

**Regular Meeting
February 18, 2021
Newburgh Civil Service Commission**

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on February 18, 2021 at 12:00 p.m., livestreamed via Zoom.
Those present were:

Vera Best, Commissioner
John Powell, Commissioner
Michelle Mills, Administrator
Michelle Kelson, Corporation Counsel

Minutes:

December 18, 2020 Regular Meeting

Motion to Approve & Accept: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Personnel Reports:

December 2020

Motion to Approve & Accept: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

January 2021

Motion to Approve & Accept: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Certifications:

Firefighter #61470

Motion to Establish for 4 Years: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Firefighter (Spanish Speaking) #61551

Motion to Establish for 4 Years: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Librarian I #66836

Motion to Establish for 4 Years: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Librarian II #66880

Motion to Establish for 4 Years: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Librarian III #66896

Motion to Establish for 4 Years: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

New Business:

1. Request to amend job description for Deputy Police Chief for the City of Newburgh.

Motion to Amend as Proposed: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

2. Request to amend job description for Assistant City Comptroller.

Motion to Amend and Approve: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

3. Request to amend job description for Human Resources Director.

Motion to Amend and Approve: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

4. Request to adopt title of Police Officer Part-Time.

Motion to Approve: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

5. Motion to schedule Public Hearing for March 24, 2021 to hear comment concerning proposed amendments to the Appendices of Local Rules and Regulations of the Newburgh Municipal Civil Service Commission to reclassify Assistant City Comptroller and Human Resources Director to Exempt Class and add Police Officer Part-Time to the Non-competitive Class.

Motion to Schedule Public Hearing: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Old Business:

None

Correspondence:

None

Motion to Adjourn: John Powell

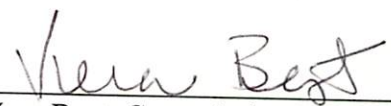
Motion Second: Vera Best

Motion Carried: Unanimous

Meeting Adjourned: 12:35 p.m.

Respectfully Submitted,


Michelle M. Mills, Administrator


Vera Best, Commissioner