



Office of the Civil Service Commission

Richard C. David, Mayor

Sharon Sorkin, Acting Personnel & Safety Director

Patrick O'Day, Commissioner
Catherine Furner, Commissioner
Eileen Fitzgerald, Commissioner

CIVIL SERVICE COMMISSION MEETING MINUTES **Personnel/Civil Service Office, 38 Hawley Street, Binghamton** **3pm Wednesday, December 15, 2021**

- I. Call to Order at 3:00pm
- II. Present: Patrick O'Day, Eileen Fitzgerald, Catherine Furner, Ed Crumb, Lori Clift, Jeff Kruger, Margaret Myers, Sharon Sorkin
Absent: none
- III. Approve the minutes from the November 17, 2021 meeting
Motion: Fitzgerald
Second: Furner
All in favor (3-0)
- IV. New Business:
 - a. New position, Electrician's Helper, Waste Water Treatment Plant, presented by Ed Crumb

Motion to approve the job description: O'Day
Second: Furner
All in favor (3-0)
 - b. New position, CMMS (Computerized Maintenance Management System) Clerk, Johnson City Joint Sewage Treatment Plan, presented by Ed Crumb

Motion to approve the job description: O'Day
Second: Furner
All in favor (3-0)
 - c. New position, Website & Social Media Coordinator, presented by Lori Clift

Motion to approve the job description: O'Day
Second: Fitzgerald
All in favor (3-0)
 - d. New position, Water Treatment Plant Mechanic, presented by Jeff Kruger

Motion to approve the job description: Fitzgerald
Second: Furner
All in favor (3-0)

- e. Amend job description, Assessor, presented by Margaret Myers & Sharon Sorkin

Motion to approve the job description as amended: O'Day

Second: Furner

All in favor (3-0)

- f. Residency Waiver, Director of Personnel & Safety, presented by Sharon Sorkin

Motion to approve conditional residency waiver, subject to conditions that if moves, must move into Broome County, and residency subject to review in one year (12/15/2022): O'Day

Second: Furner

All in favor (3-0)

V. Adjournment

Next meeting will be January 19, 2022 at 3:00pm

Motion to adjourn: O'Day

Second: Furner

Time: 3:15pm