

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Temporary Hire Clerk

Date: 1-26-2026

DEPT OF ORIGIN: Village Manager Bill # 11-2026

DATE SUBMITTED: 1-21-2026

SUMMARY STATEMENT

Resolution authorizing the Village Manager to temporarily hire Clerk for Mount Pisgah

MOVED BY: Scollin SECONDED BY: White

VOTE ON ROLL CALL:

MAYOR WILLIAMS	<u>yes</u>
TRUSTEE RYAN	<u>yes</u>
TRUSTEE WHITE	<u>yes</u>
TRUSTEE SCOLLIN	<u>yes</u>
TRUSTEE BRUNETTE	<u>yes</u>

RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO TEMPORARILY HIRE BROOKE SOFIELD AS CLERK FOR MOUNT PISGAH

WHEREAS, the Village of Saranac Lake requires additional clerical assistance at Mount Pisgah to support and administrative duties on a temporary basis, and,

WHEREAS, the Village seeks to fill the Account Clerk position at Mount Pisgah on a temporary basis to meet these operational needs, and,

WHEREAS, the Village of Saranac Lake has received approval from Franklin County Civil Service to temporarily hire Brooke Sofield for the position.

THEREFORE, BE IT RESOLVED, the Village Manager is authorized to hire Brooke Sofield as Temporary Clerk for Mount Pisgah.