

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

**CALL TO ORDER:** Tuesday, January 13, 2026, 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 December 16, 2025.

**CORRESPONDENCE**

1. Letter from Secretary Robbins dated 12/16/2026 to Eric Wagenaar, City Manager, regarding the Certification of Eligibles for exam 121325-03 Secretary.

**OLD BUSINESS**

**NEW BUSINESS**

1. Review and approve updates to job specification for Refuse/Recycle Motor Equipment Operator.
2. Review and approve updates to job specification for Facility Maintenance Worker within the Parks & Recreation Department.

**CIVIL SERVICE DEPARTMENT UPDATES**

**APPROVAL OF PERSONNEL TRANSACTIONS**

1. Report on all personnel changes is included.

**OTHER BUSINESS**

**EXECUTIVE SESSION:**

**NEXT REGULAR MEETING February 17, 2026**

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