

MINUTES

Government Body: CIVIL SERVICE COMMISSION

Date: December 12, 2011

Time: 9:00 AM

Place of Meeting: City Hall – Conference Room B, 50 W. 13th Street

Present: Commissioners Dan White, Jim Schilling, Betty Takes; Personnel Manager Randy Peck

Approve Minutes of October 14, 2011 Meeting

Motion by Schilling to approve the October 14, 2011 minutes. Seconded by White. Motion carried 3-0.

Request to Schedule an Entrance Examination for the New Positions of Infiltration and Inflow (I&I) Inspector

Motion by Takes to approve the application deadline of January 4, 2012 at 5:00 p.m. and schedule the exam for 6:00 p.m. on January 11, 2012. Takes will proctor. Seconded by Schilling. Motion carried 3-0.

Request to Schedule an Entrance Examination for the Position Transit Dispatcher/Scheduler

Motion by White to approve the application deadline of January 4, 2012 at 5:00 p.m. and schedule the exam for January 18, 2012 at 6:00 p.m. White will proctor. Seconded by Schilling. Motion carried 3-0.

Request to Schedule an Entrance Examination for the Position of Bus Operator

This item was removed from the agenda as information was not yet available.

Establish Passing Score for the Position of Foreman (November 9, 2011 exam date)

Motion by Schilling to establish the passing score for the position of Foreman at 103 and above correct answers (74.6%) and certify the list for two years. Seconded by White. Motion carried 3-0

Adjournment

Motion by Schilling to adjourn at 9:16 a.m. Seconded by Takes. Motion carried 3-0.

Civil Service Commission

Approved at the meeting of _____
Submitted by Kevin S. Firnstahl, City Clerk