

**SOLON CIVIL SERVICE COMMISSION**  
**August 8, 2017 – 4:02 p.m.**

**ROLL CALL**

Present: Commission Members Caplan, Kennedy, Huml

Also Present: HR Director Stolarsky, Director of City Services Drsek

**APPROVAL OF MINUTES**

Motion by Commission Member Huml, second by Commission Member Caplan to approve the minutes of July 6, 2017.

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

Motion by Commission member Huml, second by Commission Member Caplan to approve the minutes of July 20, 2017.

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

**APPROVAL OF PAYROLL**

The Commission certified the following Payroll Check Reports:

Regular Payroll of July 21, 2017

Regular Payroll of August 4, 2017

**APPROVAL OF PAYROLL CHANGE/RATE SHEETS**

The Commission signed off on the available payroll change/rate sheet. No action was taken by the Commission.

**CORRESPONDENCE**

Employee Warning from Director Solanics to Jeffery Addicott. No action was taken by the Commission.

Memo dated August 2, 2017 from Director Drsek to the Civil Service Commission requesting permission to hold another agility test to hire for open positions in the Service Department. Director Drsek was present and explained two candidates from the last list were offered and accepted positions within the Service Department. Three candidates turned down the opportunity. The current list is exhausted and another list is needed. Once the position is advertised he will be holding an agility examination on September 16<sup>th</sup> at 9:00 a.m. Commission Member Caplan asked if a reason was given that the three candidates turned down the position. Director Drsek said they were financially driven. He said to be completely transparent one of the candidates who accepted a position has already resigned for a position in another community with a higher salary. Commission Kennedy said those types of trends make a good case of keeping on pace with other communities. Director Drsek added one of his exemplary employees left the Service Department and is now working at the Water Reclamation Department making more money. Director Stolarsky said this was a topic she wanted to discuss with the Commission in Executive Session.

Motion by Commission Member Huml, second by Commission Member Kennedy authorizing Director Drsek to begin the preparations for an agility test for the available positions of laborer within the Service Department.

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

Director Drsek thanked the Commission for their support. He said they are making great strides at the Service Department. They are preparing for leaf season and recently ordered an automated rubbish truck which should be delivered soon. He said salt has recently

decreased in price and they are awaiting delivery on 10,000 tons of salt in preparation for winter.

Memo to Commission Member Huml from Councilman Pelunis regarding certain actions to be taken by the Commission with regards to New Hires. No action was taken by the Commission at this time.

The Secretary was instructed to respond to Councilman Pelunis advising him the Commission follows Section 8 of the Rules and Regulations with regards to hiring processes.

**SELECTION OF SEPTEMBER AND OCTOBER MEETING DATES**

The Commission selected **September 5<sup>th</sup> and 26<sup>th</sup>** and **October 10<sup>th</sup> and 24<sup>th</sup>** all scheduled to begin at **4:00 p.m.**

**EXECUTIVE SESSION**

Motion by Commission Member Huml, second by Commission Member Kennedy to enter into an Executive Session at 4:16 p.m. for the purpose of discussion Employee Compensation.

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

The Commission reconvened into the Regular Meeting at 5:20 p.m.

There was discussion regarding non-competitive examinations. Commission Member Huml remarked the memo from Councilman Pelunis reminded him that the Commission has not held any non-competitive examinations in quite a while. He would like to move forward according to the Rules and Regulations. Director Stolarsky said it was disappointing to her that Councilman Pelunis did not call her directly. The intent of the memo would stop the City from functioning if the City were not able to hire appropriate staffing as needed.

The Secretary was instructed to respond to Councilman Pelunis advising him the Commission follows Section 8:06 of the Rules and Regulations with regards to the Non Competitive Examination process.

**ADJOURNMENT**

There being no further business to conduct, Commission Member Kennedy moved to adjourn the meeting at 5:26 p.m. Commission Member Caplan seconded the motion.

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

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Prepared and Submitted by \_\_\_\_\_  
Kim M. Perry Secretary, Secretary