SOLON CIVIL SERVICE COMMISSION
July 19, 2011 – 6:30 p.m.

The Solon Civil Service Commission met at Solon City Hall.

PRESENT: Commission Members Doberstyn, Huml, and Patton, Human Resources Director Cornhoff, and Acting Secretary, Bridget Day.

APPROVAL OF MINUTES
Mr. Huml moved to approve the Minutes of July 5, 2011 as presented. Mr. Doberstyn seconded the motion.

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

APPROVAL OF PAYROLL
Mr. Huml moved to approve the hourly/salary payroll for Pay End Date date July 15, 2011 as submitted by the Payroll Department. Mr. Doberstyn seconded the motion.

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

REVIEW OF PAYROLL CHANGE/RATE SHEETS
The Commission reviewed and signed the available payroll change/rate sheets provided by the Payroll Department. No action was taken by the Commission.

Director Cornhoff stated the question as to whether it is necessary for the Commission to sign off on the payroll change/rate sheets for employees not covered by Civil Service remains under study by the Law Director.

CORRESPONDENCE
Memo dated July 9, 2011 from Sergeant Hofmann to Officer Perkins regarding Departmental Charges.

Memo dated July 11, 2011 from Chief Viland to Officer Perkins regarding a Pre-disciplinary hearing relating to Departmental Charges.

Memo dated July 13, 2011 from Chief Viland to Officer Perkins regarding the penalty assessed for the Departmental Charges.

Memo dated July 14, 2011 from Chief Viland requesting the removal of two candidates (David James and John Foran) from the current eligibility list and that the next two names be released for review.

Mr. Huml moved to approve the removal of the two candidates and the release of candidates 11 and 12 to Chief Viland for his review. Mr. Doberstyn seconded the motion.

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

REGULAR BUSINESS
Director Cornhoff reported that due to the passing of an employee within the Service Department, Director Bandiera has requested that the non-competitive examination scheduled for today's meeting be postponed until a more appropriate time.

Discussion with Director Cornhoff ensued with regards to the Civil Service Commission's role with the process of psychological examinations for the safety forces.

The next Civil Service meeting will be held on Tuesday, August 2, 2011 @ 6:30 p.m.

There being no further business to discuss, Mr. Huml moved to adjourn at 6:55 p.m. Mr. Huml seconded the motion.

Aye: Huml, Doberstyn, Patton
Nay: None The Motion Carried

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