

Draft of December 3, 2018 Argyle Village Board Meeting

Those in attendance: Mayor Jonathan Mackenzie; Trustees Charles Edwards, Cher McCotter, Joanne McDowell, Joseph Lohret; Water Commissioner Garry Robinson; Clerk Joyann Stimpson; Journal Press Reporter Cait Johnston; and Doris Nichols.

Meeting called to order 5:30 P.M.

Clerk informed Board that the Village needed to be compliant with the State with our record keeping

- Board had to adopt the State MU-1
- had to appoint clerk as Records Management Officer
- have to find safe, adequate, and controlled environment for the records
- the Village is eligible for grant money to cover the cost
- Stiles' House is an option
- Clerk to reach out to other municipalities to find out what they are doing for storage

The Clerk informed Board they had until December 31, 2019 to meet requirements for adopting the violence in the workplace policy and could take it with any organization who was doing it.

The Board needs to think of a replacement for Trustee Lohret who is not going to run for re-election and information could possibly go into the Front Porch Forum.

Commissioner Robinson updated his water report

- the water tank is maintaining
- new well has sulfur which will be treated
- brush was cleared from well site

Sewer

- Village would need easements for sewer tanks and lines
- Village is searching for available funding sources

On a motion made by Trustee Lohret; seconded by Trustee McCotter; and carried, the Board made a resolution to adopt the records retention and disposition schedule MU-1 and made the Clerk the Records Management Officer.

On a motion made by Trustee McDowell; seconded by Trustee Lohret; and carried, the Clerk was allowed to pay warrants for month of December.

On a motion made by Trustee McCotter; seconded by Trustee Edwards; and carried, the minutes from the November 5, 2018 Board meeting were accepted as written.

On a motion made by Trustee Lohret; seconded by Trustee McDowell; and carried, the Clerk was allowed to get gifts for tellers at Glens Falls National Bank, Argyle Branch, not to exceed \$15.00 each.