

**Regular Meeting
February 20, 2019
Newburgh Civil Service Commission**

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on February 20, 2019 at 1:00 p.m., Council Chambers, 83 Broadway, Newburgh, NY.

Those present were: Thomas Murphy, Chairman
Vera Best, Commissioner
John Powell, Commissioner
Michelle Mills, Administrator
Michelle Kelson, Corporation Counsel

Motion to Enter into Executive Session: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Motion to Exit Executive Session: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Minutes:

January 23, 2019 Regular Meeting

Motion to Approve & Accept: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Personnel Reports:

January 2019

Motion to Approve & Accept: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Certifications:

Cashier #64408

Motion to Establish for 4 Years: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Pending Examinations:

Police Chief C:	Cancelled
Principal Account Clerk	March 2, 2019
Sr. Water Treatment Plant Operator	March 2, 2019
Director of School Safety & Security	Cancelled
Human Resource Director	March 16, 2019

New Business:

1. Discussion to cancel exam for Human Resource Director for insufficient number of applicants and pending re-evaluation of job description.

Motion to cancel exam: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

2. Request from City Manager to amend the following job descriptions;

Motor Equipment Operator

Heavy Equipment Operator

Labor Supervisor

Laborer

Maintenance Laborer

Working Supervisor

Tree Trimmer

Maintenance Mechanic

Assistant Maintenance Mechanic

Motion to amend as proposed: Vera Best

Motion Second: John Powell

Motion Carried: Unanimous

Old Business: None

Other: None

Motion to Adjourn: John Powell

Motion Second: Vera Best

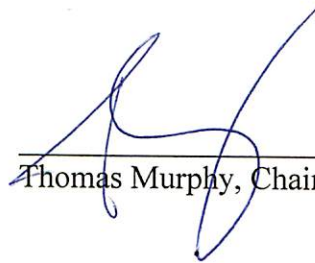
Motion Carried: Unanimous

Meeting Adjourned: 1:42 p.m.

Respectfully Submitted,



Michelle M. Mills, Administrator



Thomas Murphy, Chairman

11.11.11