



CITY OF ONEIDA CIVIL SERVICE COMMISSION

Meeting Minutes

June 6, 2023 1:00pm Common Council Chambers

- Dave Cimpi- Chairperson
- Bruce Ironside-Commissioner
- Wendy Matters -Commissioner

- Other Attendees:
 - Jessica Kaiser-Civil Service Executive Secretary/Deputy Comptroller
 - Lee Ann Wells - Comptroller

❖ **New Business**

The Commission reviewed all City of Oneida employee transactions from 1/1/23 to 6/6/23.

Approval of minutes from the May 2, 2023 meeting

Resolution 23-6

Moved by: Commissioner Cimpi

Seconded by: Commissioner Ironside

WHEREAS, The City of Oneida Civil Service is charged with administering Civil Service Law and related functions for both the City, the Oneida City School District, the Oneida Library and the Housing Authority

WHEREAS, The City of Oneida deems it necessary to waive all test fees to attract candidates for employment

RESOLVED, The City of Oneida Civil Service Commission approves to waive all test fees through December 31, 2023.

Cimpi: Yes

Ironside: Yes

Matters: Yes

Motion: Passed



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Resolution 23-7

Moved by: Commissioner Cimpi
Seconded by: Commissioner Ironside

WHEREAS, The City of Oneida Civil Service is charged with administering Civil Service Law and related functions for the City of Oneida

WHEREAS, The City of Oneida deems it necessary to update the job description for the Chief Wastewater Treatment Plant Operator to appropriately reflect the job responsibilities of the newly expanded wastewater treatment plant

RESOLVED, The City of Oneida Civil Service Commission approves to update the job description for the Chief Wastewater Treatment Plant Operator as proposed by the City Engineer.

Cimpi: Yes
Ironside: Yes
Matters: Yes

Motion: Passed

Resolution 23-8

Moved by: Commissioner Ironside
Seconded by: Commissioner Cimpi

WHEREAS, The City of Oneida Civil Service is charged with administering Civil Service Law and establishing the eligible list of qualified candidates

RESOLVED, The City of Oneida Civil Service Commission approves to establish and certify the following eligible list:

Firefighter #60986
Senior Account Clerk #77634
Motor Equipment Maintenance Supervisor #77632
Motor Equipment Maintenance Assistant #77965

Cimpi: Yes
Ironside: Yes
Matters: Yes

Motion: Passed



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Discussion was had regarding future ideas for updating the City of Oneida Civil Service rules. The Executive Secretary would like to see the addition of the allowance for multiple positions under one title and electronic canvassing. She is working through the current rules to identify any other areas that may need updating to bring it to the Commission as one revision. If approved, the changes would then be submitted to the State of New York for review and approval.

The regular meeting is hereby adjourned at 1:30pm.