

Town of Alexandria Regular Scheduled Board Meeting
January 16, 2019, 6:00pm

Attendance: Supervisor Brent Sweet, Councilman John Stine, Councilman Ron Thomson, Councilman Mike Fayette, Councilman Jim VanCour, Attorney Bob Slye

Approval of December 19, 2018 minutes: **tabled**

Motion to pay bills by Councilman Mike Fayette, Seconded by Councilman Jim VanCour. Discussion, none. All in favor 5 ayes, zero nays. **Motion passed.**

Public Comment:

Open bids for: heating oil, gasoline, diesel fuel: **Tabled**

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Discussion: Vacation time not used. Amend the wording in “Personnel Policies and Procedures Manual” to “You must use your vacation time by the end of the year. Anything that is not used by December 31st will be lost, it does not carry over to the next year.” The scheduling of vacation time shall require prior approval of the immediate supervisor or if no supervisor, the approval of the Town Board.

Motion to approve the amended vacation time policy by Councilman John Stine, Seconded by Councilman Ron Thomson. Discussion, none. All in favor 5 ayes, zero nays, **motion passed**.

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Discussion: Targeted Audit Status with Crowley & Hallorhan

Discussion: Route 12 Sewer #2 expansion district progress with Rob Company

Discussion: Redwood Sewer Committee minutes posted on website

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Sewer report: given

Rink report: workshop scheduled

Town Clerk report:

Town Youth Program:

Highway Superintendent report:

Zoning officer report:

Water operator report:

Court records audit status: given

Motion by Councilman Jim VanCour to move the spare generator at the Town Office/Municipal Building to the Highway Barn, Seconded by Councilman Ron Thomson. Discussion, none. All in favor 5 ayes, zero nays. **Motion passed.**

Motion to appoint Supervisor Brent Sweet and a second position (flexible on Councilman who attends) to the Alexandria, Orleans and Clayton Joint Sewer Committee made by Councilman John Stine, **Seconded** by Councilman Jim VanCour. Discussion, none. All in favor 5 ayes, zero nays. **Motion passed.**

Amend Time Clock Policy to read:

Change personnel policy from: Town Recreation Facility (Arena) employees to read (All Non-Union hourly Town employees) (delete Arena in rest of Section A).

Change "Superintendent of Public Works" to read Supervisor or Town Board Liaison to the department.

Change "Superintendent" to Supervisor or Town Board liaison to the department.

Motion to approve changed to Time Clock Personnel Policy made by Councilman Mike Fayette, **Seconded** by Councilman Jim VanCour. Discussion, none. All in favor 5 ayes, zero nays. **Motion passed.**

Change Personnel Policy Section 1, Subdivision A "health insurance benefits will not be offered to employees during the probationary period or any extension there of" to read "Full time employees will be offered health insurance ninety (90) days from date of hire.

Motion made by Councilman Ron Thomson to approve amendments, **Seconded** by Councilman Mike Fayette. Discussion, none. All in favor 5 ayes, zero nays. All in favor 5 ayes, zero nays. **Motion passed.**

Board meeting adjourned.

Minutes taken by Town Clerk Jessy Hudon

Minutes "shortened" by Deputy Town Clerk Cheri L. Van Brocklin

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