

PUBLIC SAFETY

RESOLUTION NO. 2025193

RE: ESTABLISHING NEW HOURS WITH THE DUTCHESS COUNTY
SHERIFF'S OFFICE CIVIL BUREAU AT THE LAW ENFORCEMENT
CENTER

Legislators FAUST, POLASEK, and GORMAN offer the following and move its adoption:

WHEREAS, the Dutchess County Sheriff desires to change the Civil Bureau hours in an effort to establish consistency of working hours and avoid overtime hours of staff stationed at the front desk at the Law Enforcement Center from Monday through Friday 9:00 a.m. to 5:00 p.m. to 8:00 a.m. to 4:00 p.m., and

WHEREAS, changing the hours of the Civil Bureau to Monday through Friday 8:00 a.m. to 4:00 p.m. will improve workflow within the Civil Bureau as well as provide the general public with time to conduct business in the Civil Bureau prior to typical working hours, and

WHEREAS, the Civil Accreditation Standards of the New York State Sheriff's Association requires that the Civil Bureau maintain business hours consistent with the provisions of New York State County Law Section 206, and

WHEREAS, pursuant to New York State County Law Section 206 (2) and Dutchess County Charter Section C-2.02(j), the Legislature may fix the hours that the civil office of the sheriff shall be kept open for the transaction of business and may fix the number of hours constituting a legal day's work for all classes of County employees and grant to the employing officer or board the power to stagger working hours, now, therefore, be it

RESOLVED, that this County Legislature hereby authorizes and changes the Civil Bureau hours from Monday through Friday 9:00 a.m. to 5:00 p.m. to Monday through Friday 8:00 a.m. to 4:00 p.m.

CA-135-25

TLJ/rjw

G-0224-A

10/7/2025

Fiscal Impact: See Attached

STATE OF NEW YORK

ss:

COUNTY OF DUTCHESS

This is to certify that I, the undersigned Clerk of the Legislature of the County of Dutchess, have compared the foregoing resolution with the original resolution now on file in the office of said clerk, and which was adopted by said Legislature on the 10th day of November 2025, and that the same is a true and correct transcript of said original resolution and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Legislature this 10th day of November 2025.



LEIGH WAGER, CLERK OF THE LEGISLATURE

FISCAL IMPACT STATEMENT

☒ NO FISCAL IMPACT PROJECTED

APPROPRIATION RESOLUTIONS

(To be completed by requesting department)

Total Current Year Cost \$ _____

Total Current Year Revenue \$ _____
and Source

Source of County Funds *(check one)*: ☐ Existing Appropriations, ☐ Contingency,
☐ Transfer of Existing Appropriations, ☐ Additional Appropriations, ☐ Other *(explain)*.

Identify Line Items(s):

Related Expenses: Amount \$ _____

Nature/Reason:

Anticipated Savings to County: _____

Net County Cost (this year): _____
Over Five Years: _____

Additional Comments/Explanation:

In an effort establish consistency of working hours and avoid overtime hours of staff stationed at the front desk at the Law Enforcement Center of the Sheriff's Office, the Sheriff desires to change the Civil Bureau hours from Monday through Friday 9:00a.m. to 5:00 p.m. to Monday through Friday 8:00a.m. to 4:00 p.m.

Changing the hours to Monday through Friday from 8:00a.m. to 4:00 p.m. would improve workflow within the Civil Bureau as well as provide the general public with time to conduct business in the Civil Bureau prior to typical working hours.

Prepared by: Robert Covone

Prepared On: 09/30/25