

Regular Meeting

August 24, 2022

Newburgh Civil Service Commission

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on August 24, 2022 livestreamed via Zoom.

Those present were: Vera Best, Commissioner
Thomas Foti, Commissioner
Jack Powell, Commissioner
Michelle Mills, Administrator
Michelle Kelson, Corporation Counsel

Minutes:

July 20, 2022 Regular Meeting

Motion to Approve & Accept: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Personnel Reports:

July 2022

Motion to Approve & Accept: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Certifications:

Cashier #69731

Motion to Establish for 2 Years: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Sr. Cashier #70602

Motion to Establish for 1 Year: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Sr. Cashier #64002

Motion to Establish for 2 Year: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Data Processing Clerk #67145

Motion to Establish for 4 Years: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

New Business:

Request to classify and adopt title of Building Safety Inspector for City of Newburgh.

Motion to Adopt: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Request to classify and adopt title of Senior Code Compliance Officer for City of Newburgh.

Motion to Adopt: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Request to amend job description for Purchasing Agent for NECSD.

Motion to amend as proposed: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Request to amend job description for Automotive Mechanic for City of Newburgh.

Motion to amend with revision: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Certification of City of Newburgh Payroll completed: No action required.

Old Business:

1. NECSD Desk Audit – Pending information

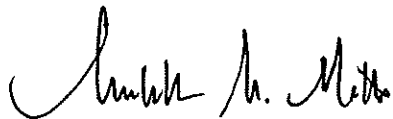
Motion to Adjourn: John Powell

Motion Second: Thomas Foti

Motion Carried: Unanimous

Meeting Adjourned 1:29pm

Respectfully Submitted,



Michelle M. Mills, Administrator



Vera Best, Chairperson