

## **JANUARY 24, 2025 REGULAR MEETING AGENDA**

City Council Chambers 9:15 AM

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

Motion by Kuryak, seconded by Galanti to open meeting.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **1. REVIEW MEETING MINUTES**

A. Regular Meeting Minutes 12/19/2024

Motion by Kuryak, seconded by Galanti to approve minutes.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **2. INFORMATION MEMORANDA**

A. IM-01-25 Annual Report

1. 2024 User's Guide to Completing the Annual Report on the Web
2. 2024 Annual Report Worksheet

Motion by Hawrylczak, seconded by Galanti to receive and file.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **3. POLICY ADVISORY REPORT**

- A. PAR 18-24 World Trade Center Sick Leave Reimbursement Program & Attestation
- B. PAR 19-24 – Revisions to Civil Service Law Section 72 final
- C. PAR 20-24 HELPS Extension final

Motion by Hawrylczak, seconded by Kuryak to receive and file 3B. Secretary to forward to City Attorney to review.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

Motion by Kuryak, seconded by Hawrylczak to receive and file 3A & 3C.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **4. RESOLUTION 1 POLICE CAPTAIN # 74744**

POLICE CAPTAIN EL 74744, Establish 02/23/24 Expiration 02/23/25, Extend to 02/23/26, 2<sup>nd</sup> year

**BE IT HEREBY RESOLVED:** that the eligible list for the position of POLICE OFFICER #74744 established on February 23, 2024 and expiring on February 23, 2025 be and is hereby extended for a period of one year commencing February 23, 2025 and expiring on February 23, 2026.

Motion by Hawrylczak, seconded by Galanti to adopt Resolution 1.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **5. MSD222**

A. SCHOOL

1. Requested title: ACCOUNT CLERK (02) Sec 7 signed 01/16/25; no update job specification
2. Requested title: MAINTENANCE WORKERS (SCHOOL) (03) Sec 7 signed 01/23/25; no update job specification

Motion by Kuryak, seconded by Galanti to classify 5A1 (2) Competitive Account Clerk positions. Secretary to return to school district to execute section 9.

- Position Card, ACCOUNT CLERK / ACCOUNT CLERK TYPIST, (22) Permanent, (7) Provisional Expired, (2) Vacant

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

Motion by Kuryak, seconded by Galanti to classify 5A2 (3) Non-Competitive Maintenance Workers (School) positions. Secretary to return to school district to execute section 9.

- Position Card, MAINTENANCE WORKERS (SCHOOL), (6) filled, (3) Vacant

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

## **6. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE**

### **A. CITY**

1. Galanti, Katherine – Members of Planning and Development Board – Resign 12/31/24
2. Katra, Theodore – Fire Lieutenant – Retire 01/11/25
3. Kuszniaj, Amanda – Provisional Account Clerk Typist - Termination corrected to from 12/31/24 to 12/24/2024
4. Marion, Jeffrey – Assistant City Attorney – Resign 01/03/25
5. Mohamed, Azaldeen - Zoning Board Members – Term Expired 12/31/24
6. Beres, David - Zoning Board Members – Term Expired 12/31/24
7. Omar, Abdul-Fattah – Police Officer- Leave of Absence 01/01/25-01/31/25
8. Tarrio, Aydan – Seasonal Laborer – End 12/31/24

### **B. LIBRARY**

1. Fitzpatrick, Lisa – Library Assistant – Retire 11/30/24

### **C. SCHOOL**

1. Doyle, Delinda - Teacher's Aides – Retire 12/10/24
2. Knighter, Sidea – Teacher's Aides – Removed 12/13/24
3. Sadoun, Imane – Teacher's Aides – LOA 11/18/24 thru 11/28/25
4. Staniszewski, David – Motor Equipment Operator – Retire 12/30/24

Motion by Kuryak, seconded by Galanti to note roster card, receive & file.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

## **7. EXEMPT**

### **A. CITY**

1. Grennell, John – Assistant City Attorney – Appoint Permanent 01/23/25
2. Catuzza, David – Electrical Board – Term 01/03/24 thru 12/31/27
3. Eckert, Daniel – Electrical Board – Term 01/03/24 thru 12/31/27
4. Joyce, Michael – Electrical Board – Term 01/03/24 thru 12/31/27
5. Penders, Robert – Electrical Board – Term 01/03/24 thru 12/31/27
6. Simoncelli, Edward – Electrical Board – Term 01/03/24 thru 12/31/27
7. Abdullah, Mona – Members of Planning and Development Board – Term 01/06/25 thru 12/31/25
8. Stampone, Thomas – Member of Zoning Board of Appeals – Term 01/02/25 thru 12/31/27
9. Haxton, Andrea – Library Board – Term 01/01/25 thru 12/31/2029
10. Stachowski, Greg – Library Board – Term 01/01/25 thru 12/31/2029

Motion by Hawrylczak, seconded by Kuryak to note roster card, receive & file.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

## **8. NON-COMPETITIVE**

### **A. SCHOOL**

1. Joba, Aysha – Teacher's Aides – Appoint Permanent 01/02/25
2. Moskal, Stephanie – Teacher's Aides – Appoint Permanent 01/02/25

Motion by Kuryak, seconded by Hawrylczak to approve application, note roster card, receive & file.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

## **9. COMPETITIVE**

### **A. CITY**

1. Catuzza, Michael – Fire Lieutenant – Appoint Permanent 01/17/25 - EL 75994
2. Gibson, James – Account Clerk Typist – Appoint Permanent 01/27/25 – EL 24005-001

### **B. SCHOOL**

1. Rappa, Jessica – Account Clerk – Change in assignment from 10-month to 12-month, Nursing Department

Motion by Galanti, seconded by Kuryak to approve appointment, note roster card, note eligible list, receive & file.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

APPROVE APPOINTMENT, NOTE ROSTER CARD, NOTE ELIGIBLE LIST, RECEIVE AND FILE

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

A. Exams Announced

1. City Comptroller #60012-550 – Open Competitive Exam Date 03/01/25, Application deadline 01/29/25
2. Microcomputer Technical Support Specialist #88607-010 Open Competitive Exam Date 03/15/25, Application deadline 02/11/25

B. Exams Pending Results

1. Police Captain #70003-410 – Promotional Exam Date 11/09/24

C. Exams Requested to NYS (*no date/not announced yet*)

1. Animal Control Officer
2. District Printer (Printing Machine Operator)
3. Principal Account Clerk
4. Fire Captain
5. Fire Lieutenant
6. Custodian – RESUBMIT

**11. ADJOURNMENT**

Motion by Hawrylczak, seconded by Kuryak adjourn.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

**NOTE: Next meeting 2/21/25 @ 9:15 AM City Council Chambers**

## **FEBRUARY 21, 2025 REGULAR MEETING AGENDA**

City Council Chambers 9:15 AM

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

Motion by Kuryak, seconded by Galanti to open meeting.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **1. REVIEW MEETING MINUTES**

A. Regular Meeting Minutes 01/24/2025

Motion by Galanti, seconded by Hawrylczak to approve minutes.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **2. INFORMATION MEMORANDA**

A. IM-02-25 Examination Services Fees 2024

1. 2024\_Municipal\_Examination\_Fee\_Billing\_Instructions

2. List of Decentralized Examination Programs 2024

B. IM-03-25 NY HELPS EXTENSION

Motion by Kuryak, seconded by Hawrylczak to receive and file.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **3. RESOLUTION 1 LIBRARY ASSISTANT # 61956**

LIBRARY ASSISTANT EL 61956, Establish 01/25/25 Expiration 01/25/26, Held in and for Erie County Civil Service

WHEREAS, the open competitive examination for the position of LIBRARY ASSISTANT in and for the County of Erie was held September 1, 2023 and said examination was prepared and graded by the New York State Department of Civil Service at the request County of Erie Civil Service 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 January 25, 2025 as required by New York State Department of Civil Service.

Motion by Hawrylczak, seconded by Galanti to adopt Resolution #1

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **4. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE**

A. CITY

1. Lakso, Brian – Director of Parks and Recreation – Resign 02/13/25

B. SCHOOL

1. Gibson, James – Account Clerk, Provisional – Resign 01/24/25

Motion by Kuryak, seconded by Hawrylczak to note roster card, receive & file.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

### **5. NON-COMPETITIVE**

A. CITY

1. Flack, William – Recreation Attendant, internal Van Driver – Appoint Permanent 01/28/2025

Motion by Hawrylczak, seconded by Galanti to approve application, note roster card, receive & file.

YEAS: Hawrylczak, Galanti, Kuryak

## **6. COMPETITIVE**

### **A. LIBRARY**

1. Berning, Tracey – Library Assistant – Appoint Permanent 01/25/25 - EL 61956

Motion by Galanti, seconded by Hawrylczak to approve appointment, note roster card, note eligible list, receive & file.  
YEAS: Hawrylczak, Galanti, Kuryak Carried 3-0

## **7. EXAMS** (*Informational—No Action Necessary*)

### **A. Exams Pending Results**

1. Police Captain #70003-410 – Promotional Exam Date 11/09/24

### **B. Exams Closed**

1. City Comptroller#60012-550, no applications received by deadline 01/29/25, Exam Date 03/01/25 cancelled
2. Microcomputer Technical Support Specialist #88607-010 Open Competitive Exam Date 03/15/25

### **C. Exams Requested to NYS** (*no date/not announced yet*)

1. Animal Control Officer
2. District Printer (Printing Machine Operator)
3. Principal Account Clerk
4. Fire Captain
5. Fire Lieutenant
6. Custodian – RESUBMIT

## **8. ADJOURNMENT**

Motion by Kuryak, seconded by Hawrylczak to adjourn.  
YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

**NOTE: Next meeting 03/21/25 @ 9:15 AM City Council Chambers**