

# CIVIL SERVICE COMMISSION MEETING MINUTES

August 21, 2017

5:15 pm – Front Conference Room – 631 Perry Street

Present: CSC Members: L. Myers, N. Walker And Clerk C.Homan  
Guests: T. Schroeder—City's HR Manager

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## CALL TO ORDER

Clerk Homan assured all Sunshine Law notices have been complied with. The meeting was called to order at 5:15 pm in the front conference room of City Hall located at 631 Perry Street by Co-Chairman L. Myers.

## 1. Approval of the Minutes from the July 17, 2017 Meeting

**Motion:** The motion was made by L. Myers, seconded by N. Walker to approve the Civil Service Commission (CSC) meeting minutes of July 17<sup>th</sup> as presented. All members voted aye and the motion carried.

## 2. NEW BUSINESS

### A. WTP Assistant Superintendent Position

T. Schroeder provided background on the open position at the Water Treatment Plant (WTP). She stated this position requires a Water License III and within the WTP there is one candidate eligible for this promotional position that currently has the license. She said the city would like to use the provision in the CSC Rules "Promotion by Nomination" found in Section 50.11. This section outlines if there is a vacancy and the city doesn't have two candidates who are eligible to compete for the promotion, the commission should put a qualified candidate into the position. T. Schroeder said the city would like to ask the CSC for permission to put Joe Ewers into the position. He is currently the Chemist at the WTP, has a Water License III, an associates degree and has been with the city for seven years.

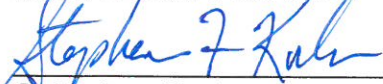
L. Myers stated in absence of two employees competing for the promotion, there is no need to have a test. N. Walker also agreed if there is one candidate who is certified, willing and able to take the position then no need for testing.

**Motion:** The motion was made by L. Myers to approve the nomination of Joe Ewers for Assistant WTP Superintendent as per CSC Rule 50.11. N. Walker seconded the motion. All members voted aye and the motion carried.

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There being no other business, the meeting adjourned at 5:18pm.

**MINUTES APPROVED:**



S. Korhn, Chairman



C. Homan, Commission Clerk

THE ABOVE MINUTES REPRESENT OUR UNDERSTANDING OF THAT WHICH SHOULD BE RECORDED.  
IF CHANGES SHOULD BE MADE, PLEASE FORWARD PROMPTLY SO THAT AN ACCURATE RECORD CAN  
BE MAINTAINED FOR THE BENEFIT OF ALL.

Cc: Mayor Mike McCann, Jeff Leonard, David Williams, Tracey Schroeder, Council Members, Division Heads.