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**TROY CIVIL SERVICE COMMISSION**  
**Minutes of Meeting**  
**Wednesday, December 11, 2019**  
**9:30 A.M.**  
**Main Conference Room**  
**Troy City Hall**  
**433 River Street (Hedley Building), Suite 5001**

**Present:** Chairperson Bill Rauh, Commissioner Mike Sullivan, Gabrielle Mahoney, Executive Secretary.

Chairperson Rauh called the meeting to order at 9:55 A.M.

1. **Consider the minutes of the October 15, 2019 meeting.** Following review, a motion was made by Commissioner Sullivan to approve the minutes of the October 15, 2019 meeting, seconded by Commissioner Rauh, all voted in favor: 2-0.
2. **Review and approve the open competitive exam announcement for Water Plant Equipment Maintenance Mechanic #61892.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
3. **Review and approve the open competitive exam announcement for Water Plant Maintenance Assistant #68814.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
4. **Review and approve the open competitive exam announcement for Water Plant Instrument Technician # 64971.** 64917- Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
5. **Review and approve the open competitive exam announcement Water Plant Maintenance Mechanic #60808.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
6. **Review and approve the open competitive exam announcement Water Plant Maintenance Supervisor #67657.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
7. **Review and approve the promotional exam announcement for Recreation Supervisor #70340.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
8. **Review and approve the open competitive exam announcement for Recreation Supervisor #62370.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.

9. **Review and approve the open competitive exam announcement for Sewer Maintenance Supervisor # 62174.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
10. **Review and approve the promotional exam announcement for Sewer Maintenance Supervisor #74788.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
11. **Establish an Eligible List for four (4) years for Account Clerk (O.C.) Exam #1906.** Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Account Clerk (O.C.) Exam #1906, seconded by Commissioner Rauh, all voted in favor: 2-0.
12. **Establish an Eligible List for four (4) years for Recreation Attendant (O.C.) Exam #1907.** No Eligible list was established.
13. **Establish an Eligible List for four (4) years for Library Assistant (O.C.) Exam #1908.** Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Library Assistant (O.C.) Exam #1908, seconded by Commissioner Rauh, all voted in favor: 2-0.
14. **Consider a revision to the job specification for Senior Automotive Mechanic Helper.** Following review, a motion was made by Commissioner Sullivan to table, seconded by Commissioner Rauh, all voted in favor: 2-0.
15. **Consider a revision to the job specification for Automotive Mechanic Helper.** Following review, a motion was made by Commissioner Sullivan to table, seconded by Commissioner Rauh, all voted in favor: 2-0.


A motion was made by Commissioner Sullivan to adjourn the meeting at 10:17 A.M., seconded by Chairperson Bill Rauh, all voted in favor: 2-0.

The next meeting is tentatively scheduled for January 21, 2020 at 9:30 A.M.

Respectfully submitted,


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Gabrielle Mahoney, Executive Secretary



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William Rauh, Chairperson



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Michael Sullivan, Commissioner