

SOLON CIVIL SERVICE COMMISSION
September 15, 2009 – 7:00 p.m.

The Solon Civil Service Commission met at City Hall.

Present: Chairman Jacob, Dr. Smith, Frank Huml, Human Resource Director Cornhoff and Secretary Perry

REGULAR BUSINESS

Approved Payroll of August 28, 2009

Approved Payroll of September 11, 2009

CORRESPONDENCE

Letter from Chief Godzich to new hire Kyle Leonard. No action was taken by the Commission.

Letter from Chief Godzich to Ptl. Blubaugh regarding departmental charges. No action was taken by the Commission.

Letter from Chief Godzich requesting the next two names from the current Civil Service list. The Commission gave the Secretary permission to provide those names to the Police Department.

WATER RECLAMATION DEPARTMENT

A letter was received from Director Paul Solanics requesting permission to advertise for the positions of Maintenance Mechanic and Electrical Instrumentation Technician in the Water Reclamation Department. Director Cornhoff explained that the recent lateral hiring of Tim Vandrask as the SCADA Analyst has left a vacancy in the Electrical Instrumentation Technician position. He requested permission to publicly advertise for this position. The letter also indicated that the position for Maintenance Mechanic was unsuccessfully filled internally. Permission to publicly advertise was requested.

Mr. Huml moved to grant permission to publicly advertise for the positions of Maintenance Mechanic and Electrical Instrumentation Technician in the Water Reclamation Department according to procedures previously set in place. The candidates will be ranked and the top candidates will be brought before the Commission for non-competitive examinations. Dr. Smith seconded the motion.

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

LIEUTENANT'S PROMOTIONAL EXAMINATION

The Secretary noted there was one challenge (to question 100) and the information was forwarded to the vendor for a reply. The Commission reviewed the question, answer key and the response of the vendor to the challenge. Because there was no lawful arrest involved Dr. Smith moved to accept the recommendation of the vendor and the challenge was denied. Mr. Huml seconded the motion.

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

OTHER BUSINESS

Director Cornhoff announced that Pat Visocan, Department Head Secretary in the Fire Department, has announced her retirement.

There being no further business to discuss, Mr. Huml moved to adjourn at 7:23 p.m. Dr. Smith seconded the motion.

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