

## MINUTES

**Government Body:** CIVIL SERVICE COMMISSION  
**Date:** November 12, 2014  
**Time:** 1:30 PM  
**Place of Meeting:** City Hall – Conference Room A, 50 W. 13<sup>th</sup> Street

Present: Commissioners Mary Lynn Neuhaus, Betty Takes,

Also present: Randy Peck, Mark Dalsing, Diane Boardman, Ken TeKippe, Shelley Laird, Scott Crabill, Rich Russell

1. Approval of Minutes from meeting of October 23, 2014. Motion by Neuhaus to approve as submitted. Second by Takes. Motion carried 2-0.
2. Schedule the date for an appeal hearing for Tom Reed. Motion by Takes to set the hearing date for December 1, 2014 at 12:30 p.m. Second by Neuhaus. Attorney Maureen Quann was called at approximately 1:35 p.m. to confirm her availability. Civil Service Chairman, Dan White, was also called at approximately 1:35 p.m. to confirm his availability. All parties agreed to set the date of the hearing as stated above. Motion carried 2-0.
3. Schedule the date for an entrance examination for the position of Police Officer. Motion by Takes to set as recommended. Second by Neuhaus. Police Chief Mark Dalsing spoke on the testing and examination process for the position of Police Officer. Testing will take place on March 21, 2015. Motion carried 2-0.
4. Schedule the date for an entrance examination for the position of Cashier. Motion by Takes to set as recommended. Second by Neuhaus. Testing for this position will take place on December 17, 2014 with an application deadline of December 2, 2014 at 5 p.m. Motion carried 2-0.
5. Establish the passing score for the position of Parking System Technician. Testing for this position took place on October 21, 2014. Motion by Takes, Second by Neuhaus to set a passing score of 64 (64%) and above correct answers and certify the list for Parking System Technician as read for two years. Motion carried 2-0.
6. Establish the passing score for the position of Records Clerk. Testing for this position took place on October 28, 2014. Motion by Neuhaus, Second by Takes to set a passing score of 53 (75.7%) and above correct answers and certify the list for Records Clerk as read for two years. Motion carried 2-0.
7. Motion by Takes to adjourn at 2:12 p.m. Second by Neuhaus. Motion carried 2-0.

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Civil Service Commission

Submitted by Pam McCarron, Permit Clerk