

SOLON CIVIL SERVICE COMMISSION

June 15, 2009 – 7:00 p.m.

The Solon Civil Service Commission met at Solon City Hall.

Present: Chairman Jacob, Dr. Smith, Human Resource Director Cornhoff, Benefits Assistant Clerk Day, Water Reclamation Operations Manager Rich Landman, City Services Manager Doug Holub and Secretary Perry

Absent: Mr. Huml

REGULAR BUSINESS

Approved Minutes of June 2, 2009

Approved Payroll of June 5, 2009

NON-COMPETITIVE EXAMINATION

Water Reclamation Operations Manager Landman was present to request a non-competitive examination for Brian Porter for the recent internal posting of Wastewater Operator. Chairman Jacob explained the process and administered the exam.

Dr. Smith moved to support the recommendation that Brian Porter be appointed to the position of Water Reclamation Operator. Chairman Jacob seconded the motion.

Roll Call: Aye: Jacob and Smith The Motion Carried
 Nay: None

CORRESPONDENCE

A memo was received from Director Bandiera requesting to advertise for additional candidates to be added to the current eligibility list. Manager Holub explained there are about 30 names on the current eligibility list but not all of them have their CDL licenses.

Dr. Smith moved authorizing Director Cornhoff and Director Bandiera to advertise for additional applicants and to arrange for agility testing. He asked that the current list be provided to the Commission stating the reason as to why a candidate is not qualified. These candidates will be formally removed from the list at the next meeting. Chairman Jacob seconded the motion.

Roll Call: Aye: Jacob and Smith The Motion Carried
 Nay: None

OTHER BUSINESS

Chairman Jacob stressed to Director Cornhoff and Manager Holub the importance during these difficult economic times of hiring primarily Solon students and residents for summer positions. Manager Holub said this is not always possible. By the time positions become available and an applicant is contacted, the applicant may have already accepted a position elsewhere. He also noted the City Services Department recently advertised for a part-time mechanic and all the applications received were from non-residents.

Director Cornhoff said the City makes every effort to hire Solon residents when possible but Council would have to rule on hiring only Solon residents. He said the Commission would be pleased to see the amount of Solon residents that have been hired and that he would be providing the Commission with a report.

Benefits Assistant Clerk Day reported she applied for a grant using funds from the Federal Stimulus Package and was able to hire 15 additional Solon students, under the age of 18, whom receive payment through the Youth Opportunities Unlimited Program. Each student receives \$7.30 per hour. Director Cornhoff said Ms. Day and the students filled out a tremendous amount of paperwork, but the grant was approved and the students were hired.

The next meeting of the Civil Service Commission is scheduled for Tuesday, June 30, 2009 at Solon City Hall.

There being no further business to discuss, Dr. Smith moved to adjourn at 7:33 p.m. Chairman Jacob seconded the motion.

Roll Call: Aye: Jacob and Smith The Motion Carried
 Nay: None
