

**TOWN OF PLATTSBURGH
TOWN BOARD WORKSESSION
MARCH 10, 2008**

During the regularly scheduled work session resolution 08-111 was brought to the table for further discussing and action as noted by the minutes.

MEMBERS:	<u>Present</u>	<u>Absent</u>
Bernard C. Bassett, Supervisor	X	
Martin D. Mannix, Councilperson	X	
Thomas E. Wood, Councilperson	X	
Sheila A. Brockway, Councilperson	X	
Gerard A. Renadette, Councilperson		X
Amy L. Duquette, Town Clerk	X	
James J. Coffey, Town Attorney	X	

RESOLUTION NO.08-111

Account Clerk Typist Ms. Stephanie Mitchell

Motion by:	Sheila A. Brockway	Seconded by:	Thomas E. Wood
Carried by:	Ayes 4	Nays	0

WHEREAS, the Town of Plattsburgh has a vacancy in the position of Account Clerk Typist; and

WHEREAS, the position of Account Clerk Typist was duly posted and interviews were conducted based on a list of qualified candidates received from the Clinton County Personnel Department; and

WHEREAS, interviews for the aforementioned position were held by the Supervisor, Personnel Committee Member Sheila A. Brockway, Diane Miller Sr. Account Clerk and Nikki Martin Senior Account /Clerk Typist; and

WHEREAS, the interview committee had made recommendation as to the selection of the appointee to aforementioned position; now, therefore, it is

RESOLVED, that the Town Board of the Town of Plattsburgh hires Ms. Stephanie Mitchell, as Account Clerk Typist effective as soon as possible at an hourly rate of \$15.31, step one of the 2008 pay scale to commence on her start date of employment, pending approval and has had a probation period of six months from that date and it is further,

RESOLVED, that the Supervisor is hereby authorized to sign all necessary documents for the hiring of Stephanie Mitchell; and it is further

RESOLVED, that a certified copy of this resolution be forwarded to the Clinton County Department of Personnel for Civil Service final approval and filing.

Discussion: Yes

Respectfully Submitted,

Amy Duquette, Town Clerk

