

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, 2nd 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. Tarrío, 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

MARCH 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 Hawrylczak, seconded by Kuryak to open meeting. Carried 3-0
YEAS: Hawrylczak, Galanti, Kuryak

1. REVIEW MEETING MINUTES

A. Regular Meeting Minutes 02/21/2025

Motion by Kuryak, seconded by Hawrylczak to approve minutes. Carried 3-0
YEAS: Hawrylczak, Galanti, Kuryak

2. 2024 ANNUAL REPORT

Motion by Hawrylczak, seconded by Galanti to approve 2024 Annual Report, file, and forward services rendered letter to school district. Carried 3-0
YEAS: Hawrylczak, Galanti, Kuryak

3. INFORMATION MEMORANDA

1. IM-04-25 Continuous Recruitment Option for Entry-level Law Enforcement, Firefighter, and Correction Officer
2. IM-05-25 Clean Slate Act
3. IM-06-25 Civil Service Institute - 2025
4. IM 07-25 Changes to Scoring - Fire Exams Above the Entry-Level
 - A. Band Scoring - Fire Advisory Committee
5. IM 08-25 Executive Order 47.3 - Impact of CO Strike

Motion by Hawrylczak, seconded by Kuryak to receive and file items 3.1-3.4. Carried 3-0
YEAS: Hawrylczak, Galanti, Kuryak

Motion by Hawrylczak, seconded by Kuryak to forward item 3.5 to City Attorney for opinion on legality of Executive Order. Carried 3-0
YEAS: Hawrylczak, Galanti, Kuryak

4. RESOLUTION 1 POLICE CAPTAIN # 70003-410

POLICE CAPTAIN EL 70003-410, HELD ON 11/09/2024

WHEREAS, the promotional examination for the position of POLICE CAPTAIN EXAM #70003-410 in and for the City of Lackawanna was held November 09, 2024 and said examination was prepared and graded 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 March 21, 2025 as required by New York State Department of Civil Service.

Motion by Kuryak, seconded by Galanti to adopt Resolution #1 Carried 3-0
YEAS: Hawrylczak, Galanti, Kuryak

5. RESOLUTION 2 FIREFIGHTER # 60405

FIREFIGHTER EL 60405, HELD ON 01/13/24, ESTABLISHED 04/12/24, EXPIRING 04/12/26

BE IT HEREBY RESOLVED: that the eligible list for the position of FIREFIGHTER established on April 12, 2024 and expiring on April 12, 2025 is hereby extended for a period of one year commencing April 12, 2025 and expiring on April 12, 2026.

Motion by Hawrylczak, seconded by Galanti to adopt Resolution #2

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

6. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE

A. CITY

- 1. Eszak, Christopher – Laborer Assignment Sanitation – LOA 03/05/25 – 03/05/26
- 2. Gable, Deborah – Assessor’s Aide – LOA end 03/09/25, resume position 03/10/25
- 3. Gaughan, John – City Attorney – Resign 03/31/25
- 4. Omar, Abdul – Police Officer – LOA 03/01/25-03/14/25; resume position 03/15/25
- 5. Thomas, Edward – Recreation Attendant Assignment Van Driver, Terminated 12/30/24

B. LIBRARY

- 1. Edhom, Pamela – Library Director I – LOA 03/08/25-09/06/25

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

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

7. COMPETITIVE

A. CITY

- 1. Dole, Jacqueline – City Comptroller – Appoint Provisional 01/25/25 – Exam request

Motion by Kuryak, seconded by Hawrylczak to approve provisional appointment, note roster card, note eligible list, request exam, and receive & file.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

8. NON-COMPETITIVE

A. CITY

- 1. Milks, Michael – City Assessor – Appoint Term 03/10/25-09/30/25

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

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

9. EXAMS (Informational—No Action Necessary)

A. Exams Pending Results

- 1. Microcomputer Technical Support Specialist #88607-010 Open Competitive Exam Date 03/15/25

B. 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

10. ADJOURNMENT

Motion by Hawrylczak, seconded by Galanti to adjourn.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

NOTE: Next meeting 04/25/25 @ 9:15 AM City Council Chambers

APRIL 23, 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 Hawrylczak to open meeting. Carried 3-0
YEAS: Hawrylczak, Galanti, Kuryak

1. REVIEW MEETING MINUTES

A. Regular Meeting Minutes 03/21/25

Motion by Galanti, seconded by Kuryak to approve minutes. Carried 3-0
YEAS: Hawrylczak, Galanti, Kuryak

2. INFORMATION MEMORANDA

- 1. IM 08-25 Executive Order 47.3 - Impact of CO Strike
- 2. IM_09_25_Executive_Order 47.4 UPDATE

Motion by Kuryak, seconded by Galanti to receive and file. Carried 2-0
ABSTAIN: Hawrylczak
YEAS: Galanti, Kuryak

3. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE

A. CITY

- 1. Moran, Kathleen – Clerk, Assignment Parks and Recreation – LOA 03/28/25-03/28/26

B. SCHOOL

- 1. Bustamante, Yader – Minority Group Specialist – Resign 02/2/2025
- 2. Ervin, Ramona – Account Clerk Typist – Deceased 03/10/2025
- 3. Gibson, James – Account Clerk, Provisional – Resign 01/25/2025
- 4. Hart, Samantha – Teacher’s Aides – Resign 01/10/2025
- 5. Johnson, Paul – Maintenance Worker – Removed 12/19/2024
- 6. Kupkowski-Tos, Marcia – Printing Machine Operator - Retire 01/30/2025
- 7. Staniszewski, David – Motor Equipment Operator – Retire 12/30/2024

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

4. COMPETITIVE

A. SCHOOL

- 1. Capodicasa, Stacey – Account Clerk - Appoint Permanent 03/18/2025 EL 24010-001
- 2. Omar, Yaseen – District Printer – Appoint Provisional 01/17/2025 – Exam request
- 3. VanHouten, Sara – Custodian – Appoint Provisional 02/14/2025 – Exam request

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

Motion by Galanti, seconded by Hawrylczak to approve provisional appointment, note roster card, request exam, and receive & file. Carried 3-0
YEAS: Hawrylczak, Galanti, Kuryak

5. NON-COMPETITIVE

A. LIBRARY

1. Tyrpak, Kelly – Clerk (PT) – Appoint Permanent 03/22/25

B. SCHOOL

1. Eddy, Thomas – Maintenance Worker – Appoint Permanent 03/03/2025
2. Saeed, Archie – Maintenance Worker – Appoint Permanent 01/17/2025
3. Kwasniewski, Mark – Motor Equipment Operator – Appoint Permanent 11/21/2024
4. Algabry, Zubaida – Teacher's Aides – Appoint Permanent 03/18/2025
5. Cordero, Sheira – Teacher's Aides – Appoint Permanent 02/24/2025
6. Kaid, Rayan – Teacher's Aides – Appoint Permanent 03/18/2025
7. Pham, Christina – Teacher's Aides – Appoint Permanent 03/10/2025
8. Sonberg, Melanie – Teacher's Aides – Appoint Permanent 04/07/2025

Motion by Hawrylczak, seconded by Kuryak to approve appointment, note roster card, receive & file.
YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

6. UNCLASSIFIED

A. CITY

1. Kwiatkowski, Arianna – City Attorney – Appoint Permanent 04/16/2025
2. Moran, Kathleen – Director of Parks and Recreation – Appoint Permanent 03/28/25

Motion by Galanti, seconded by Kuryak to approve appointment, note roster card, receive & file.
YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

7. COURT

- A. Gaughan, John – Associate City Court Judge – Appoint 6-year term 04/01/2025-03/31/2031

Motion by Kuryak, seconded by Hawrylczak to receive & file.
YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

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

A. Exams Pending Results

1. Microcomputer Technical Support Specialist #88607-010 Open Competitive Exam Date 03/15/25

B. Exams Announced

1. Fire Captain 70005-850, Open 04/09/25, Applications Due 05/07/25, Exam 06/28/25
2. Fire Lieutenant 70005-890, Open 04/09/25, Applications Due 05/07/25, Exam 06/28/25

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

1. Animal Control Officer
2. City Comptroller
3. District Printer (Printing Machine Operator)
4. Principal Account Clerk
5. Custodian – RESUBMIT

9. ADJOURNMENT

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

Carried 3-0

NOTE: Next meeting 05/30/2025 @ 9:15 AM City Council Chambers

MAY 30, 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. RESOLUTION 1

COMPLAINT WRITER - DISPATCHER EL 85100-010, HELD 01/27/24, ESTABLISHED 05/31/24, EXTEND 5/31/26

BE IT HEREBY RESOLVED: that eligible list 85100-010 for the position of COMPLAINT WRITER - DISPATCHER established on May 31, 2024 and expiring on May 31, 2025 be and is hereby extended for a period of one year commencing on May 31, 2025 and expiring on May 31, 2026.

Motion by Hawrylczak, seconded by Kuryak to extend Eligible List 85100-010 to 05/31/26.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

2. MSD222

A. LCSD

1. CLEANER, PERMANENT, LABOR, 5 positions requested
2. TEACHER'S AIDES, SEASONAL, NON-COMPETITIVE, 9 positions requested

Motion by Kuryak, seconded by Galanti to classify (5) permanent CLEANER positions to the LABOR class. Secretary to forward to Lackawanna City School District to execute Section 9.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

Motion by Hawrylczak, seconded by Hawrylczak to classify (9) seasonal TEACHER'S AIDES positions to the NON-COMPETITIVE class. Secretary to forward to Lackawanna City School District to execute Section 9.

YEAS: Hawrylczak, Galanti, Hawrylczak

Carried 3-0

3. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE

A. CITY

1. Anderson, Kelsey – Deputy City Clerk – Resign 04/27/25
2. Algawani, Michael – Planning and Development Board – Terminate 04/30/25
3. Hawrylczak, Daniel – Civil Service Commission, Chairperson – Remove 05/31/25

B. SCHOOL

1. Omar, Yaseen – Printing Machine Operator, Provisional – Resign 05/06/25

Motion by Kuryak, seconded by Galanti to note roster card, receive & file items 3A1, 3A2, 3B1.

YEAS: Hawrylczak, Galanti, Hawrylczak

Carried 3-0

Motion by Galanti, seconded by Kuryak to table item 3A3. Request clarification from Law Department.

ABSTAIN: Hawrylczak

YEAS: Galanti, Kuryak

Carried 2-0

4. COMPETITIVE

A. CITY

1. Anderson, Kelsey – Account Clerk Typist – Temporary 04/28/25-04/27/26, EL 24005-005

B. SCHOOL

1. Bader, Lynn – Account Clerk – Appoint Provisional 05/09/25

Motion by Hawrylczak, seconded by Galanti to approve appointments, note roster card, note eligible list 24005-005, request Account Clerk exam, and receive & file.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

5. NON-COMPETITIVE

A. CITY

1. Woods, Maymi – School Crossing Guard (PT) – 04/28/25

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

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

Carried 3-0

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

A. Exams Pending Results

1. Microcomputer Technical Support Specialist #88607-010 Open Competitive Exam Date 03/15/25

B. Exams Announced

1. Fire Captain 70005-850, Open 04/09/25, Applications Due 05/07/25, Exam 06/28/25
2. Fire Lieutenant 70005-890, Open 04/09/25, Applications Due 05/07/25, Exam 06/28/25

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

1. Animal Control Officer
2. City Comptroller
3. District Printer (Printing Machine Operator)
4. Principal Account Clerk
5. Custodian – RESUBMIT
6. Police Chief

7. ADJOURNMENT

Motion by Hawrylczak, seconded by Galanti to adjourn.

YEAS: Hawrylczak, Galanti, Kuryak

Carried 3-0

NOTE: Next meeting 06/27/2025 @ 9:15 AM City Council Chambers

JUNE 18, 2025 SPECIAL MEETING AGENDA - REORGANIZATION

City Council Chambers 9:15 AM

Roll Call: Ralph Galanti – Commissioner
 John Kuryak - Commissioner
 Sharon Beres – Secretary
 Shannon Falbo – Account Clerk Typist

1. OPEN MEETING

Motion by Kuryak, seconded by Galanti to open meeting.
YEAS: Galanti, Kuryak

Carried 2-0

2. UNTALBLE CSM 05/30/25 ITEM 3A3

Motion by Kuryak, seconded by Galanti to un-table CSM 05/30/25 item 3A3.
YEAS: Galanti, Kuryak

Carried 2-0

Motion by Kuryak, seconded by Galanti to strike CSM 05/30/25 item 3A3.
YEAS: Galanti, Kuryak

Carried 2-0

3. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE

A. CITY

1. Hawrylczak, Daniel – Civil Service Commission, Chairperson – Resign 06/17/25

Motion by Kuryak, seconded by Galanti to note roster card, receive and file.
YEAS: Galanti, Kuryak

Carried 2-0

4. UNCLASSIFIED

A. CITY

1. DePasquale, Jeffrey – Civil Service Commission – Appointment Term 06/18/25-05/31/28

Motion by Kuryak, seconded by Galanti to note roster card, receive and file.
YEAS: Galanti, Kuryak

Carried 2-0

5. RESOLUTION 1 DESIGNATE CHAIRPERSON, LACKAWANNA CIVIL SERVICE COMMISSION

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

Motion by Galanti, seconded by DePasquale to adopt Resolution #1.
ABSTAIN: Kuryak
YEAS: Galanti, DePasquale

Carried 2-0

6. RESOLUTION 2 APPOINT SECRETARY, LACKAWANNA CIVIL SERVICE COMMISSION

BE IT HEREBY RESOLVED: that Sharon Beres, 340 Willet Road, be appointed Secretary to the Lackawanna Civil Service Commission.

Motion by Kuryak, seconded by Galanti to adopt Resolution #2.
YEAS: Kuryak, Galanti, DePasquale

Carried 2-0

7. RESOLUTION 3 EMPOWER SECRETARY TO CERTIFY PAYROLLS WITH SIGNATURE

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 their signature shall be sufficient evidence of our certification.

Motion by DePasquale, seconded by Galanti, adopt Resolution #3.
YEAS: Kuryak, Galanti, DePasquale

Carried 2-0

8. ADJOURN REORGANIZATION MEETING

Motion by Kuryak, seconded by Galanti, adopt Resolution #3.
YEAS: Kuryak, Galanti, DePasquale

Carried 2-0

NOTE: Regular meeting to immediately follow.

JUNE 18, 2025 REGULAR MEETING AGENDA

City Council Chambers 9:15 AM

Roll Call:	John Kuryak	Commissioner, Chairperson
	Ralph Galanti	Commissioner
	Jeffrey DePasquale	Commissioner
	Sharon Beres	Secretary
	Shannon Falbo	Account Clerk Typist

1. OPEN MEETING

Motion by Kuryak, seconded by Galanti to open meeting.
YEAS: Kuryak, Galanti, DePasquale

Carried 3-0

2. INFORMATION MEMORANDA

- 1. IM_10_25 Minimum Requirements for ESD-PSAPs
 - A. Comparison of previous wireless PSAP standards to current (2025)
- 2. IM_11_25 Exam Dates - 2025-2026 Testing Year

Motion by Galanti, seconded by Kuryak to receive and file items.
YEAS: Kuryak, Galanti, DePasquale

Carried 3-0

3. RESOLUTION 1 MICROCOMPUTER TECHNICAL SUPPORT SPECIALIST # 88607-010

MICROCOMPUTER TECHNICAL SUPPORT SPECIALIST # 88607-010, HELD 03/15/25
ESTABLISHED: 06/18/25 EXPIRES: 06/18/26

WHEREAS, the OPEN COMPETITIVE examination for the position of MICROCOMPUTER TECHNICAL SUPPORT SPECIALIST, EXAM #70003-410 in and for the City of Lackawanna was held March 15, 2025 and said examination was prepared and graded 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 June 18, 2025 as required by New York State Department of Civil Service.

Motion by DePasquale, seconded by Galanti to adopt Resolution #1.
YEAS: Kuryak, Galanti, DePasquale

Carried 3-0

4. MSD222

- A. SCHOOL
 - 1. REQUEST (5) CLEANER, PERMANENT, LABOR, Sec 7 dated 05/06/25

Motion by Kuryak, seconded by Galanti to classify (5) permanent CLEANER positions to the LABOR class. Secretary to forward to LCSD to execute Section 9.

YEAS: Kuryak, Galanti, DePasquale

Carried 3-0

5. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE

- A. SCHOOL
 - 1. Omar, Yaseen – Printing Machine Operator, Temporary – Resign 05/06/25
 - 2. Jacobs, Tristan – Teacher’s Aides – Leave of Absence 06/28/25-06/27/25

Motion by DePasquale, seconded by Galanti to note roster card and receive & file.
YEAS: Kuryak, Galanti, DePasquale

Carried 3-0

6. COMPETITIVE

A. CITY

- 1. Sireika, Rebecca – Fire Lieutenant - Appoint Permanent 06/02/2025 EL 75994

B. SCHOOL

- 1. Bader, Lynn – Account Clerk – Appoint Provisional 05/09/25 Request exam

Motion by Kuryak, seconded by Galanti to approve appointments, note Eligible list 75994, request Account Clerk exam.
 YEAS: Kuryak, Galanti, DePasquale Carried 3-0

7. NON-COMPETITIVE

A. SCHOOL

- 1. Ahmed, Sahar – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 2. Algabry, Zubaida – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 3. Ali, Gharam – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 4. Boss, Brandy – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 5. Dulski, Kelli – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 6. Esa, Aklima – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 7. Joba, Aysha – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 8. Noman, Fatima – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 9. Noman, Nasma – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 10. Rose, Jasmine – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 11. Saleh, Nora – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 12. VanHouten, Cheryl – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 13. Weiland, Deanna – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 14. Welsh, Nora – Teacher’s Aides – Appoint Seasonal 07/07/25-08/15/25
- 15. Fanning, Timothy – Maintenance Worker – Appoint Permanent 06/30/25
- 16. Jacobs, Tristan – Maintenance Worker – Appoint Permanent 06/30/25

Motion by Galanti, seconded by DePasquale to approve appointments 7A1-7A14 pending application review and approval by 06/30/2025. Secretary to email requirement to Lackawanna City School District. Upon approval note roster card, receive & file.
 YEAS: Kuryak, Galanti, DePasquale Carried 3-0

Motion by Kuryak, seconded by Galanti to approve appointments 7A15 & 7A16, note roster card, receive and file.
 YEAS: Kuryak, Galanti, DePasquale Carried 3-0

8. UNCLASSIFIED

A. CITY

- 1. Belesovski, Christina – Deputy City Clerk – Appoint 06/02/2025

Motion by DePasquale, seconded by Kuryak to note roster card, receive and file.
 YEAS: Kuryak, Galanti, DePasquale Carried 3-0

9. EXAMS (Informational—No Action Necessary)

A. Exams Announced

- 1. Fire Captain 70005-850, Open 04/09/25, Applications Due 05/07/25, Exam 06/28/25
- 2. Fire Lieutenant 70005-890, Open 04/09/25, Applications Due 05/07/25, Exam 06/28/25

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

- 1. Animal Control Officer
- 2. City Comptroller
- 3. District Printer (Printing Machine Operator)
- 4. Principal Account Clerk
- 5. Custodian – RESUBMIT
- 6. Police Lieutenant
- 7. Code Enforcement Officer
- 8. Police Chief B

10. ADJOURNMENT

Motion by Kuryak, seconded by Galanti to close meeting.
 YEAS: Kuryak, Galanti, DePasquale Carried 3-0

NOTE: Next meeting 07/18/2025 @ 9:15 AM City Council Chambers

JULY 3, 2025 SPECIAL MEETING AGENDA

City Council Chambers 11:30 AM

Roll Call: John Kuryak – Commissioner
 Jeffrey DePasquale - Commissioner
 Sharon Beres – Secretary
 Shannon Falbo – Account Clerk Typist

1. OPEN MEETING

Motion by DePasquale, seconded by Kuryak to open meeting.
YEAS: Kuryak, DePasquale

Carried 2-0

2. MSD222

A. SCHOOL

1. Request (6) CLEANER, Seasonal, LABOR, Sec 7 dated 06/24/25

Motion by Kuryak, seconded by Galanti to classify (5) permanent CLEANER positions to the LABOR class. Secretary to forward to LCSD to execute Section 9.

YEAS: Kuryak, Galanti, DePasquale

Carried 2-0

3. ADJOURNMENT

Motion by Kuryak, seconded by Galanti to close meeting.
YEAS: Kuryak, DePasquale

Carried 2-0

NOTE: Next meeting 07/18/2025 @ 9:15 AM City Council Chambers

JULY 18, 2025 REGULAR MEETING AGENDA

City Council Chambers 9:15 AM

Roll Call: John Kuryak Commissioner, Chairperson
 Jeffrey DePasquale Commissioner
 Sharon Beres Secretary
 Shannon Falbo Account Clerk Typist

1. OPEN MEETING

Motion by Kuryak, seconded by Galanti to open meeting.

YEAS: Kuryak, DePasquale

Carried 2-0

2. REVIEW MEETING MINUTES

- A. REGULAR MEETING 03/21/2025
- B. REGULAR MEETING 04/23/2025
- C. REGULAR MEETING 05/30/2025
- D. SPECIAL MEETING 06/18/2025 - REORGANIZATION
- E. REGULAR MEETING 06/18/2025
- F. SPECIAL MEETING 07/03/2025

Motion by DePasquale, seconded by Kuryak to TABLE 2A-D.

YEAS: Kuryak, DePasquale

Carried 2-0

Motion by DePasquale, seconded by Kuryak to approve 2E-F.

YEAS: Kuryak, DePasquale

Carried 2-0

3. MSD222

- A. SCHOOL
 - 1. Request (1) Executive Director of Human Resources, Sec 7 dated 07/17/25

Motion by DePasquale, seconded by Kuryak to TABLE 2A-D.

YEAS: Kuryak, DePasquale

Carried 2-0

4. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE

- A. CITY
 - 1. Sabuda, Jason – Complaint Writer – Dispatcher, Permanent – LOA 05/12/25-05/12/26

Motion by Kuryak, seconded by DePasquale to receive, file, and note roster card.

YEAS: Kuryak, DePasquale

Carried 2-0

5. COMPETITIVE

- A. CITY
 - 1. Elling, Timothy – Firefighter, Permanent – Eligible List 60405, Effective 07/07/25
 - 2. Brott, Josiah – Firefighter, Permanent – Eligible List 60405, Effective 07/10/25
 - 3. Aziz, Adam – Firefighter, Permanent – Eligible List 60405, Effective 07/16/25
 - 4. Walsh, Angelina – Complaint Writer – Dispatcher, Temporary – Eligible List 85100, Effective 07/07/25
- B. SCHOOL
 - 1. Bowen, Jessica – Account Clerk, Provisional – Effective 07/21/25

Motion by DePasquale, seconded by Kuryak to approve, receive, file, and note roster card 5A.

YEAS: Kuryak, DePasquale

Carried 2-0

Motion by Kuryak, seconded by DePasquale to approve, receive, file, and note roster card 5B.

YEAS: Kuryak, DePasquale

Carried 2-0

6. NON-COMPETITIVE

A. SCHOOL

1. Abdulmalik, Dena – Teacher’s Aide, Seasonal – Term 07/21/25 to 08/15/2025
2. Greiner, Audrey – Teacher’s Aide, Permanent – Effective 08/26/25
3. Gable, Michael – Maintenance Person – Effective 07/28/25

Motion by Kuryak, seconded by DePasquale to receive, file, and note roster card.
YEAS: Kuryak, DePasquale

Carried 2-0

7. LABOR

A. CITY

1. Rodriguez, Matthew – Laborer, Seasonal – Term 05/05/25-08/22/25
2. Fino, Andrew – Laborer, Seasonal – Term 05/19/25-08/22/25
3. Messecar, Mason – Laborer, Seasonal – Term 06/23/25-09/15/25
4. Palmer, Rico – Laborer, Seasonal – Term 06/23/25-09/15/25

Motion by DePasquale, seconded by Kuryak to receive, file, and note roster card.
YEAS: Kuryak, DePasquale

Carried 2-0

8. EXAMS

A. Exams Pending

1. Fire Captain 70005-850, Promotional, Open 04/09/25, Applications Due 05/07/25, Exam Held 06/28/25
2. Fire Lieutenant 70005-890, Promotional, Open 04/09/25, Applications Due 05/07/25, Exam Held 06/28/25

B. Exams Requested to NYS (no date announced)

1. Account Clerk
2. Account Clerk Typist
3. Animal Control Officer
4. City Comptroller
5. Code Enforcement Officer
6. Custodian – Resubmitted
7. District Printer (formerly Printing Machine Operator)
8. Principal Account Clerk
9. Police Lieutenant
10. Police Chief B

9. EXECUTIVE SESSION – Eligible List Maintenance

Motion by Kuryak, seconded by DePasquale to move to executive session regarding maintenance of eligible lists.
YEAS: Kuryak, DePasquale

Carried 2-0

Executive Session start time: 9:42 AM

Motion by Kuryak, seconded by DePasquale to end executive session.
YEAS: Kuryak, DePasquale

Carried 2-0

Executive Session end time: 10:06 AM

Motion by Kuryak, seconded by DePasquale for Secretary to schedule meeting regarding Eligible List maintenance with the City Attorney.
YEAS: Kuryak, DePasquale

Carried 2-0

10. ADJOURNMENT

Motion by Kuryak, seconded by DePasquale to adjourn.
YEAS: Kuryak, DePasquale

Carried 2-0

NOTE: Next meeting 08/15/2025 @ 9:15 AM City Council Chambers

AUGUST 20, 2025 REGULAR MEETING AGENDA

City Council Chambers 9:15 AM

Roll Call: John Kuryak Commissioner, Chairperson
 Jeffrey DePasquale Commissioner
 Ralph Galanti Commissioner
 Sharon Beres Secretary
 Shannon Falbo Account Clerk Typist

- 1. OPEN MEETING**
- 2. REVIEW MEETING MINUTES**
 - A. REGULAR MEETING 07/18/2025
- 3. TABLED ITEMS**
 - A. REGULAR MEETING 03/21/2025
 - B. REGULAR MEETING 04/23/2025
 - C. REGULAR MEETING 05/30/2025
 - D. SPECIAL MEETING 06/18/2025 - REORGANIZATION
 - E. LCSD MSD222 Request (1) Executive Director of Human Resources, Sec 7 dated 07/17/25
- 4. RETIREMENT, RESIGNATION, TERMINATION, LEAVE OF ABSENCE**
 - A. CITY
 1. Stampone, Christopher – Police Officer – LOA 07/22/2025-07/21/2026
 2. Turner, Wanda – Minority Group Specialist – Retire 08/30/2025
 - B. LCSD
 1. McHugh, Kathleen – Account Clerk Typist – Retire 08/20/25
- 5. LABOR**
 - A. LCSD
 1. Rudick, Lorraine – Laborer, Seasonal – Term 07/22/25-08/15/25
- 6. EXAMS**
 - A. Exams Pending
 1. Fire Captain 70005-850, Promotional, Open 04/09/25, Applications Due 05/07/25, Exam Held 06/28/25
 2. Fire Lieutenant 70005-890, Promotional, Open 04/09/25, Applications Due 05/07/25, Exam Held 06/28/25
 - B. Exams Requested to NYS (no date announced)
 1. Account Clerk
 2. Account Clerk Typist
 3. Animal Control Officer
 4. City Comptroller
 5. Code Enforcement Officer
 6. Custodian – Resubmitted
 7. District Printer (formerly Printing Machine Operator)
 8. Principal Account Clerk
 9. Police Lieutenant
 10. Police Chief B
- 7. EXECUTIVE SESSION – Review of notification of disqualifications**
- 8. ADJOURNMENT**

NOTE: Next meeting 09/19/2025 @ 9:15 AM City Council Chambers