

MINUTES

Government Body: CIVIL SERVICE COMMISSION

Date: September 11, 2013

Time: 8:00 AM

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

Present: Commissioners Takes, Schilling and White

Also present: Randy Peck, Don Vogt, John Klostermann, Dan Kroeger

1. Approval of Minutes from meeting of August 23, 2013: Motion by Schilling. Second by Takes. Motion carried 3-0.
2. Set the date for an entrance examination for the position of Scale Operator: Motion by Schilling to approve the examination rules and set the application deadline for 5:00 p.m. on September 27 with a test date of October 10 at 6:00 p.m. Second by Takes. Schilling will proctor the test. Motion carried 3-0.
3. Establish the passing score for the position of Recreation Program Supervisor (Take-Home Test): Motion by Schilling to set the passing score at 58 (58%) and above correct answers and certify the list for two years. Second by White. Takes questioned why there was a low passing point on a take-home exam and what the training/orientation expectations would be. Motion carried 2-1 with Takes voting nay.
4. Establish the passing score for the position of Equipment Operator I (August 27 test date): Motion by Schilling to set the passing score at 51 (62%) and above correct answers and certify the list for two years. Second by Takes. Motion carried 3-0.
5. Adjournment: Motion by Schilling to adjourn at 8:18 a.m. Second by Takes. Motion carried 3-0.

Civil Service Commission

Submitted by Kevin S. Firnstahl, CMC, City Clerk