

Auburn Municipal Civil Service

Minutes –Monthly Meeting Monday, May 9, 2016 – 6:30pm

Commissioner Emmi called meeting to order.

Roll Call – Civil Service Clerk Jeffrey Whiting took the roll call. Present were Commissioner Diane Gove, Commissioner Dan Emmi, and Commissioner Jack Hardy. Also present: Interim City Manager Jeffrey Dygert, Director of Municipal Utilities Vicky Murphy, CSEA President Jessica Corcoran.

Approve minutes of Regular Meeting April 11, 2016

Tabled until June meeting

Old Business

- Discussion of accepting Police Officer agility exam results of candidates who successfully completed the exam in Onondaga County. Commissioner Gove motioned to accept results. Commissioner Hardy 2nd. Carried 3-0

New Business

- Commissioner Gove carried in results of Firefighter Exam #60-537 and motioned to certify eligible list. Commissioner Hardy 2nd. Carried 3-0.
- Discussion of ordering Chief Water Treatment Plant Operator and Chief Wastewater Treatment Plant Operator exams. Order both Open-Competitive and Promotional.
- Discussion of ordering Water/Wastewater Treatment Plant Operator Trainee decentralized exam. Order for exam date of September 10, 2016.
- Discussion of removing the Special Requirement of Licensing for the Director of Municipal Utilities job specification. Commissioner Gove motioned to remove requirement. Commissioner Hardy 2nd. Carried 3-0.
- Discussion of ordering Director of Municipal Utilities and Supervisor of Public Works exams. Order both exam Open-Competitive to establish lists.
- Discussion of substituting Superintendent of Engineering eligible list for Director of Municipal Utilities. Commissioner Gove moves to vote. Did not carry 0-3.
- Discussion of making changes to Senior Account Clerk/Keyboard Specialist job specification while an employee has return rights. No changes made.

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Minutes Continued

- Discussion of administering Firefighter agility exam. Reserve West Middle School for the week of June 13 or June 20 and coordinate administrators.
- Discussion of ordering Secretary decentralized exam both Open-Competitive and Promotional for a date of September 17, 2016 at BOCESL.
- Employee Updates – No discussion.
- Upcoming Schedule discussion
- Motion to adjourn meeting by Commissioner Hardy; 2nd by Commissioner Gove. All in favor. Motion carried 3-0. Meeting adjourned 7:45 PM.

Attest