

DRAFT MINUTES
GENERAL COUNSEL COMMISSION
REGULAR MEETING OF SEPTEMBER 21, 2015

Present: Councilwoman and Chairwoman Mary Bartolotta, Councilman Daley, Councilman Giuliano, Councilman Chisem, and Councilwoman Kleckowski (*Note: Councilwoman Kleckowski and Councilman Daley joined the meeting as the committee was going into executive session on Item 4A) . Staff: Deputy General Counsel Kori Wisneski, Kathleen Morey, Director of Human Resources. Public: Michele DiMauro and Michael Scott

Call to Order:

Meeting was called to order at 7:00 p.m.

Public Comment:

No public comments.

Approval of Minutes:

Councilman Chisem made a MOTION to approve the Minutes from the August 17, 2015, Regular Meeting. The Motion was seconded by Councilman Giuliano. The Motion passed unanimously, by those in attendance at the time.

New Business:

A. Executive Session pursuant to 1-200(6)(A) to discuss employee's request for 30 day sick time advancement.

Councilman Giuliano made a MOTION to go into executive session. The Motion was seconded by Councilman Chisem. The Motion passed unanimously, by those in attendance at the time, and the committee went into executive session at 7:01 p.m.

Councilwoman Bartolotta made a MOTION to come out of executive session. The Motion was seconded by Councilwoman Kleckowski. The Motion passes unanimously and the committee came out of executive session at 7:03 p.m.

Councilman Giuliano made a MOTION to approve the 30 day sick time advancement for an employee. The Motion was seconded by Councilman Daley. The Motion passed unanimously and the committee sends well wishes.

B. Job Description – Administrative Assistant for Technology & Special Projects (BOE)

Director Morey explained that her office has brought this position to the Commission's attention for slight modification. She has been in talks with Local 466 and the BOE for quite some

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time. There was an individual at the Library in the High School who was performing these duties and 466 claimed that they were duties of the bargaining unit. The BOE has confirmed that the position should be 466's position. Instead of creating a new position, the City is seeking to make small modifications so that an additional person can be hired under this job description. Michele DiMauro and Michael Scott answered questions about the position and the need for same.

Councilman Giuliano made a MOTION to amend the job description and remove "may" and "the Central Office" from the eighth bullet point so that it reads "Assist with copying, organizing and communicating" The Motion was seconded by Councilman Daley. The Motion passed unanimously.

Councilman Daley made a MOTION to approve the job description as amended by the previous motion. The Motion was seconded by Councilman Giuliano. The Motion passed unanimously.

Old Business

None

Other

- A. Update – Deputy Director of Public Works:** Director Morey explained that one UPSEU member, Christopher Holden, applied for this position and was deemed qualified by her office. He was interviewed by Director Russo and former Deputy Director Bob Dobmeier. Both recommended that he be appointed to the position. Based upon the Council's prior interpretation of the Vacancy provision of the UPSEU contract, which they interpreted as requiring automatic appointment of a current UPSEU member, when deemed qualified by the HR Division, and because they declined to question and confirm Bruce Driska to the Deputy Director of PCD, Chris Holden was appointed by the Mayor and no Council action was required.

There was some discussion over this procedure. Councilwoman Bartolotta would like a legal opinion as to whether GCC has the authority/right to vet prospective employees.

- B. Vacancy Report:** Report dated 9/21/15 was reviewed – No action required.
- C. Legal Bills:** Attorney Wisneski explained that the Robinson & Cole bills pertained to pension matters and had already gone to the full Council for appropriation.

Adjournment

MOTION to Adjourn by Councilwoman Bartolotta. The Motion was seconded by Councilman Chisem. Motion was unanimous and meeting ended at 7:32 p.m.