

## MINUTES

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION  
**Date:** September 11, 2017  
**Time:** 4:30 PM  
**Place of Meeting:** City Hall, Conference Room A, 50 W 13<sup>th</sup> St.

Present: Commissioners Mary Lynn Neuhaus, Christian Stillings

Also present: Randy Peck, John Klostermann, Brant Schueller, Renee Tyler

1. Approval of minutes from the August 3, 2017 meeting. Motion by Neuhaus to approve the minutes as submitted. Second by Stillings. Motion carried 2-0.
2. Establish the passing score for the position of Water Distribution Maintenanceworker. Motion by Neuhaus to approve the passing score of 65 (69.9%) and above correct answers and certify the list for the position of Water Distribution Maintenanceworker as read for two years. Second by Stillings. Motion carried 2-0.
3. Schedule an entrance examination for the position of Mechanic. Motion by Neuhaus to set the application deadline for October 6, 2017 at 5 p.m. with an examination date of October 17, 2017. Second by Stillings. (Commissioner White was contacted after the meeting and will be proctoring this exam). Motion carried 2-0.
4. Schedule an entrance examination for the position of Bus Operator. Motion by Neuhaus to set the application deadline for November 17, 2017 at 5 p.m. with an examination date of December 5, 2017 at 10 a.m. and 6 p.m. Second by Stillings. Commissioner Neuhaus to proctor. Motion carried 2-0.
5. Schedule an entrance examination for the position of Utility Worker. Motion by Neuhaus to set the application deadline for September 29, 2017 at 5 p.m. with an examination date of October 19, 2017. Second by Stillings. Commissioner Neuhaus to proctor. Motion carried 2-0.
6. Adjournment. Motion by Neuhaus to adjourn at 4:56 p.m. Second by Stillings. Motion carried 2-0.

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Civil Service Commission

Submitted by Pam McCarron, Permit Clerk