



**VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES**  
**REGULAR MEETING AGENDA**

<b>MEETING DATE:</b> December 13, 2022
<b>AGENDA ITEM SECTION:</b> Appointments
<b>AGENDA ITEM NO. :</b> 1
<b>AGENDA ITEM:</b>  <b><u>Resolution:</u></b> Consider a resolution to appoint Darlene Manning as Court Clerk
<b>ITEM BACKUP DOCUMENTATION:</b>  1. Draft resolution

**RESOLUTION APPOINTING DARLENE MANNING AS COURT CLERK FOR THE DOBBS  
FERRY VILLAGE COURT**

**WHEREAS**, the position of Court Clerk has been vacant in the Dobbs Ferry Court due to recent retirements; and

**WHEREAS**, Darlene Manning is eligible for a permanent appointment as Court Clerk based on her ranking on the currently established Westchester County Department of Human Resources Civil Service list; and

**WHEREAS**, in accordance with the civil service rules of Westchester County Department of Human Resources such appointment is subject to a probationary period of not less than 12 and not more than 52 weeks

**NOW, THEREFORE, BE IT**

**RESOLVED**, that Darlene Manning be appointed to the position of Court Clerk in the Dobbs Ferry Village Court effective December 13, 2022 at the salary of \$54, 156.95; and be it further

**RESOLVED**, upon this permanent appointment as Court Clerk, Darlene Manning shall be subject to a mandatory probationary period of up to 52 weeks pursuant to Civil Service Rules.