

**Auburn Municipal Civil Service**  
***Minutes –Monthly Meeting Tuesday, July 12, 2016 – 6:30pm***

Commissioner Gove called meeting to order.

Roll Call – Civil Service Clerk Jeffrey Whiting took the roll call. Present were Commissioner Diane Gove, Commissioner Jack Hardy, Commissioner Laurie Turo. Also present: CSEA President Jessica Corcoran, Auburn School District Assistant Superintendent of Personnel Jeffrey Evener, Auburn Enlarged School District Superintendent Jeffrey Pirozzolo, Thomas Bunn, Superintendent of Public Works Michael Talbot, Director of Municipal Utilities Seth Jensen, Water Treatment Plant Operator John West, and Police Captain Paul Casper.

Approve minutes of Regular Meeting June 13, 2016 with changes. Commissioner Turo abstained. Carried 2-0.

Old Business

- Nomination of Civil Service Commission Chairperson. Commissioner Turo motioned to nominate Commissioner Diane Gove. Commissioner Hardy 2<sup>nd</sup>. Commissioner Gove abstained. Carried 2-0.

New Business

- Discussion of the request for transfer of an employee from Wastewater Treatment Plant Operator Trainee to Water Treatment Plant Operator Trainee. Commissioner Hardy motioned to accept the transfer. Commissioner Turo 2<sup>nd</sup>. Carried 3-0.
- Discussion of the transfer request for Director of Technology employee from Onondaga County to the Auburn Enlarged School District. Commissioner Gove motioned to remove BOCES from job specification of Director of Technology. Commissioner Hardy 2<sup>nd</sup>. Commissioner Turo abstained. Carried 2-0. Commissioner Hardy motioned to accept the transfer request for the Director of Technology to the Auburn Enlarged School District. Commissioner Turo 2<sup>nd</sup>. Carried 3-0.
- Discussion of status of Police Promotional eligible lists. Civil Service Clerk Jeffrey Whiting to review New York State exam schedule to estimate the offer dates for Police Chief and Police Captain exams. Commission to maintain the eligible lists for Deputy Police Chief, Police Lieutenant, and Police Sergeant.
- Discussion of approval of Water and Wastewater Treatment Plant Operator Trainee #20-161 exam announcement. Commissioner Gove motioned to approve exam announcement with changes to residency requirement language. Commissioner Turo 2<sup>nd</sup>. Carried 3-0.

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Minutes Continued**

- Discussion of approval of Secretary #20-162 exam announcement. Commissioner Hardy motioned to accept the announcement. Commissioner Turo 2<sup>nd</sup>. Carried 3-0.
- Discussion to certify eligible list Purchasing Assistant #61-709. Commissioner Hardy motioned to accept the list for two years, expiring July 12, 2018. Commissioner Turo 2<sup>nd</sup>. Carried 3-0.
- Discussion to certify eligible list Head Custodian #64-777. Commissioner Turo motioned to accept the list for four years, expiring July 12, 2020. Commissioner Hardy 2<sup>nd</sup>. Carried 3-0.
- Discussion to certify eligible list Senior Custodian – Open Competitive #60-500. Commissioner Turo motioned to accept list for four years, expiring July 12, 2020. Commissioner Hardy 2<sup>nd</sup>. Carried 3-0.
- Discussion to certify eligible list Senior Custodian – Promotional #70-265. Commissioner Turo motioned to accept list for four years, expiring July 12, 2020. Commissioner Hardy 2<sup>nd</sup>. Carried 3-0.
- Employee Updates – No discussion.
- Upcoming Schedule discussion. Commission to hold future meetings in the Third Floor Training Room. Tentatively schedule October Civil Service Commission meeting on Tuesday, October 11, 2016 due to Columbus Day Holiday.
- Discussion of upcoming Technical Assistance Review with New York State Civil Service.
- Motion to adjourn meeting by Commissioner Turo; 2<sup>nd</sup> by Commissioner Hardy. Motion carried 3-0. Meeting adjourned 7:50 PM.

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Attest