

Regular Meeting of the Common Council of the City of
Plattsburgh, New York, held December 17, 1943.

PRESENT: Aldermen Holland, O'Connell, Gioiosa, Demary,
Behan and Tyrell.

ABSENT: Mayor Bouyea, Alderman Holland presiding as Acting
Mayor.

By Alderman Holland ; seconded by Alderman Behan

LOCAL LAW NO. 9 OF 1943

ENTITLED AN ACT creating the position of telephone switch-
board operator and clerk in the Municipal Lighting Department of the
City of Plattsburgh, New York, prescribing the duties of such position
and providing for the classification and compensation thereof.

BE IT ENACTED by the Common Council of the City of Plattsburgh,
New York, as follows:

SECTION 1. Creation and Classification. There shall be in the
Municipal Lighting Department of the City of Plattsburgh, New York, a
telephone switchboard operator and clerk which shall be classified in
the Municipal Civil Service of the City of Plattsburgh, New York, in
accordance with the following schedule:

<u>Class Title.</u>	<u>Jurisdictional Title.</u>
Telephone Switchboard Operator and Clerk.	Competitive.

SECTION 2. Duties. The telephone switchboard operator and clerk
shall perform the following duties: Operate telephone switchboard, receiv-
ing all in bound calls and connect them with the proper department; all
inter office calls; assist and relieve the Cashier during lunch periods
and vacations; type notice of delinquency on customers service accounts;
type and transcribe the dictation of letters, memorandums and reports;
relieve bookkeeper on Remington-Rand billing machine during vacation
periods and all other connected work.

SECTION 3. Maximum and minimum compensation and rate of increase.
The holder of the position created by Section 1 of this Act shall be
compensated as follows: Column 1 the minimum compensation or entrance
salary; Column 2 the maximum compensation and Column 3 shows the rate
of yearly increase until the maximum is reached.

<u>Column 1.</u>	<u>Column 2.</u>	<u>Column 3.</u>
\$1,320.00	\$1,560.00	\$120.00

SECTION 4. Vacations and sick leave. The provisions of Section
13 of Local Law No. 7 of 1943 shall apply with full force and effect
to the person holding the position created by Section 1 of this Act.

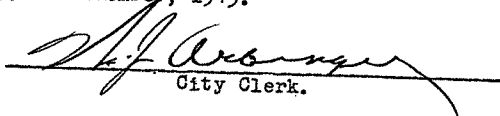
SECTION 5. Vacancies and temporary appointments. The provisions
of Sections 5 and 6 of Local Law No. 5 of 1942 shall apply with full
force and effect to the person holding the position created by Section
1 of the Act.

SECTION 6. Time of taking effect. This Local Law shall take
effect immediately after public hearing has been had thereon and
approval by the Mayor.

On roll call Aldermen Holland, O'Connell, Gioiosa, Demary,
Behan and Tyrell voted in the affirmative; no one in the negative.

CARRIED.

The foregoing Local Law No. 9 of 1943 is hereby certified to the Mayor this 18th day of December, 1943.


City Clerk.

The foregoing Local Law No. 9 of 1943 is hereby approved after public hearing held thereon this 27th day of December 1943.


Mayor.

Introduced at a Regular Meeting of the Common Council held Dec. 3, 1943.

Passed by the Common Council at its meeting held December 17, 1943.

Certified to the Mayor on December 18, 1943.

Notice of Public Hearing published December 22, 1943.

Public Hearing held December 27th 1943.