

SOLON CIVIL SERVICE COMMISSION
September 23, 2014 – 6:07 P.M.

PRESENT: Commission Members Caplan, Doberstyn, and Huml, Human Resources Director Stolarsky, Director of City Services Bandiera and Secretary Perry

APPROVAL OF MINUTES AND PAYROLL

Mr. Doberstyn moved to approve the minutes of September 4, 2014 as presented by Secretary Perry. Mrs. Caplan seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

Mr. Doberstyn moved to approve the minutes of September 11, 2014 as presented by Secretary Perry. Mrs. Caplan seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

The Work Session minutes of March 18, 2014 were not available for approval. This item was tabled.

The Work Session minutes of April 1, 2014 were not available for approval. This item was tabled.

The Work Session minutes of May 6, 2014 were not available for approval. This item was tabled.

The Work Session minutes of August 19, 2014 were not available for approval. This item was tabled.

The Work Session minutes of August 26, 2014 were not available for approval. This item was tabled.

Mr. Doberstyn moved to approve the Payroll of September 19, 2014 as presented by the Payroll Department. Mrs. Caplan seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

Mr. Doberstyn moved to approve the Shoe Allowance Check Run of September 26, 2014 as presented by the Payroll Department. Mrs. Caplan seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

REVIEW OF PAYROLL CHANGE/RATE SHEETS

The available sheets were signed by the Commission. No action was taken by the Commission.

REVIEW OF THE RULES AND REGULATIONS

This item is on-going and in process.

POLICE DEPARTMENT

The Secretary presented to the Commission the most recent Sergeant Promotional Examination List. It was originally approved for a period of one year on October 17, 2013. Mr. Doberstyn moved to extend the list for one additional year from October 17, 2014 to October 17, 2015. Mr. Huml seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

The Secretary noted the Lieutenants eligibility list was originally approved for a period of two years. An extension was not needed.

SERVICE DEPARTMENT

Director Bandiera was present to request a non-competitive examination for the position of Mechanic/Maintenance Welder at the Service Department to Steven Gorecki. He said this was a critical point in the year for his Department because of leaf collections and soon snow and ice removal and this candidate is well qualified to work on and keep the equipment on the streets. Mr. Huml explained the process and the non-competitive examination was administered.

At the recommendations of Director Bandiera and Stolarsky and after the results of the non-competitive examination, Mr. Huml moved to approve the hiring of Steven Gorecki for the position of Mechanic/Maintenance Welder in the Service Department. Mr. Doberstyn seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

Director Bandiera noted he has four laborer positions available and will be requesting an agility test in the near future to create a new eligibility list. He will be eliminating the endurance run from the testing procedures and is searching for an alternate activity to replace the run.

EMPLOYEE INFORMATIONAL FLOW CHART

Mr. Huml reported in a conversation with Mayor Drucker that the original information proffered was not complete. This item is to be tabled until such time as the Administration deems it complete and ready to bring forward.

HUMAN RESOURCES DEPARTMENT

Director Stolarsky asked the Commission for an opinion on the classification or unclassification of the new position of Senior Planner. She explained the differences between a Planner 2 and Senior Planner. Mr. Huml move to support the efforts of the Administration and to maintain consistency the position should be unclassified. Mr. Doberstyn seconded the motion.

Roll Call: Aye: Caplan, Huml, Doberstyn
 Nay: None The Motion Carried

The Special Meeting scheduled for Tuesday, October 14 at noon has been canceled.

CLOSING

There being no further business to conduct, Mr. Huml moved to adjourn at 7:20 p.m. Mrs. Caplan seconded the motion.

Roll Call: Aye: Caplan, Huml, Doberstyn
 Nay: None The Motion Carried
