

**SOLON CIVIL SERVICE COMMISSION**  
**March 6, 2019 – 4:21 p.m.**

**ROLL CALL**

Present: Commission Members Gross, Huml and Kennedy, Chief Viland and Secretary Perry

Chairman Kennedy thanked Commission Members Gross and Huml for banding together on such short notice to approve the Police Department Entry Level Patrol Officer list while she was away.

**APPROVAL OF MINUTES**

Motion by Commission Member Huml, second by Commission Member Gross to approve the Special Meeting minutes of February 27, 2019.

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

Approval of the minutes of February 19, 2019 is being tabled to the next meeting.

**APPROVAL OF PAYROLL and PAYROLL CHANGE/RATE SHEETS**

Approval of the February 15 and March 1 payroll was tabled to the next meeting.

The available Payroll Change/Rate Sheet was approved by the Commission. No other action was taken.

**PROGRESS ON UPDATE OF RULES AND REGULATIONS**

Commission Member Kennedy distributed to the Commission a Memorandum to Law Director Lobe from Mark Lucas, President of Clemens, Nelson & Assoc., Inc. with his recommendations with regards to the review. Commission Member Kennedy said she would begin to incorporate them into the current Rules and Regulations and once completed there would be final discussions with the Law Director, HR Director Stolarsky and the legal counsel team at Clemens, Nelson & Assoc. prior to passage.

Chief Viland advised the Commission to move carefully while in the process of the review. He advised having the document in its entirety approved by Council to maintain autonomy. At the past review, Council only approved certain sections. Commission Member Kennedy thanked Chief Viland for his historical perspective.

**NON-COMPETE – POLICE FACILITY SUPPORT**

To give a bit of history, Chief Viland explained Non Compete exams are for unique positions within the City where only a single person would be hired and the practicality of the job does not render to an examination. He said the Commission during the last review of the Rules and Regulations stipulated these candidates for hire could be presented in this manner. He noted although the candidate presented before the Commission is the top choice for hire, a job offer cannot be made until Civil Service approves the hiring following the non-compete. This current position has been vacant since October.

Chief Viland explained candidates for hire within the Police Department are vetted more thoroughly than other positions within the City because of the security issues and confidentiality needed to operate within the Department. He said while this candidate's credentials may seem excessive for someone who will be slinging trash and sweeping floors, this position will also be required to prepare RFP's and manage a budget.

He said this was the second time the position was posted because a suitable candidate was not found during the first posting.

Motion by Commission Member Huml, second by Commission Member Kennedy to approve the hiring of Thomas Simonik as presented by Chief Viland for the position of Police Facility Support.

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

Commission Member Kennedy thanked Chief Viland for always doing his due diligence in selecting the ideal candidate for submission to the Commission. Commission Member Huml said he has always appreciated the Chief's methods of being fair. Chief Viland thanked the Commission for always being supportive of his Department.

**ADJOURNMENT**

There being no further business to conduct, Commission Member Gross moved to adjourn the meeting at 5:35 PM. Commission Member Huml seconded the motion.

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

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