

CIVIL SERVICE COMMISSION
Meeting
MINUTES
October 5, 2022
10:00 a.m.
Via Videoconference

Roll Call:

The meeting was called to order by Chair Susan Ward, and Commissioner Rick Rogers. Also present were Daniel Stachowicz, Chief Examiner/HR Analyst; Virginia Alosco-Werner, Director of Human Resources; Richard Thode, Fire Chief; Tom Corbett, Lieutenant; and Christina Henry, Human Resource Generalist.

Minutes: Review and accept previous meeting's minutes

Motion by Commissioner Rogers, seconded by Chair Ward, to accept the previous meeting's minutes. Motion carried unanimously.

Personnel Status:

Status Change:

Mr. Stachowicz noted one status change: Allie Smith Intern - Associate planner – Planning & Zoning.

Promotional: None

New Hires:

Mr. Stachowicz noted one new hire: Thomas Pace, Police Officer, Police Department.

Resignations: None

Retirements: None

New Business:

Qualification of Applications:

- Certified Police Officer

Motion by Commissioner Rogers, seconded by Chair Ward, to accept the three candidates for the Certified Police Officer position. Motion carried unanimously.

- Librarian I (I&S)

Motion by Commissioner Rogers, seconded by Chair Ward, to accept the candidates for the Librarian I (I&S) position with person id's ending in 7238, 7566, 3300, and 6031. Motion carried unanimously.

- Municipal Agent

Motion by Commissioner Rogers, seconded by Chair Ward, to accept the candidates for the Municipal Agent position with person id's ending in 2678, 8806, 9762, 6053, 1793, 2061, 9996, 4096, 6696, and 5227. Motion carried unanimously.

- Auto Equipment Operator

Motion by Commissioner Rogers, seconded by Chair Ward, to accept the candidates for the Auto Equipment Operator position with person id's ending in 2068, 7591, 4386, 4110, 1728, 8505, and 4265. Motion carried unanimously.

Certification of the Accounting Clerk II Eligibility List

Motion by Commissioner Rogers, seconded by Chair Ward, to certify the Accounting Clerk II Eligibility List. Motion carried unanimously.

Certification of the Administrative Captain Eligibility List

Motion by Chair Ward, seconded by Commissioner Rogers, to review the certification of the Administrative Captain Eligibility List. Motion carried unanimously.

Motion by Commissioner Rogers, seconded by Chair Ward, to certify the Administrative Captain Eligibility List. Motion carried unanimously.

Removal of Names from the Clerk Typist II Eligibility List

Motion by Commissioner Rogers, seconded by Chair Ward, to remove candidates 1, 4, and 6; from the Clerk Typist II Eligibility List. Motion carried unanimously.

Adjourn

Motion by Commissioner Rogers, seconded by Chair Ward, to adjourn. Motion carried unanimously.