

Forty Fort Civil Service Commission Minutes, October 3, 2016 @ Forty Fort Borough Building

Meeting call to order at 5pm by Chairman Swaback (SPECIAL MEETING)

Pledge of Allegiance.

Roll Call. Present – Chairman Rob Swaback, Vice Chair Sara Michaels, Secretary Kathy Washko, Clerk Tony Smith. Absent – Member Joe Lynch, Member Scott Serafin. Present in the audience Mayor Andy Tuzinski.

Quorum confirmed.

Minutes of last meeting. Motion to accept by Chairman Swaback, Second by Vice Chair, unanimous consent.

BUSINESS:

Police Eligibility List. Statements were made by Clerk Smith, Mayor Tuzinski and Chairman Swaback regarding the police promotion testing process. Clerk Smith presented the results of the exams, confirming that each applicant achieved the required minimum scores. Motion by Vice Chair Michaels to accept the results, establish/approve the Eligibility List, and certify the list to Council; second by Chairman Swaback, unanimous consent. Clerk will notify Council and post the Eligibility List.

Clerk reported that Member Lynch has submitted his resignation effective immediately. Clerk reported that the resignation letter was forward to the Council President for action. On a related note, Mayor Tuzinski reported that a citizen approached him with an interest in filling the existing vacancy on the Commission; he said he will provide the name to Council for their consideration.

Clerk also reviewed an email from the Commission Solicitor requesting future requests for opinions be submitted on letterhead and be signed by the Commission. Clerk will contact the Solicitor and confirm how many members of the Commission he wants to sign the request (two members are required for action per the Rules/Code, but his email seemed to indicate that he wants three members to sign).

Chairman Swaback present the results of a Right to Know Request submitted to Kingston Borough regarding the current fire department issues. Motion by Chairman to forward the document to the Commission Solicitor for his review/comment/suggestion, second by Vice Chair Michaels, unanimous consent.

Next meeting date is October 20th.

Motion to adjourn by Chairman Swaback, Second by Secretary Washko, unanimous consent.

Meeting adjourned at 5:32pm.

Respectfully submitted,



Anthony M. Smith
Clerk, Civil Service Commission