT RESOLVED, that the Town of Jerusalem / 30595 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
David Grace	XXXX	RXXXX	Justice	12/12/2025	12/31/2026	2.07	<input type="checkbox"/>	monthly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Sheila McMichael, secretary/clerk of the governing board of the Town of Jerusalem, of the State of New York,

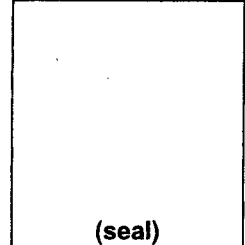
do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 20th day of May, 2026 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Jerusalem on this 3rd day of June, 2026,

Sheila McMichael  
(Signature of Secretary or Clerk)

Affidavit of Posting: I, Sheila McMichael being duly sworn, deposes and says that the posting of the Resolution began on 5/29/2026 and continued for at least 30 days. That the Resolution was available to the public on the:

- Employer's website at: www.jerusalem-ny.gov
- Official sign board at: 3816 Italy Hill Road, Branchport NY
- Main entrance Secretary or Clerk's office at: \_\_\_\_\_



Received Date

**Standard Work Day and  
 Reporting Resolution for  
 Elected and Appointed Officials**

Employer Location Code

3 0 5 9 5

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

**RS 2417-A**

(Rev.12/23)

BE IT RESOLVED, that the Town of Jerusalem / 30595 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
Terry Kwiecinski	7649	R13080146	Assessor	10/1/2025-9/30/2031	8		<input checked="" type="checkbox"/>	biweekly	<input type="checkbox"/>
Joseph Matthews	9514	R13243260	Water/Sewer Supervisor	1/1/2026-12/31/2026	8		<input checked="" type="checkbox"/>	biweekly	<input type="checkbox"/>
Jamie A. Sisson	6784	R10735622	Highway Superintendent	1/1/2026-12/31/2026	8	24	<input type="checkbox"/>	biweekly	<input type="checkbox"/>

I, Sheila McMichael, secretary/clerk of the governing board of the Town of Jerusalem, 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 15th day of April, 2026 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 Jerusalem on this 23rd day of April, 2026,

Sheila McMichael  
 (Signature of Secretary or Clerk)

Affidavit of Posting: I, Sheila McMichael being duly sworn, deposes and says that the posting of the Resolution began on 4/23/2026 and continued for at least 30 days. That the Resolution was available to the public on the:

- Employer's website at: www.jerusalem-ny.gov
- Official sign board at: 3816 Italy Hill Road, Branchport NY
- Main entrance Secretary or Clerk's office at: \_\_\_\_\_

(seal)