

RESOLUTION UPDATING EMPLOYEE LESLIE COLBERT'S POSITION AND JOB CLASSIFICATIONS TO SECRETARY TO THE HIGHWAY SUPERINTENDENT

RESOLUTION 22-

RESOLUTION UPDATING EMPLOYEE LESLIE COLBERT POSITION AND JOB CLASSIFICATION TO SECRETARY TO THE HIGHWAY SUPERINTENDENT

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

WHEREAS, Leslie Colbert (Cross) was hired as an Information Aide in the Highway Department meets the qualifications for Secretary to the Highway Superintendent; and

WHEREAS, upon due deliberation thereupon, the Town Board of the Town of Lansing has thus

RESOLVED, that effective January 1, 2023, Leslie Colbert be classified as Secretary to the Highway Superintendent, with an hourly wage to be set at \$23.28 per hour.

RESOLVED, that the appropriate Town officer be and hereby is authorized to make such changes to the Towns' employment and civil service rosters, to file the required Civil Service forms to effect such changes per this Resolution, and to file Form 428s, if required.