

**Mechanicville Civil Service Commission  
Minutes of Meeting  
Held April 12, 2016**

The meeting was called to order at 5:30 p.m. on April 12, 2016 of the Mechanicville Civil Service Commission in the Courtroom.

Present:       Chairperson Kerls  
                  Commissioner Thompson

Absent:         Commissioner Robens

The minutes of the previous meeting held on March 22, 2016 were read and approved with the change of the Physical Fitness Test to be April 20<sup>th</sup>.

Chairperson Kerls informed commission that we received an email regarding the Law Enforcement Questionnaire that was due to the State Department of Civil Service. He will follow-up on it tomorrow.

**MSD 426A – Report of Personnel Changes**

- a)       Seaver Higgins was appointed on 10/8/15 as laborer
- b)       Denise Sidoti was appointed as part-time Bus Driver on 12/3/15
- c)       Deborah Urkevich was appointed as part-time Bus Driver on 2/25/16

**Old Business:**

The Commission discussed approval of the City of Mechanicville Payroll. The Commission will approve per the exceptions taken for part-time Police Officers. The Commission did receive the proper paperwork to approve two candidates working for the City. Commissioner Jim Thompson made a motion; seconded by Chairperson Kerls. All in Favor. Motion Carried.

The Chairperson then informed the Commission that the Physical Fitness test which was to be administered on April 6 has been rescheduled to April 20<sup>th</sup> due to inclement weather.

**New Business:**

The Chairperson informed the Commission that the Police Sergeant examination announcement has been posted and the deadline for applying in May 2<sup>nd</sup>. Chairperson Kerls will take care of placing notification in the Express.

Next the Commission discussed a change in meeting date/time – we will be meeting 1<sup>st</sup> Wednesday of each month at 6:45.

**Appearances:** Mr. Hicks

Mr. Hicks questioned as to the change in date – same day as City Council meeting. Chairperson Kerls said we can try to meet at 6:30.

Meeting was adjourned at 5:55 p.m. Next meeting scheduled for May 4<sup>th</sup> at 6:45 cxc p.m.

Attest: \_\_\_\_\_  
Secretary