

**MUNICIPAL CIVIL SERVICE COMMISSION AGENDA  
MUNICIPAL BUILDING  
LAW LIBRARY, 3<sup>rd</sup> FLOOR CITY HALL**

**CALL TO ORDER:** Tuesday, November 18, 2025, 12:30 PM

**ROLL CALL OF COMMISSION:** Yvonne Reff, Commissioner  
Edwin Thompson, Commissioner  
Linda Dittrich, Chairperson  
Angela Robbins, Executive Secretary

**MINUTES OF PREVIOUS MEETINGS:** Minutes from the regular meeting October 21, 2025.

**CORRESPONDENCE**

1. Letter from Secretary Robbins to Eric Wagenaar, City Manager, dated November 13, 2025 providing the Certification of Eligibles for Motor Equipment Shop Foreman.
2. Letter from Secretary Robbins to Eric Wagenaar, City Manager, dated November 13, 2025 providing the Certification of Eligibles for Fleet Manager.

**OLD BUSINESS**

**NEW BUSINESS**

1. Check and certify the eligible list for Fleet Manager (OC 68668-010) for a period of four years to expire 11/18/2029.
2. Check and certify the eligible list for Motor Equipment Shop Foreman (OC 60035-820) for a period of four years to expire 11/18/2029.
3. Review and approve new competitive title Public Information Officer for the Watertown City School District.

**CIVIL SERVICE DEPARTMENT UPDATES**

**APPROVAL OF PERSONNEL TRANSACTIONS**

1. Report on all personnel changes is included.

**OTHER BUSINESS**

**EXECUTIVE SESSION:**

**NEXT REGULAR MEETING December 16, 2025**

*For additional information regarding any agenda items, please reach out to [civilservice@watertown-ny.gov](mailto:civilservice@watertown-ny.gov).*