



Joel Greer, Mayor
Jessica Kinser, City Administrator
Jill Petermeier, Human Resources Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5701
Fax - (641) 754-5717

**Civil Service Commission
August 16, 2018
Minutes**

Commissioners Mary Stevens, Chair
Present: Nancy Harris, Commissioner
Paul Peglow, Commissioner

Absent: Gregg Davison, Ex officio member

Other Staff Present: Brian Batterson, Captain Police Department
Jeff Roads, Street Superintendent
Dave Rierson, Fire Chief

The Civil Service Commission met on August 16, 2018 in the Marshalltown Public Library at located at 105 W Boone St, according to posted notices.

Stevens called the meeting to order at Noon.

Item #1 – June 13, 2018 minutes

Harris moved to approve the minutes for June 13, 2018, second by Stevens. Motion approved 3-0.

Item #2 – Firefighter – Testing Process

Chief Rierson presented the testing process entrance firefighters. The process consists of a physical agility test, those that past that portion continue on to a written test. If the written test is passed, then they will be invited to a panel interview. Peglow moved to approve the testing process, second by Harris. Motion approved 3-0.

Item #3 – Parking Enforcement Officer – New Hire List

Batterson requested approval of the new hire list of full time Parking Enforcement Officer. 19 candidates applied, after no shows and those failing the written test, 2 were interviewed and a ranked list presented to the Commission. Stevens moved to approve the list, second by Harris. Motion approved 3-0.

Item #4 – Street Maintenance Worker II – Testing Process

Roads presented the testing process to the Commission. This is an entry level position that will consist of an application and interview. The applications will be independently scored by three individuals and the top candidates will be brought in for an interview. Harris moved to approve the list, second by Stevens. Motion approved 3-0.

City Council

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



Stevens moved to adjourn, second by Harris. Motion approved 3-0. The Commission meeting adjourned at 12:25PM.

Respectfully submitted,

Jill Petermeier, HR Director