

**VILLAGE OF BUCHANAN RESOLUTION
APPOINTING A
PART-TIME JUSTICE COURT CLERK**

Introduced by: _____
Seconded by: _____
Dated: _____

WHEREAS, pursuant to Sections 4-400 and 3-301 of the Village Law, the Mayor of the Village of Buchanan is charged with appointing the Justice Court Clerk, subject to the advice and consent of the Justices; and

WHEREAS, Michele Sclafani has resigned as of August 31, 2019, and the Justices have now indicated their consent to the hiring of a new part-time Clerk to assist the Court in processing traffic fines, sending out notices, assisting the Justices while Court is in session, answering phones, data entry, and any and all other clerical duties required by the Justices; and

WHEREAS, the new part-time Clerk's appointment will commence as of September 3, 2019.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor hereby appoints Jennifer Santis as the part-time Clerk to the Village of Buchanan Justice Court at an annual wage of \$11,200 per year.

BE IT FURTHER RESOLVED, that such appointment is subject to all Village hiring policies and procedures.

BE IT FURTHER RESOLVED, that this Mayoral appointment shall be effective through the Board's annual re-organizational meeting in April of 2020.

Upon Roll Call Vote:

Mayor Theresa Knickerbocker _____

Trustee Richard Funchion _____

Trustee Duane Jackson _____

Trustee Cesare Pasquale _____

Trustee Nicolas Zachary _____

Vote: Resolution carried by a vote of to .

STATE OF NEW YORK)
COUNTY OF WESTCHESTER)

I, CYNTHIA KEMPTER, Village Administrator of the Village of Buchanan, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Village Board of the Village of Buchanan at a meeting of said Board held September , 2019.

CYNTHIA KEMPTER, Village Clerk