

October Regular Meeting AGENDA

City Council Chambers – 9:15 AM

Roll Call: Angelo Pitillo – Chairperson
Ralph Galanti – Commissioner
Daniel M. Hawrylczak – Commissioner
Sharon Beres – Secretary
Shannon Falbo – Account Clerk Typist

Motion to open meeting by, Seconded by.

1. REVIEW MEETING MINUTES

- a. Regular Meeting Minutes 9/15/2023

Motion to approve meeting minutes #1 by, Seconded by.

2. RESOLUTION #1

WHEREAS, the open competitive examination for the position of ASSESSOR'S AIDE #68743 in and for the City of Lackawanna was held June 10, 2023 and said examination was prepared and rated by the New York State Department of Civil Service at the request of this Commission,

NOW AND 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 October 20, 2023 as required by New York State Department of Civil Service.

Motion to adopt and file resolution #1 by, Seconded by.

3. RESOLUTION #2

WHEREAS, the open competitive examination for the position of FIRE CAPTAIN #74210 in and for the City of Lackawanna was held June 24, 2023 and said examination was prepared and rated by the New York State Department of Civil Service at the request of this Commission,

NOW AND 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 October 20, 2023 as required by New York State Department of Civil Service.

Motion to adopt and file resolution #2 by, Seconded by.

4. RESOLUTION #3

WHEREAS, the open competitive examination for the position of TENANT RELATIONS ASSISTANT #62293 in and for the City of Lackawanna was held August 5, 2023 and said examination was prepared and rated by the New York State Department of Civil Service at the request of this Commission,

NOW AND 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 October 20, 2023 as required by New York State Department of Civil Service.

Motion to adopt and file resolution #3 by, Seconded by.

5. MSD 222-New Position Duties Statement

a. SCHOOLS

- i. Minority Group Specialist – One (1) Dated 9/6/2023
- ii. Account Clerk Typist – Two (2) Dated 9/15/2023
- iii. Teacher's Aides – one (1) Dated 9/25/2023, Spanish Speaking

Motion to approve and file #5 by, Seconded by.

6. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE

a. CITY

- i. Malia Pacillo – Cleaner (PT) – RESIGNATION – 9/15/2023
- ii. Michael Elvers – Laborer – Seasonal TERMINATED 9/1/2023 (END SUPPOSED TO BE 9/1/23)
- iii. Shannon Falbo – Account Clerk Typist – LOA Assignment Comptroller's Office to Personnel Office 9/25/23-9/24/24

Motion to receive and file and note roster card #6 by, Seconded by.

7. COMPETITIVE

a. CITY

- i. Michelle E. America – Account Clerk Typist – Temporary – EL 20232 9/25/23-9/24/24

Motion to receive and file and note roster card #7 by, Seconded by.

8. EXEMPT

a. CITY

- i. John J. Kuryak – Commissioner of Public Works – Letter Effective 9/11/2023
- ii. Chuck Clark – Member of Planning & Development Board
- iii. Deborah Sulski-Wakelam – Member of Planning & Development Board 10/10/23

Motion to receive and file and note roster card #8 by, Seconded by.

9. LABOR

a. CITY

- i. Diane Beechem – Cleaner (PT) – PERMANENT – 9/18/2023
- ii. Michael Elvers – Laborer – Seasonal – 10/16/23-4/14/2024
- iii. Michelle Bowen-Lakso – Recreation Attendant – 9/12/2023 Internal position Van Driver Senior Center

Motion to receive and file and note roster card #9 by, Seconded by.

10. EXAMS *(Informational—No Action Necessary)*

- a. Exams Pending Results
 - i. Police Officer – 9/9/2023
- b. Exams Announced
 - i. Police Captain – 10/21/2023
- c. Exams Requested to NYS *(no date/not announced yet)*
 - i. Code Enforcement Officer
 - ii. Complaint Writer/Dispatcher
 - iii. Firefighter
 - iv. Principal Account Clerk
 - v. Animal Control Officer

11. TABLED ITEMS

- a. MSD-222 (Schools)—Requested Title: Library Clerk (PT) Original 7/8/23 New 10/3/23
(Waiting on response from schools to see if this is non-competitive PT Library Clerk position or competitive Library Assistant Position. The schools merged both job specs onto the MSD-222.)
- b. Signal Maintenance Worker CSC MTG 6/15/2022; 4/28/2023

12. WRITTEN REQUEST

- a. Gary Nowak submitted written request to be considered active on Custodian EL 20231. Did not return Canvass letter due 5/15/23, removed from list.

13. ADJOURNMENT

Motion by, seconded by to adjourn #13.