

**CITY OF SARATOGA SPRINGS CIVIL SERVICE COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBERS
WEDNESDAY MAY 23RD 2018
MINUTES**

PRESENT: MARK CACOZZA, CHAIRPERSON
ELIO DELSETTE, COMMISSIONER
PAUL KISSELBRACK, COMMISSIONER

CHAIRPERSON CACOZZA CALLED THE MEETING TO ORDER AT 9:30am and opened the public comment section. There being no one wishing to speak, Chair Cacozza closed the public comment section at 9:31am.

Commissioner Kisselbrack made a motion to approve the April 23rd 2018 Minutes. Seconded by Chair Cacozza. Ayes all.

DPW

Commissioner Kisselbrack made a motion to approve the following *Labor Class Appointment(s)*. Seconded by Commissioner DelSette. Ayes all.

Alexandra Crooks	Laborer (Carousel)	Effective 05/01/18 – 12/31/18
Sydney Cross	Laborer (Carousel)	Effective 05/10/18 – 12/31/18
Jae Fish	Laborer (Carousel)	Effective 05/01/18 – 12/31/18
Lindsey Fish	Laborer (Carousel)	Effective 05/09/18 – 10/31/18
Marjorie Leabourne	Laborer (Carousel)	Effective 05/01/18 – 12/31/18
Natalie McRoberts	Laborer (Carousel)	Effective 07/01/18 – 12/31/18
Shelia O'Donnell	Laborer (Carousel)	Effective 05/01/18 – 12/31/18
Sydney Thompson	Laborer (Carousel)	Effective 05/01/18 – 12/31/18
Daniel Ireland	Laborer (P/T to F/T)	Effective 05/14/18

LIBRARY

Commissioner Kisselbrack made a motion to approve the following *Non Competitive Class Appointment(s)*. Seconded by Commissioner DelSette. Ayes all.

Mary Parlman	Library Clerk (P/T)	Effective 05/07/18
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MAYOR

Commissioner DelSette made a motion to approve the revision for the *Administrative Assistant* job specification. Seconded by Commissioner Kisselbrack. Ayes all.

PUBLIC SAFETY

Commissioner Kisselbrack made a motion to approve the following *Provisional Appointment(s)*. Seconded by Commissioner DelSette. Ayes all.

Brandon Degener	Traffic Control Maintainer I	Effective 05/15/18
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Commissioner Kisselbrack made a motion to approve the following *Temporary Appointment(s)*. Seconded by Commissioner DelSette. Ayes all.

Andrew Krupski	Traffic Control Technician	Effective 04/28/18 – 05/31/18
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RECREATION

Commissioner DelSette made a motion to approve the following *Non Competitive Class Appointment(s)*. Seconded by Commissioner Kisselbrack. Ayes all.

Sophia Bianculli	Camp Saradac Assistant Director	Effective 05/05/18 – 08/31/18
Morgan Baker	Camp Saradac Counselor	Effective 06/02/18 – 08/31/18
Michael Bashant	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Natalie Collura	Camp Saradac Counselor	Effective 06/13/18 – 18/31/18
Sophia Collura	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Cheyenne Dingman	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Miranda Dockum	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
J. Coleman Fignar	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Sukhpreet Grewal	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Alexander Jenkins	Camp Saradac Counselor	Effective 06/12/18 – 08/31/18
Matthew Jensen	Camp Saradac Counselor	Effective 06/12/18 – 08/31/18
Taylor Lozier	Camp Saradac Counselor	Effective 06/12/18 – 08/31/18
Larry Messer	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Tereska Nardelli	Camp Saradac Counselor	Effective 06/12/18 – 08/31/18
Madison Ryan	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Tristan Saunders	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Eva Scott	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Carolyn Shields	Camp Saradac Counselor	Effective 06/12/18 – 08/31/18
Annamarisa Sudigala	Camp Saradac Counselor	Effective 06/12/18 – 08/31/18
Mikaela Venum	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Jack James Whitaker	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Karry Ziegler	Camp Saradac Counselor	Effective 06/13/18 – 08/31/18
Janice Carlson	Camp Saradac Nurse	Effective 05/18/18 – 08/31/18
Mary Egan	Camp Saradac Nurse	Effective 05/18/18 – 08/31/18
Marcus Davis	Recreation Assistant	Effective 07/02/18 – 12/31/18
James DeVizzio	Recreation Assistant	Effective 07/02/18 – 08/22/18
Benjamin Gleeksman	Recreation Specialist	Effective 07/15/18 – 08/24/18
Myah Ondreyko	Recreation Specialist	Effective 07/02/18 – 08/22/18
Daniel Miller	Youth Parking Supervisor	Effective 06/02/18 – 09/10/18

SCHOOL

Commissioner Kisselbrack made a motion to approve the following *Labor Class Appointment(s)*. Seconded by Commissioner DelSette. Ayes all.

Carmen Carson	School Monitor	Effective 05/07/18 – 05/07/19
Darlene Coryer	School Monitor	Effective 04/11/18 – 04/11/19
Charlaina Dimond	School Monitor	Effective 05/08/18 – 05/08/19
Antoinette Hall	School Monitor	Effective 04/10/18 – 04/10/19
Courtney Heritage	School Monitor	Effective 05/07/18 – 05/07/19
Wilfred Messier	School Monitor	Effective 05/01/18 – 05/01/19
Mark Mattus	School Monitor	Effective 04/11/18 – 04/11/19
Iona Oshero	School Monitor	Effective 05/03/18 – 05/03/19
Judith Tranka	School Monitor	Effective 05/09/18
Jodi Matthews	Food Service Helper	Effective 05/07/18 – 05/07/19
Ute Phelan	Food service Helper	Effective 05/25/18

Commissioner DelSette made a motion to approve the following *Non Competitive Appointment(s)*. Seconded by Commissioner Kisselbrack. Ayes all.

Darlene Coryer	Clerk	Effective 04/11/18 – 04/11/19
	Keyboard Specialist	Effective 04/11/18 – 04/11/19
	Teacher Aide	Effective 04/11/18 – 04/11/19
Charlaina Dimond	Clerk	Effective 05/08/18 – 05/08/19
	Keyboard Specialist	Effective 05/08/18 – 05/08/19
	Teacher Aide	Effective 05/08/18 – 05/08/19
Antoinette Hall	Clerk	Effective 04/10/18 – 04/10/19
	Keyboard Specialist	Effective 04/10/18 – 04/10/19
	Teacher Aide	Effective 04/10/18 – 04/10/19
Iiona Osherov	Clerk	Effective 05/03/18 – 05/03/19
	Keyboard Specialist	Effective 05/03/18 – 05/03/19
	Teacher Aide	Effective 05/03/18 – 05/03/19
Todd Thomas	Custodian	Effective 05/03/18 – 05/03/19
Jodi Matthews	Food Service Cashier	Effective 05/07/18 – 05/07/19
Michael Blair	Groundskeeper	Effective 05/29/18
Ulises Gutierrez	School Bus Driver	Effective 03/28/18 – 03/28/19
Cynthia Bement	Senior Food Service Helper	Effective 04/27/18
Carmen Carson	Teacher Aide	Effective 05/07/18 – 05/07/19
Darrell Coates	Teacher Aide	Effective 05/17/18 – 05/17/19
Rebecca Coseglia	Teacher Aide	Effective 04/27/18
Courtney Heritage	Teacher Aide	Effective 05/07/18 – 05/07/19
Claire Mahoney	Teacher Aide	Effective 05/08/18 – 05/08/19
Wilfred Messier	Teacher Aide	Effective 05/01/18 – 05/01/19
Reina Taylor	Teacher Aide	Effective 05/03/18 – 05/08/18
	Teacher Aide	Effective 05/09/18

CIVIL SERVICE

Commissioner DelSette made a motion to establish the following Eligible Lists. Seconded by Commissioner Kisselbrack. Ayes all.

Head School Grounds Monitor #61-746

The Civil Service Commission, as well as the Civil Service Coordinator had a brief discussion in regards to requesting City cell phones and City emails. Chair Cacoza and Commissioner Kisselbrack want a City cell phone and City Email; Commissioner DelSette did not.

Prepared by Corissa Salvo, Civil Service Coordinator
Approved on 06/26/18