

Minutes

Government Body: CIVIL SERVICE COMMISSION

Date: August 23, 2013

Time: 8:30 AM

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

Present: Commissioners Jim Schilling, Betty Takes, and Dan White

Also Present, Randy Peck, Maureen Quann, Kohn Klostermann, Mark Dalsing, Kevin Saylor

1. Approval of Minutes from meeting of July 12, 2013: Motion by Schilling. Second by Takes. Motion carried 3-0.
2. Set the date of hearing for appeal filed by Jerome Ben: Motion by Schilling, Second by Takes, to set the hearing date for 8:00 a.m. on September 11, 2013. Firnstahl will confirm Conference Room A at City Hall for the location. Motion carried 3-0.
3. Set the date for an entrance examination for the position of Records Supervisor: Motion by Schilling, second by White to set the application deadline for September 16, 2013 with a test date of September 30 at 6:00 p.m. Motion carried 3-0.
4. Set the date for an entrance examination for the position of Traffic Engineer: Motion by Takes, second by Schilling to give Personnel Manager Peck permission to set the application deadline and submission date once the take-home style test has been developed. Motion carried 3-0.
5. Establish the passing score for the position of Equipment Operator II (pending receipt of scores): Motion by Schilling, second by Takes to set the passing score at 80 (73.4%) and above correct answers and certify the list for Equipment Operator II as read for two years. Motion carried 3-0.
6. Adjournment: Motion by Schilling, second by Takes to adjourn at 9:51 a.m. Motion carried 3-0.

Civil Service Commission

Prepared and submitted by Kevin S. Firnstahl, CMC, City Clerk.