

SPECIAL MEETING OF THE LACKAWANNA CIVIL SERVICE COMMISSION HELD ON OCTOBER 4 2018 TO
BE CALLED TO ORDER BY CHAIRPERSON SHARON BERES

ROLL CALL: PRESENT: Sharon Beres
 Angelo Pitillo
 Karen Marciniak

ADM

COMMUNICATION #1

MSD222
GROUP MINORITY SPECIALIST

MSD222 received from Mayor (Group Minority Specialist
requested).

Motion by Beres, seconded by Pitillo, classify Group Minority Specialist, non-competitive class.

Roll call, yes, Moretti, Beres

Carried.

RESOLUTION #1

BE IT HEREBY RESOLVED: that the attached specifications for the position of MINORITY GROUP
SPECIALIST be and is hereby revised, and

BE IT HEREBY FURTHER RESOLVED: that a copy of the revised specification be forwarded to the
New York State Department of Civil Service to be retained in the City of
Lackawanna Classification Plan.

Motion by Beres, seconded by Pitillo, adopt Res. #4.

Roll call, yes,

Carried.

Motion by Beres, seconded by Pitillo, to adjourn meeting.

Adjourned,

Karen Marciniak
Secretary

SPECIAL MEETING OF THE LACKAWANNA CIVIL SERVICE COMMISSION HELD ON JANUARY 22, 2018
CALLED TO ORDER BY CHAIRPERSON SHARON BERES

ROLL CALL PRESENT: SHARON BERES
 MARK MORETTI
 KAREN MARCINIAK

RESOLUTION #1

BE IT HEREBY RESOLVED: that the attached specification for the position of CITY COMPTROLLER
be and is hereby revised, and

BE IT HEREBY FURTHER RESOLVED: that a copy of the revised specification be
forwarded to the New York State Department of Civil Service to be
retained in the City of Lackawanna Classification Plan.

Motion by Sharon Beres, seconded by Mark Moretti, adopt Res. #1.

Roll call, yes, Beres, Moretti

Carried

Motion by Sharon Beres, seconded by Mark Moretti, to adjourn Meeting.

Adjourned,

Karen L. Marciniak, Secretary

SPECIAL MEETING OF THE LACKAWANNA CIVIL SERVICE COMMISSION HELD ON FEBRUARY 9th 2018
CALLED TO ORDER BY CHAIRPERSON SHARON BERES

ROLL CALL PRESENT: Sharon Beres
 Mark Moretti
 Karen Marciniak

RESOLUTION #1

BE IT HEREBY RESOLVED: that the eligible list for the position of COMPLAINT WRITER
DISPATCHER established on February 10, 2017 and expiring on
February 10, 2018 be and is hereby extended for a period of one year
commencing February 10, 2018 and expiring on February 10, 2019.

Motion by Moretti, Seconded by Beres, adopt Res #1
Roll call, yes, Beres, Moretti

Carried.

Motion by Sharon Beres, seconded by Mark Moretti, to adjourn Meeting,

Adjourned,

Karen Marciniak, Secretary

ROLL CALL PRESENT: Sharon Beres
 Mark Moretti
 Karen Marciniak

Roll call, yes, Beres, Moretti

COMMUNICATION #1

Letter from New York Department of Civil Service, Exam Fees
for 2017 are due no later than 3/1/2018.
Memo Attached

Carried.

COMMUNICATION #2

Letter from New York Department of Civil Service, Annual Report for 2017 are due no later than 3/1/2018.
Memo Attached

Carried.

COMMUNICATION #3

Letter from MARK KUWIK, dated 9/28/17 to LMHA Board Chairman requesting a leave of absence from his position of TENANT RELATIONS ASSISTANT effective 10/1/17 to 10/1/18.
Letter attached.

LMHA Board Chairman approved request for a one year leave of absence.

Carried.

COMMUNICATION # 4

Letter from Mayor dated 1/22/18 appointing MARY BREMER to the position of ACCOUNT CLERK TYPIST effective 1/22/18.
Letter, Application, Eligible List attached.

Roll call, yes, Beres, Moretti

M.H.A.

COMMUNICATION #5

BRANDON FALBO, L.A.
COMPUTER OPERATIONS SPECIALIST

Letter from BRANDON FALBO, dated 1/23/17 to LMHA Exec. Director requesting a leave of absence from his position of COMPUTER OPERATIONS SPECIALIST effective 1/23/17 to 1/23/18. Letter attached.

L.A. Granted

Executive Director approved request for one year leave of absence.

Motion by Moretti, seconded by Beres, note roster card.
Roll call yes, Beres, Moretti

Carried.

OFFICE OF THE MAYOR

COMMUNICATION #6

DANIEL FITZGIBBONS, Appt.
SPECIAL COURT MARSHALL

Letter from Mayor dated 12/19/2017 reappointing DANIEL FITZGIBBON to the position of SPECIAL COURT MARSHALL from 12/18/17 to 12/18/18.
Letter attached

Motion by Moretti, seconded by Beres, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

LMHA

COMMUNICATION #7

KEVIN ZYBERT, Appt.
MAINTENANCE WORKER

Letter from the Executive Director appointing KEVIN ZYBERT to the position of TEMPORARY MAINTENANCE WORKER. effective 12/26/17.
Application attached.

Motion by Moretti, seconded by Beres, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

CITY CLERK

COMMUNICATION #8

GAIL NICHOLSON, Apptd
DEPUTY CLERK

Resolution from the City Council appointing GAIL NICHOLSON to the position of DEPUTY CLERK effective 1/1/18 thru 12/31/21.
Resolution Attached.

Motion by Moretti, seconded by Beres, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

DEVELOPMENT

COMMUNICATION #9

DREW ORTEGA, Appt
BLDG. & PROP SAFETY INSPECTOR

Letter from Director of Development to DREW ORTEGA appointing him to the permanent position of BUILDING AND PROPERTY SAFETY INSPECTOR effective 1/2/18.
Certification of Eligible Attached.

Motion by Beres, seconded by Moretti, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

ZONING BOARD

COMMUNICATION #10

MARK KUWIK, Apptd.
Alt. Member, Zoning Board

Letter from Mayor to MARK KUWIK appointing him to the position of ALTERNATE ZONING BOARD MEMBER effective 1/4/18 thru 12/15/20.
Letter Attached

Motion by Moretti, seconded by Beres, note roster card.
Roll call yes, Beres, Moretti

Carried.

LMHA

COMMUNICATION #11

CHUCK JAWORSKI, Apptd.
COMM LMHA

Letter from Mayor to CHUCK JAWORSKI appointing him to the position of COMMISSIONER OF THE LACKAWANNA MUNICIPAL HOUSING AUTHORITY effective 1/4/18 thru 11/15/22.
Letter Attached

Motion by Moretti, seconded by Beres, note roster card.
Roll call yes, Beres, Moretti

Carried.

LIBRARY

COMMUNICATION #12

DAVID LEWANDOWSKI, Retired.
Maintenance Person (PT)

Supplementary Payroll Certification from the Lackawanna Public Library noting retirement of DAVID LEWANDOWSKI from the position of Maintenance Person (PT) effective 1/6/18.

Motion by Beres, seconded by Moretti, approve retirement, note roster card.
Roll call yes, Beres, Moretti

Carried.

LIBRARY

COMMUNICATION #13

KEVIN LUTZ, Apptd.
Maintenance Person (PT)

Supplementary Payroll Certification from the Lackawanna Public Library appointing KEVIN LUTZ to the position of Maintenance Person (PT) effective 1/6/18.
Application Requested

Motion by Beres, seconded by Moretti, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

LMHA

COMMUNICATION #14

JOEY WEST, Apptd.
MAINTENANCE WORKER

Letter from the Executive Director appointing JOEY WEST to the position of TEMPORARY MAINTENANCE WORKER effective 1/11/18.
Application attached.

Motion by Moretti, seconded by Beres, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

Dept. of PS

COMMUNICATION #15

ANTHONY DARMSTEDTER, Apptd.
FIREFIGHTER

Letter from Dir of Public Safety to ANTHONY DARMSTEDTER appointing him to position of FIREFIGHTER effective 1/22/18.
Certification of Eligible Attached

Motion by Moretti, seconded by Beres, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

Dept. of PS

COMMUNICATION #16

CATHERINE ADAM, Apptd.
FIREFIGHTER
Cert of Eligibles

Letter from Dir of Public Safety to CATHERINE ADAM appointing her to position of FIREFIGHTER effective 1/22/18.
Certification of Eligible Attached

Motion by Moretti, seconded by Beres, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

CLERK

COMMUNICATION #17

COLLEEN MURE., RETIRED.
ACCOUNT CLERK TYPIST

Letter from NYSLRS confirming retirement of COLLEEN MURE from the position of ACCOUNT CLERK TYPIST effective 1/31/18.

Motion by Moretti, seconded by Beres, approve retirement, note roster card.
Roll call yes, Beres, Moretti

Carried.

CLERK

COMMUNICATION #18

LINDA SMERKA, Apptd.
DEPUTY REGISTRAR

Letter from City Clerk Jeffrey DePasquale to LINDA SMERKA appointing her to position of DEPUTY REGISTRAR effective 1/31/18.
Letter attached

Motion by Beres, seconded by Moretti, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

CLERK

COMMUNICATION #19

DANIELLE DESANTIS., Apptd.
ACCOUNT CLERK TYPIST

Letter from City Clerk to DANIELLE DESANTIS appointing her to the position of ACCOUNT CLERK TYPIST effective 2/26/18.
Certification of Eligible Attached.

Motion by Moretti, seconded by Beres, approve appointment, note roster card.
Roll call yes, Beres, Moretti

Carried.

DPW

COMMUNICATION #20

Edward Zak., Retire.
MEO

Letter from NYSLRS confirming retirement of Edward Zak from the position of MEO effective 2/28/18.
Letter attached.

Motion by Moretti, seconded by Beres, approve retirement, note roster card.
Roll call yes, Beres, Moretti

Carried.

LACK SCHOOL

COMMUNICATION #21

MARK KWASNIEWSKI;
MAINTENANCE MECHANIC

Email from School Lawyer Lou Violanti, dated 3/5/18 removing MARK KWASNIEWSKI from position BUILDING MAINTENANCE MECHANIC and will be reverted to title MAINTENANCE PERSON effective 3/13/18.
Letter attached.

Motion by Moretti, seconded by Beres, note roster card.
Roll call yes, Beres, Moretti

Carried.

Secretary to call for Library Assistant Exam.

Motion by Moretti, seconded by Beres, to adjourn Meeting,

Adjourned,

Karen Marciniak, Secretary

LIBRARY

ROBERT KELLY, Resigned.
MAINTENANCE PERSON (PT)

COMMUNICATION #5

Supplementary Payroll Certification from the Lackawanna Public Library noting resignation of ROBERT KELLY from the position of MAINTENANCE PERSON (PT) effective 2/23/18.

Motion by Beres, seconded by Moretti, note roster card.
Roll call yes, Beres, Moretti,

Carried.

LIBRARY

DENNIS MADIGAN, Apptd.
Maintenance Person (PT)

COMMUNICATION #6

Supplementary Payroll Certification from the Lackawanna Public Library appointing DENNIS MADDIGAN to the position of Maintenance Person (PT) effective 3/3/18.
Application Requested

Motion by Beres, seconded by Moretti, approve appointment, note roster card.
Roll call yes, Beres, Moretti,

Carried.

LIBRARY

BRIAN MUCHA, Apptd.
PAGE (PT)

COMMUNICATION #7

Supplementary Payroll Certification from the Lackawanna Public Library appointing BRIAN MUCHA to the position of PAGE (PT) effective 3/3/18.
Application Requested

Motion by Moretti, seconded by Beres, approve appointment, note roster card.
Roll call yes, Beres, Moretti,

Carried.

LIBRARY

BRIAN MUCHA, Resigned.
PAGE (PT)

COMMUNICATION #8

Supplementary Payroll Certification from the Lackawanna Public Library noting resignation of BRIAN MUCHA from the position of PAGE (PT) effective 3/16/18.

Motion by Moretti, seconded by Beres, note roster card.
Roll call yes, Beres, Moretti,

Carried.

LIBRARY

Abigal Swiger, Apptd.
PAGE (PT)

COMMUNICATION #9

Supplementary Payroll Certification from the Lackawanna Public Library appointing ABIGAIL SWIGER to the position of PAGE (PT) effective 3/31/18.
Application Requested

Motion by Beres, seconded by Moretti, approve appointment, note roster card.
Roll call yes, Beres, Moretti,

Carried.

Commission to request on admission notice for all future exams, applicant's license plate number, year, make, model of vehicle.

Motion by Moretti, seconded by Beres, approve and amend admission notice.

Motion by Moretti, seconded by Beres, to adjourn meeting.

Adjourned,

Karen Marciniak, Secretary

REGULAR MEETING OF THE LACKAWANNA CIVIL SERVICE COMMISSION HELD ON May 11 2018
CALLED TO ORDER BY CHAIRPERSON SHARON BERES.

ROLL CALL PRESENT: SHARON BERES
 MARK MORETTI
 KAREN MARCINIAK

Motion by Moretti, seconded by Beres that the Minutes of the Regular Meeting held April 13th 2018 be approved.

Roll call yes, Beres, Moretti, Carried.

YOUTH BOARD

COMMUNICATION # 1

LINDA ZYBERT, Appointed
YOUTH BOARD DIRECTOR

Letter from Mayor dated 1/22/2018 appointing LINDA ZYBERT to the position of YOUTH BOARD DIRECTOR effective immediately and will serve at the pleasure of the Mayor.
Letter attached.

Motion by Moretti, seconded by Beres, approve appointment, classification needed, receive & file, note roster card.

Roll call yes, Carried.

ZONING BOARD

COMMUNICATION # 2

CHARLIE GELYON, Appointed
ZONING BOARD MEMBER

Letter from Mayor dated 4/17/2018 appointing CHARLIE GELYON to the position of ZONING BOARD MEMBER effective immediately and ending 4/16/2021.
Letter attached.

Motion by Moretti, seconded by Beres, receive & file, note roster card.

Roll call yes, Carried.

POLICE

COMMUNICATION # 3

DAWAN JONES, Retire.
POLICE OFFICER

Letter from NYSLRS dated 4/23/2018 advising retirement of DAWAN JONES from the position of POLICE OFFICER effective 5/5/2018.
Letter attached.

Motion by Moretti, seconded by Beres, receive & file, note roster card.

Roll call yes, Carried.

DPW

COMMUNICATION # 4

ROBERT KITA, Retire.
JANITOR

Letter from NYSLRS dated 4/23/2018 advising retirement of ROBERT KITA from the position of JANITOR effective 5/5/2018.
Letter attached

Motion by Moretti, seconded by Beres, receive & file, note roster card.

Roll call yes, Carried.

LIBRARY

COMMUNICATION # 5

DENNIS MADIGAN, Resign
MAINTAINER PT

Report of Personnel Change dated 4/24/18 noting DENNIS MADIGAN resigned from MAINTAINER PT effective 4/10/2018.
RPC attached.

Motion by Beres, seconded by Moretti, receive & file, note roster card.

Roll call yes, Carried.

LIBRARY

JAKE KOZUB, Appointed
MAINTAINER PT

COMMUNICATION # 6

Report of Personnel Change dated 4/24/18 noting
JAKE KOZUB appointed to MAINTAINER PT
effective 4/28/2018.
RPC attached.

Motion by Beres, seconded by Moretti, receive & file, note roster card.
Roll call yes,

Carried.

PUBLIC

DAVID JOYCE JR., Reappointed
SPECIAL COURT MARSHALL

COMMUNICATION # 7

Letter from Mayor dated 4/27/2018 reappointing
DAVID JOYCE JR. to the position of SPECIAL
COURT MARSHAL effective 4/26/2018 for one year.
Letter Attached.

Motion by Moretti, seconded by Beres, receive & file, note roster card.
Roll call yes,

Carried.

LMHA

ROBERT SIREIKA, LOA
MAINTENANCE MECHANIC

COMMUNICATION # 8

Letter from Executive Director dated 5/2/2018
approving leave of absence for ROBERT SIREIKA
from the position of MAINTENANCE MECHANIC for
one year starting 6/4/2018.
Letter Attached.

Motion by Beres, seconded by Moretti, receive & file, note roster card.
Roll call yes,

Carried.

FIRE

CATHERINE ADAM, Resign.
FIREFIGHTER

COMMUNICATION # 9

Letter from CATHERINE ADAM dated 5/3/2018
resignation from the position of FIREFIGHTER
effective immediately.
Letter attached.

Motion by Moretti, seconded by Beres, receive & file, note roster card.
Roll call yes,

Carried.

DPW

PETER KADA, Apptd.
MEO

COMMUNICATION # 10

Letter from Mayor dated 5/3/18 appointing PETER
KADA to the position of MOTOR EQUIPMENT
OPERATOR effective 5/3/2018.
Application attached.

Motion by Moretti, seconded by Beres, receive & file & note roster card.
Roll call yes,

Carried.

Motion by, seconded by, to adjourn meeting.

Adjourned,

Karen Marciniak, Secretary

SPECIAL MEETING OF THE LACKAWANNA CIVIL SERVICE COMMISSION HELD ON MAY 11 2018
BE CALLED TO ORDER BY CHAIRPERSON SHARON BERES

ROLL CALL: PRESENT: Sharon Beres
 Mark Moretti
 Angelo Pitillo
 Karen Marciniak

Lackawanna Civil Service

COMMUNICATION #1

ANGELO PITILLO, Apptd.
Commissioner

Letter from Mayor dated 5/11/2018 appointing
ANGELO PITILLO, Commissioner Lackawanna Civil
Service Commission effective 5/11/18 with term expiring
5/31/20.

Motion by Moretti, seconded by Beres, receive & file.
Roll call, yes, Moretti, Beres

Carried.

RESOLUTION #1

BE IT HEREBY RESOLVED: that Sharon Beres, Commissioner, Lackawanna Civil Service
Commission, be and is hereby designated Chairperson.

Motion by Moretti, seconded by Pitillo, adopt Res. #1.
Roll call, yes, Moretti, Beres

Carried.

RESOLUTION #2

BE IT HEREBY RESOLVED: that Karen Marciniak be appointed Secretary to the Lackawanna
Civil Service Commission.

Motion by Moretti, seconded by Beres, adopt. Res. #2.
Roll call, yes, Moretti, Beres

Carried.

RESOLUTION #3

BE IT HEREBY RESOLVED: that the Secretary to the Lackawanna Civil Service Commission be
and is hereby empowered to attach the necessary certification to the
payrolls of the City of Lackawanna and his/her signature shall be
sufficient evidence of our certification.

Motion by Moretti, seconded by Beres, adopt Res. #3.
Roll call, yes, Moretti, Beres

Carried.

Motion by Beres, seconded by Pitillo, to adjourn meeting.

Adjourned,

Karen Marciniak
Secretary

REGULAR MEETING OF THE LACKAWANNA CIVIL SERVICE COMMISSION HELD ON JUNE 15 2018
CALLED TO ORDER BY CHAIRPERSON SHARON BERES.

ROLL CALL PRESENT: SHARON BERES
 ANGELO PACILLO
 KAREN MARCINIAK

Motion by Beres, seconded Pacillo that the Minutes of the Regular and Special Meeting held May 11 2018 be approved.

Roll call yes, Beres, Pacillo

Carried.

RESOLUTION #1

WHEREAS, the open competitive examination for the position of CITY COMPTROLLER in and for the City of Lackawanna was held March 17, 2018, and said examination was prepared and rated by the New York State Department of Civil Service at the request of this Commission,

NOW THEREFORE BE IT RESOLVED: that the duration of the eligible list for said position be and is hereby established for a period of one year, and

BE IT FURTHER RESOLVED: that the eligible list for said position be and hereby established as of June 15, 2018.

Motion by Beres, seconded by Pacillo, adopt resolution 1

Roll call yes, Beres, Pacillo

Carried.

ADM

COMMUNICATION # 1

DAVID MACH, Retire
COMPLAINT WRITER

Letter from DAVID MACH announcing retirement from the position COMPLAINT WRITER effective 6/12/18.
Letter attached.

Motion by Beres, seconded by Pacillo, receive & file, note roster card.

Roll call yes, Beres, Pacillo

Carried.

LACK CITY SCHOOL

COMMUNICATION # 2

BRYAN GIRDLESTONE
PROV. MANAGER OF OPER. & MAINTENANCE

Letter from BRYAN GIRDLESTONE received 5/4/18 advising resignation from position of MANAGER OF OPERATIONS AND MAINTENANCE effective 5/11/18.
Letter attached.

Motion by Beres, seconded by Pacillo, receive & file, note roster card.

Roll call yes, Beres, Pacillo

Carried.

LACK CITY SCHOOL

COMMUNICATION # 3

ROBERT SIREIKA,
DIRECTOR OF FACILITIES II

Nomination from School Board dated 6/8/18 for ROBERT SIREIKA to fill the temporary position of DIRECTOR OF FACILITIES II, during reclassification process.
Letter attached.

Motion by Pacillo, seconded by Beres, to table.

Roll call yes, Beres Pacillo

Carried.

Secretary to send letter requesting clarification of employment history.

CITY COUNCIL

COMMUNICATION # 4

KEITH LEWIS, Resign.
COUNCIL PRESIDENT

Letter from KEITH LEWIS received 5/29/18 advising resignation from the position COUNCIL PRESIDENT effective 5/31/18.
Letter attached.

Motion by Pacillo, seconded by Beres, receive & file, note roster card.
Roll call yes, Beres, Pacillo

Carried.

CITY COUNCIL

COMMUNICATION # 5

ANNETTE IAFALLO, Appt.
COUNCIL PRESIDENT

COUNCIL MEETING on 6/4/18 appoint ANNETTE IAFALLO to the vacant position of COUNCIL PRESIDENT from 6/4/18 to remaining term 12/31/18.
Certification of Action attached

Motion by Beres, seconded by Pacillo, receive & file, note roster card.
Roll call yes, Beres, Pacillo

Carried.

CITY COUNCIL

COMMUNICATION # 6

ANNETTE IAFALLO, Resign.
2nd WARD COUNCIL MEMBER

Letter dated 6/13/18 from ANNETTE IAFALLO resigning from the position of 2ND WARD COUNCIL MEMBER effective 6/18/18.
Letter attached

Motion by Beres, seconded by Pacillo, receive & file, note roster card.
Roll call yes, Beres, Pacillo

Carried.

DPW

COMMUNICATION # 7

MATTHEW MILITELLO, Resign
MOTOR EQUIPMENT OPERATOR Temp

Memo from Commissioner of Public Works advising resignation of MATTHEW MILITELLO from the position of Temporary MOTOR EQUIPMENT OPERATOR effective 6/4/18.
Letter Attached.

Motion by Beres, seconded by Pacillo, receive & file, note roster card.
Roll call yes, Beres, Pacillo

Carried.

FIRE

COMMUNICATION # 8

MARK WODZINSKI, Retire
FIRE LIEUTENANT

Letter from NYS Retirement dated 5/29/18 advising retirement of MARK WODZINSKI from the position of FIRE LIEUTENANT effective 6/30/18.
RPC attached.

Motion by Beres, seconded by Pacillo, receive & file, note roster card.
Roll call yes, Beres, Pacillo

Carried.

DPW

COMMUNICATION # 9

KENNETH MOTYKA,
MEO

Letter from KENNETH MOTYKA dated x/x/2018 requesting verification of his Civil Service titles, permanency and appointment dates to be mailed to him & filed.
Letter Attached.

Motion by Pacillo, seconded by Beres, receive & file, secretary to write letter confirming appointment dates.
Roll call yes,

Carried.

Motion by Beres, seconded by Pacillo to start executive session.
Roll call yes, Beres, Pacillo

Carried.

Motion by Beres, seconded by Pacillo to end executive session.
Roll call yes, Beres, Pacillo

Carried.

FIRE

COMMUNICATION # 10

CATHERINE ADAM, Reinstatement
ELIGIBLE LIST 68927

Letter from CATHERINE ADAM dated 5/29/18
requesting reinstatement to ELIGIBLE LIST #68927
FIREFIGHTER.
Letter attached.

Motion by Pacillo, seconded by Beres, approve request to reinstate to eligible list in accordance to Civil
Service Rule XVIII

Roll call yes, Beres, Pacillo

Carried.

SCHOOL

COMMUNICATION # 11

MSD222
REQUEST MANAGER OF MAINT AND OPERATIONS

MSD222 received from Superintendent, will be sent
to NYS Civil Service to review if appropriate to be
reclassified from DIRECTOR OF FACILITIES II to
requested title MANAGER OF MAINTENANCE AND
OPERATIONS

Motion by Pacillo, seconded by Beres, secretary to forward to New York State Department of Civil Service.
Roll call yes, Beres, Pacillo

Carried.

Motion by Pacillo, seconded by Beres, to adjourn meeting.

Adjourned,

Karen Marciniak, Secretary

SPECIAL MEETING OF THE LACKAWANNA CIVIL SERVICE COMMISSION HELD ON JUNE 18 2018
CALLED TO ORDER BY CHAIRPERSON SHARON BERES.

ROLL CALL PRESENT: SHARON BERES
 ANGELO PITILLO
 KAREN MARCINIAK

LACK SCHOOL

COMMUNICATION #

ROBERT SIREIKA
DIRECTOR OF FACILITIES II

Application submitted 6/18/18 for the position of
TEMPORARY DIRECTOR OF FACILITIES II.
Application attached.

Motion by Pitillo, seconded by Beres, approve appointment pending clarification of additional documentation as requested.

Roll call yes,

Carried.

Motion by Beres, seconded by Pitillo, to adjourn meeting.

Adjourned,

Karen Marciniak, Secretary

REGULAR MEETING OF THE LACKAWANNA CIVIL SERVICE COMMISSION HELD ON JULY 20 2018
CALLED TO ORDER BY CHAIRPERSON SHARON BERES.

ROLL CALL PRESENT: SHARON BERES
 ANGELO PITILLO
 KAREN MARCINIAK

Motion by Beres, seconded by Pitillo, that the Minutes of the Regular Meeting held June 15th 2018 and the Minutes of the Special Meeting held June 18th 2018 be approved.

Roll call yes, Beres, Pacillo, Carried.

ADM

COMMUNICATION # 1

CAROLYN NICOMETO, Appointed
COMPTROLLER

Letter from Mayor appointing CAROLYN NICOMETO to the position of COMPTROLLER effective 6/15/2018.
Certification of Eligible attached.

Motion by Beres, seconded by Pitillo, approve appointment, receive & file, note roster card.

Roll call yes, Carried.

CITY COUNCIL

COMMUNICATION # 2

RONALD SCHULTZ, Appointed
2nd WARD COUNCILPERSON

Resolution #14 from City Council on 6/18/18 appointing RONALD SCHULTZ to the position of 2ND WARD COUNCILPERSON effective 6/18/18 until 12/31/18.
Resolution attached.

Motion by Beres, seconded by Pitillo, receive & file, note roster card.

Roll call yes, Carried.

ADM

COMMUNICATION # 3

LISA FUCINA, Appointed
COMPLAINT WRITER

Letter from the Director of Public Safety dated 6/20/18 appointing LISA FUCINA to the position of COMPLAINT WRITER effective 6/25/18.
Certification of Eligible attached.

Motion by Beres, seconded by Pitillo, approve appointment, receive & file, note roster card.

Roll call yes, Carried.

DPW

COMMUNICATION # 4

JOHN MARSILLO
SANITATION MEO

Letter from Commissioner of Public Works dated 6/25/18 moving JOHN MARSILLO from MOTOR EQUIPEMENT OPERATOR to SANITION MOTOR EQUIPMENT OPERATOR.
Letter Attached.

Motion by Beres, seconded by Pitillo, receive & file, note roster card.

Roll call yes, Carried.

SCHOOL

COMMUNICATION # 5

ROBERT SIREIKA, Appointed
TEMP DIRECTOR OF FACILITIES II

MSD426 from Superintendent dated 7/5/18 appointing ROBERT SIREIKA to the TEMPORARY position of DIRECTOR OF FACILITES II from 6/25/18-9/25/18.
MSD426 Attached.

Motion by Pitillo, seconded by Beres, approve appointment, receive & file, note roster card.

Roll call yes, Carried.

PUBLIC

COMMUNICATION # 6

ROBERT SIREIKA
DIRECTOR OF FACILITIES II

Letter from Alan Smithee dated 6/26/18 requesting investigation of qualifications and integrity of ROBERT SIREIKA because he was temporarily appointed to the position of DIRECTOR OF FACILITIES II.
Letter attached.

Secretary to forward to School Board for further investigation.

Motion by Beres, seconded by Pitillo, disapprove reclassification, receive & file.

Roll call yes,

Carried.

SCHOOL

COMMUNICATION # 7

MSD222, Denied
DIRECTOR OF FACILITIES II

MSD222 reviewed by New York State Department of Civil Service on 6/29/18, declined reclassification to MANAGER OF MAINTENANCE AND OPERATIONS, must remain DIRECTOR OF FACILITIES II.
Communication attached.

Motion by Beres, seconded by Pitillo, disapprove reclassification, receive & file.

Roll call yes,

Carried.

FIRE

COMMUNICATION # 8

GENE OLIVIERI, Appointed
FIRE LIEUTENANT

Letter from Mayor dated 7/9/18 appointing GENE OLIVIERI to the position of FIRE LIEUTENANT effective immediately.
Certification of Eligible Attached.

Motion by Pitillo, seconded by Beres, approve appointment, receive & file, note roster card.

Roll call yes,

Carried.

Secretary to mail Disposition of Veterans Credit form to NYS Civil Service.

FIRE

COMMUNICATION # 9

TAYLOR MICHAELS, Appointed
FIREFIGHTER

Letter from Director of Public Safety appointing TAYLOR MICHALES to the position of FIREFIGHTER effective 7/18/18.
Certification of Eligibles attached.

Motion by Beres, seconded by Pitillo, approve appointment, receive & file, note roster card.

Roll call yes,

Carried.

LIBRARY

COMMUNICATION # 10

NAHIDA CHOWDHURY, Appointed
PAGE PT

MSD426 from Library appointing NAHIDA CHOWDHURY to the position of PAGE PT effective 7/21/18.
MSD426 attached.

Motion by Beres, seconded by Pitillo, receive & file, note roster card.

Roll call yes,

Carried.

Motion by Beres, seconded by Pitillo, to adjourn meeting.

Adjourned,

Karen Marciniak, Secretary

SPECIAL MEETING OF THE LACKAWANNA CIVIL SERVICE COMMISSION HELD ON AUGUST 20 2018
CALLED TO ORDER BY CHAIRPERSON SHARON BERES.

ROLL CALL PRESENT: SHARON BERES
 ANGELO PITILLO
 KAREN MARCINIAK

SCHOOL

COMMUNICATION #1

DIRECTOR OF FACILITIES II
Canvass Procedure

Commission reviewed policy and practice of sending
Canvass letters.

Motion by Pitillo, seconded by Beres, revoke Certification of Eligible List dated 7/30/18, mail canvass to
Director of Facilities II list, create a procedure for email canvass before utilizing.

Roll call yes, Beres, Pitillo

Carried.

Motion by Beres, seconded by Pitillo, to adjourn meeting.

Adjourned,

Karen Marciniak, Secretary

ROLL CALL PRESENT: SHARON BERES
 ANGELO PITILLO
 KAREN MARCINIAK

RESOLUTION #1

BE IT FURTHER RESOLVED: that the eligible list for said position be and is hereby established as of September 14, 2018.

RESOLUTION # 2

Motion by Beres, seconded by Pitillo, adopt resolution #2
Roll call yes, Carried.

RESOLUTION # 3

Motion by Beres, seconded by Pitillo, adopt resolution #3
Roll call yes, Carried.

POL

COMMUNICATION #

DAVE T. WOLF, Appointed
POLICE OFFICER

Letter from Mayor noting appointment of DAVE T. WOLF to the position of POLICE OFFICER effective 8/1/18.
Certification of Eligible Attached EL 62339

Motion by Beres, seconded by Pitillo, receive & file, note roster card.
Roll call yes, Carried.

POL

COMMUNICATION #

WAHEB A. NOMAN, Appointed
POLICE OFFICER

Letter from Mayor noting appointment of WAHEB A. NOMAN to the position of POLICE OFFICER effective 8/2/18.
Certification of Eligible Attached EL 62339

Motion by Pitillo, seconded by Beres, receive & file, note roster card.
Roll call yes,

Carried.

POL

COMMUNICATION #

Mary Ann Harris, Appointed
POLICE MATRON

Letter from Director of Public Safety appointing MARY ANN HARRIS to the position of POLICE MATRON effective 8/3/18.
Application attached.

Motion by Pitillo, seconded by Beres, receive & file, note roster card. Secretary to submit for reclassification of position.
Roll call yes,

Carried.

FIRE

COMMUNICATION #

CATHERINE C. ADAM, Appointed
FIREFIGHTER

Letter from Mayor noting appointment of CATHERINE C. ADAM to the position of FIREFIGHTER effective 8/10/18.
Certification of Eligible Attached EL 62339

Motion by Beres, seconded by Pitillo, receive & file, note roster card.
Roll call yes,

Carried.

FIRE

COMMUNICATION #

ANTHOY D.J. TURNER, Appointed
FIREFIGHTER

Letter from Mayor noting appointment of ANTHONY D.J. TURNER to the position of FIREFIGHTER effective 8/13/18.
Certification of Eligible Attached EL 62339

Motion by Beres, seconded by Pitillo, receive & file, note roster card.
Roll call yes,

Carried.

ADM

COMMUNICATION #

DEANNA L. KOWALSKI, Appointed
ACCOUNT CLERK TYPIST

Letter from Mayor appointing DEANNA KOWALSKI to the position of ACCOUNT CLERK TYPIST effective 8/13/18.
Certification of Eligible Attached EL 17001

Motion by Beres, seconded by Pitillo, receive & file, note roster card.
Roll call yes,

Carried.

LAW

COMMUNICATION #

RICHARD S. JUDA, Appointed
ASSISTANT ATTORNEY

Letter from Mayor appointing RICHARD S. JUDA to the position of ASSISTANT ATTORNEY effective 8/22/18.

Motion by Beres, seconded by Pitillo, receive & file, note roster card.
Roll call yes,

Carried.

DPW

COMMUNICATION #

JAMES J ZUHLKE, Appointed
MOTOR EQUIPMENT OPERATOR

Letter from Mayor appointing JAMES ZUHLKE to the
position of MOTOR EQUIPMENT OPERATOR
effective 8/27/18.
Application attached.

Motion by Beres, seconded by Pitillo, receive & file, note roster card.
Roll call yes,

Carried.

POL

COMMUNICATION #

Jeffrey D. Welsh, Retire
POLICE

Letter from NYSLRS noting retirement of JEFFREY
D. WELCH from the position of POLICE OFFICER
effective 8/31/18.

Motion by Beres, seconded by Pitillo, receive & file, note roster card.
Roll call yes,

Carried.

DPW

COMMUNICATION #

JOSEPH GEHEN, Appointed
MOTOR EQUIPMENT OPERATOR

Letter from Mayor appointing JOSEPH GEHEN to the
position of MOTOR EQUIPMENT OPERATOR
effective 9/4/2018.
Application attached.

Motion by Beres, seconded by Pitillo, receive & file, note roster card.
Roll call yes,

Carried.

SCHOOL

COMMUNICATION #

ROBERT SIREIKA
DIRECTOR OF FACILITIES II

Letter received 8/23/18 from Christopher Plandowski
stating work history of Robert Sireika from 2005-2011

Motion by Beres, seconded by, Pitillo, receive & file.
Roll call yes,

Carried.

Motion by, seconded by, to adjourn meeting.

Adjourned,

Karen Marciniak, Secretary