

***Auburn Municipal Civil Service
Minutes – Meeting February 7, 2013 3pm***

Roll Call –

Commissioner DeAngelis called the meeting to order.

Civil Service Clerk; Anna Hlywa took the roll call. Present were Commissioner Chris DeAngelis, Commissioner Diane Gove and Commissioner Jack Hardy. Also present were CSEA representative Will Streeter, Superintendent of PW; Mike Talbot and Amanda Rusin.

Approve minutes of meeting held on January 3, 2013

Motion to approve minutes by Commissioner Hardy, 2nd by Commissioner Gove. Motion carried 3-0.

Old Business

New Business

- Request from Amanda Rusin to be reinstated on Police Officer Eligible list #66-932. Motion to approve request based on her passing agility score from Seneca County made by Commissioner Gove. 2nd by Commissioner Hardy. Motion carried 3-0.

- Changes to recent job description of General Mechanic/Heavy Equipment Operator to give a time frame to get CDL License.

Commissioner DeAngelis explained how this position has been advertised and we have received a number of applications but discussion has been had as to allowing them time to get the CDL license. Mike Talbot spoke in favor of this. It is the only part of the Min. Quals that the City can actually help them get. They have to have the electrical experience on their own. The city has the availability of the vehicle and can help anyone get this license. He also stated that the more important part is that they met the other qualifications. Commissioner DeAngelis read the proposed changes to allow them to get their CDL License during the probationary period. Commissioner Hardy motioned to approve Commissioner Gove 2nd. Motion carried 3-0.

- Review and sign off on 2012 Annual Report. Anna to submit online.

No discussion had.

- Employee changes

No discussion had.

- Upcoming schedule

Test this Saturday at City Hall for 7 people. Test March 9, 2013 AHS is booked but only 15 people signed up so Anna to cancel and we will hold at City Hall.

Motion to adjourn meeting by Commissioner Gove 2nd By Commissioner Hardy. Motion carried 3-0


Attest