

RESOLUTION TO RATIFY THE APPOINTMENT OF AMANDA HUNT TO THE POSITION OF PLANNER IN THE CODES & PLANNING DEPARTMENT

RESOLUTION 26-XX

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The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, due to the resignation of Nathaniel Rogers from his position of Planner, and his subsequent appointment to the position of Director of Planning by Resolution 26-74, there is a vacancy for the position of Planner in the Codes and Planning Department; and

WHEREAS, the interview committee has determined that Amanda Hunt possesses the necessary knowledge and skills to satisfactorily perform the duties of the position; and

WHEREAS, Ruth Groff, Town Supervisor, appointed Amanda Hunt as a Planner in the Codes & Planning Department, effective Monday, August 17, 2026; now, therefore be it

RESOLVED, that the Town Board of the Town of Lansing does hereby ratify the appointment made by the Town Supervisor of Amanda Hunt as Planner as follows:

1. Effective Monday, August 17, 2026, Amanda Hunt is hereby appointed as a Planner, with the same Town perquisites and benefits as are available to all employees of the Town and to such position. This position will be in the non-competitive class under the New York Hiring for Emergency Limited Placement Statewide (NY HELPS) program. At such time as the NY HELPS program concludes, these appointments will convert to a competitive classification;
2. This appointment will be full-time at 40 hours per week;
3. The hiring wage rate is hereby set and approved at \$35.00 per hour, as listed in the Office Staff Job Classification System "Class FF Step 1";
4. The probationary period for this appointment is hereby set at 26 weeks with no further action by the Town Board if there is successful completion of the probationary period as determined by the Town Supervisor;
5. The Town Personnel Officer be and hereby is authorized to make such changes to the Town's employment and civil service rosters and file required civil service forms to place into immediate effect such changes and these resolutions, including by the filing of form MSD 428, if required.