

## MINUTES

**Government Body:** CIVIL SERVICE COMMISSION  
**Date:** September 17, 2015  
**Time:** 2:00 PM  
**Place of Meeting:** City Hall, Conference Room A, 50 W 13<sup>th</sup> St.

Present: Commissioners Betty Takes, Mary Lynn Neuhaus  
Also present: Randy Peck, John Klostermann

1. Approval of Minutes from meeting of August 19, 2015. Motion by Takes, Second by Neuhaus to approve as submitted. Motion carried 2-0.
2. Establish the passing score for the position of Equipment Operator I. Motion by Neuhaus, Second by Takes to set the passing score at 55 (71.4%) and above correct answers and certify the list for Equipment Operator I as read for two years. Motion carried 2-0.
3. Establish the passing score for the position of Equipment Operator II. Motion by Neuhaus, Second by Takes to set the passing score at 75 (68.8%) and above correct answers and certify the list for Equipment Operator II as read for two years. Motion carried 2-0.
4. Schedule an entrance examination for the position of Mechanic. Motion by Neuhaus, Second by Takes to set the application deadline for October 9, 2015 at 5:00 p.m. with a test date of October 21, 2015. Commissioner Takes to proctor. Motion carried 2-0.
5. Recertify the list for the position of Sanitation Driver to include eligible employee. Motion by Neuhaus, Second by Takes to recertify the list for Sanitation Driver to include eligible employee who was inadvertently left off of original certified list dated August 19, 2015. Motion carried 2-0.
6. Adjournment. Motion by Neuhaus, Second by Takes to adjourn at 2:18 p.m. Motion carried 2-0.

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Civil Service Commission

Submitted by Pam McCarron, Permit Clerk