

MINUTES

Government Body: CIVIL SERVICE COMMISSION

Date: July 3, 2012

Time: 3:00 PM

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

Present: Commissioners Dan White, Jim Schilling, Betty Takes

Also Present: Jonathon Brown, Mark Dalsing, Bob Green, Randy Peck, Ken TeKippe, Terry Tobin,

1. Approval of minutes from meeting of June 5, 2012.

Motion by Schilling to approve the minutes as submitted. Seconded by White. Motion carried 3-0.

2. Establish the passing point for Water Plant Operator (exam date June 12).

Motion by Schilling to establish the passing point for the position of Water Plant Operator at 74 and above correct answers (70.5%). Seconded by Takes. The list as read is certified for two years. Motion carried 3-0.

3. Establish the passing point for the position of Water & Resource Recovery Center Operator (exam date May 29).

Motion by Schilling to establish the passing point for Water & Resource Recovery Center Operator at 56 and above correct answers (70%). Seconded by Takes. The list as read is certified for two years. Motion carried 3-0.

4. Certify the list of candidates for the position of Police Officer.

Motion by Schilling to certify the list of 40 candidates for the position of Police Officer who passed the examination with the previously approved score of 147.5 % and higher and who passed all other aspects of the interview process as recommended. Seconded by Takes. The list as presented is certified through April 30, 2013. Motion carried 3-0.

5. Request to schedule an entrance examination for the position of Confidential Account Clerk.

Motion by Schilling to set the application dead line for July 20 at 5:00 p.m. with test date of August 1, 2012 at 6:00 p.m. Takes will proctor. Seconded by White. Motion carried 3-0.

6. Request to schedule an entrance examination for the position of Cashier.

This item was not acted upon at this time for lack of information.

7. Adjournment: Motion by Schilling to adjourn at 3:32 p.m. Seconded by White. Motion carried 3-.

Civil Service Commission

Submitted by Kevin S. Firnstahl, City Clerk