

MINUTES OF MEETING
AVON CIVIL SERVICE COMMISSION
HELD MONDAY, JANUARY 11, 2016
AVON CITY HALL

CALL TO ORDER:

The meeting was called to order at 10:00 A.M. by Peter Kratt, Chairman of the Civil Service Commission.

ROLL CALL:

Present: Chairman Peter Kratt and Commissioners and Alan Wojciechowski.
(Observing by skype on an experimental basis but not participating as a voting member was Tony Sarraino)
In attendance: H.R. Specialist Tania Gray, Recording Secretary.

ADDITIONS/DELETIONS TO AGENDA:

Mr. Wojciechowski made a motion, seconded by Mr. Kratt, to approve the agenda as published.
The vote was: All Aye

APPROVE MINUTES OF MEETINGS OF 12/7/2015:

Wojciechowski made a motion to accept the minutes of the meeting of December 7, 2015 as written. After a second by Mr. Kratt, the vote was: All Aye.

ACTION/DISCUSSION ITEMS:

Accept updated eligibility lists-Clerical and Labor:

Mr. Kratt requested a brief explanation of how these lists are maintained and updated. Ms. Gray explained that the names on the eligibility list of clerical and laborer represent applications received in the last two years. At the end of each calendar quarter the lists are updated by removing all name/applications more than two years old and adding the new names/applications received during the calendar quarter that had just ended. On the current clerical list, 3 applications were removed and 2 were added. The laborer list had 11 applications removed and 4 added. Mr. Wojciechowski made a motion to accept the updated clerical and laborer lists. His motion was seconded by Mr. Kratt and the vote was: All Aye.

CHAIRMAN'S COMMENTS:

Next meeting we will be electing a chairman

GENERAL COMMENTS:

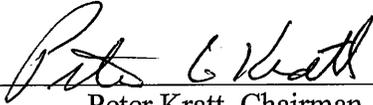
None.

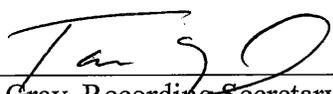
NEXT MEETING DATE:

The next meeting has been scheduled for Monday, February 8 at 10:00 A.M.

ADJOURN:

Following a unanimous vote, today's meeting was adjourned at 10:15 A.M.

PASSED: 2/8/16 **SIGNED BY:** 
Peter Kratt, Chairman

ATTEST: 
Tania Gray, Recording Secretary

- CC: John Gasior
- Chief Bosley
- Chief Root
- Tania Gray