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**Civil Service Commission  
June 13, 2018  
Minutes**

**Commissioners** Mary Stevens, Chair  
**Present:** Nancy Harris, Commissioner  
  
**Absent:** Paul Peglow, Commissioner  
Gregg Davison, Ex officio member

**Other Staff Present:** Brian Batterson, Captain Police Department  
Mike Hanken, Captain Police Department  
Troy McGahuey, Sewer Superintendent  
Justin Nickel, Public Works Director  
Mike Tupper, Police Chief

The Civil Service Commission met on June 13, 2018 in the City Council Chambers at the City Carnegie Building located at 10 W State St, according to posted notices.

Stevens called the meeting to order at 8:00 AM.

**Item #1 – May 9, 2018 minutes**

Harris moved to approve the minutes for May 9, 2018, second by Stevens. Motion approved 2-0.

**Item #2 – Police Records Clerk – New Hire List**

Tupper requested approval of the new hire list of full time Police Records Clerk. There was an internal posting process in the Police Records division, with one applicant. This individual was presented on the list for the Commission’s approval. Harris moved to approve the list, second by Stevens. Motion approved 2-0.

**Item #3 – Police Officer – New Hire List**

Hanken requested approval of the new hire list of full time Police Officer. 23 candidates applied, narrowed down to 10 following either no shows for the physical testing, failing the physical testing or the written test. Of the 10 interviewed, 9 were presented to the Commission. Stevens moved to approve the list, second by Harris. Motion approved 2-0.

**Item #4 – Sewer Maintenance Worker – New Hire List**

McGahuey requested approval of the new hire list of full time Sewer Maintenance Worker I. 15 candidates applied, 10 were invited for interviews. Of the 10, 7 were presented to the

**City Council**

Leon Lamer, Bill Martin, Gabe Isom, Al Hoop,  
Sue Cahill, Mike Gowdy, Bethany Wirin



Commission. Harris moved to approve the list, second by Stevens. Motion approved 2-0.

**Item #5 – Parking Enforcement – Testing Process**

Batterson presented the proposed testing process to the Commission for the full time Parking enforcement Officer. The process will include an application, written test and then interview. A ranked list of qualified applicants will then be presented to the Commission. Stevens moved to approve the process, second by Harris. Motion approved 2-0.

Harris moved to adjourn, second by Stevens. Motion approved 2-0. The Commission meeting adjourned at 8:10 AM.

Respectfully submitted,

Jill Petermeier, HR Director