

Auburn Municipal Civil Service

Minutes –Monthly Meeting Monday, April 10, 2017 – 6:30pm

Commissioner Gove called meeting to order.

Roll Call – Civil Service Clerk Jeffrey Whiting took the roll call. Present were Chairperson Diane Gove, Commissioner Jack Hardy, Commissioner Laurie Turo. Also present: City Manager Jeff Dygert, Superintendent of Public Works Mike Talbot, Auburn Professional Firefighters Local 1446 President Lieutenant Donovan, and CSEA President Jessica Corcoran.

Approve minutes of Regular Meeting March 13, 2017. Commissioner Turo motioned to approve minutes with changes. Commissioner Hardy 2nd. Carried 3-0.

Old Business

- Discussion of expiring eligible lists Custodian #20-154 promotional and Custodian #20-153 open competitive. Commissioner Hardy motioned to extend both lists one year, expiring July 13, 2018. Commissioner Turo 2nd. Carried 3-0.

New Business

- Discussion of Superintendent of Public Works and City Manager's request to update job specifications for Automotive Mechanic, Building Maintenance Mechanic, Heavy Equipment Operator, Recreation Maintenance Worker, Senior Building Maintenance Mechanic, and Sign Maintenance Worker. – **Tabled**
- Discussion of creation of job title Police Detective. No action taken. Position not created.
- Approval of promotional Secretary to the Director of Planning and Economic Development #76-974 eligible list. Commissioner Hardy motioned to accept the eligible list expiring on April 10, 2021. Commissioner Turo 2nd. Carried 3-0.
- Approval of open competitive Secretary to the Director of Planning and Economic Development #60-659 eligible list. Commissioner Turo motioned to accept the eligible list expiring on April 10, 2021. Commissioner Hardy 2nd. Carried 3-0.
- Approval of Fire Captain #76-975 promotional exam announcement. Commissioner Gove motioned to add Special Requirements to the exam announcement. Commissioner Turo 2nd. Carried 3-0. Commissioner Gove motioned to accept the exam announcement with changes. Commissioner Hardy 2nd. Carried 3-0
- Approval of Fire Lieutenant #76-976 promotional exam announcement. Commissioner Gove motioned to add Special Requirements to the exam announcement and anticipated eligibility provision. Commissioner Hardy 2nd. Carried 3-0. Commissioner Gove motioned to accept the exam announcement with changes. Commissioner Turo 2nd. Carried 3-0

Civil Service Meeting
April 10, 2017
Minutes Continued

- Employee Updates. No Discussion.
- Upcoming Schedule.
- Motion to adjourn meeting by Commissioner Hardy; 2nd by Commissioner Gove. Motion carried 3-0. Meeting adjourned 7:23 PM.

Attest