



Auburn Municipal Civil Service
Minutes –Monthly Meeting Monday, February 12, 2018 – 6:30pm

Commissioner Hardy called meeting to order.

Roll Call – Civil Service Clerk Jeffrey Whiting took the roll call. Present were Commissioner Jack Hardy, Commissioner Laurie Turo, and Commissioner Tricia Kerr. Also present were City Manager Jeffrey Dygert, Superintendent of Public Works Michael Talbot, Auburn Enlarged School District Superintendent Jeffrey Pirozzolo, Director of Facilities Lawrence Garuccio, Building Maintenance Mechanic Louie Rood and two Auburn Enlarged School District Custodial Workers.

Approve minutes of Regular Meeting January 8, 2017. Commissioner Turo motioned to approve minutes. Commissioner Kerr 2nd. Carried 3-0.

Old Business

- Commissioner Turo motioned to approve the job specification of School Security Monitor with changes. Commissioner Kerr 2nd. Carried 3-0.
- Discussion of Auburn Municipal Civil Service policy on waiving fees for honorably discharged veterans. Commissioner Turo motioned to accept the policy of reducing the exam fees by 50% for honorably discharged veterans. Commissioner Kerr 2nd. Carried 3-0.

New Business

- Discussion of proposed changes to the exempt Comptroller job specification. Commissioner Kerr motioned to accept the changes. Commissioner Hardy 2nd. Carried 3-0.
- Discussion of adding a Senior Account Clerk position to the Department of Public Works. Commissioner Turo motioned to add the position. Commissioner Kerr 2nd. Carried 3-0.
- Approval of Engineering Technician #69-441 eligible list. Commissioner Turo motioned to approve the eligible list. Commissioner Hardy 2nd. Carried 3-0.
- Approval of Information Technology Systems Administrator #62-117 eligible list. Commissioner Kerr motioned to approve the eligible list. Commissioner Turo 2nd. Carried 3-0.
- Approval of Police Officer #60-633 eligible list. Commissioner Turo motioned to approve the eligible list. Commissioner Kerr 2nd. Carried 3-0.

- Approval of Superintendent of Public Works #69-772 eligible list. Commissioner Turo motioned to approve the eligible list. Commissioner Kerr 2nd. Carried 3-0.
- Discussion of changes to Custodial Worker job specification. Commissioner Turo motioned to accept changes in language for clarity. Commissioner Kerr 2nd. Carried 3-0.
- Employee Updates. – Discussion.
- Upcoming Schedule. – Discussion.
- Motion to adjourn meeting by Commissioner Kerr; 2nd by Commissioner Turo. Motion carried 3-0. Meeting adjourned 7:40 PM.

Attest