

**SOLON CIVIL SERVICE COMMISSION**  
**Wednesday, January 22, 2020 – 5:32 p.m.**

**ROLL CALL**

Present: Commission Members Gross, Kennedy, Chief Shaw, Assistant Service Director Mark Hawley and Secretary Perry  
Absent: None

**SOLON FIRE DEPARTMENT**

Chief Shaw attended the meeting to discuss the weighting of the upcoming promotional exam. It was brought to his attention by the Union Representative that the written exam was generally very difficult and if this portion was weighted less, there may be more candidates willing to take the exam. Chief Shaw explained the components of the exams and the background of the weighting and suggested weighting both exams as 60% for the Assessment and 40% for the Written. Chief Shaw apologized for bringing this to the Commission at this late date but explained he had intended to attend the January 8 meeting before it was cancelled.

After reviewing the Rules and Regulations and the Fire Department's Collective Bargaining Agreement, motion by Commission Member Kennedy, second by Commission Member Gross to leave the weighting as it has historically been because of the late date. The Commission will take this into consideration in two years when the next promotional exam is given.

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

**SOLON SERVICE DEPARTMENT**

Assistant Service Director Hawley addressed the Commission about his memo dated December 17, 2019 regarding the current Civil Service Eligibility List. From that list, 5 were hired and 3 remain employed. One returned to his previous employer and the other accepted a position closer to home. With careful consideration of the remaining candidates interviewed and the remaining candidates with limited experience, they are requesting that the list be dismissed.

With regards to his memo Dated December 16, 2019, Assistant Service Director Hawley introduced Nicholas Pedicino. They are recommending he be moved from part time to Full Time Service Worker II. He explained Mr. Pedicino has been with the Service Department since May of 2019 working primarily in the Solid Waste Division. Since he has been hired he has handled all job assignments in an efficient and professional manner, takes all his job responsibilities very seriously and has demonstrated an exemplary work ethic. He acquired his CDL on his own. Assistant Service Director Hawley said he has received positive feedback from all management, and likes everything Mr. Pedicino brings to the table. For these reasons they are asking that Mr. Pedicino be moved to full time status as a Service Worker II.

Motion by Commission Member Gross, second by Commission Member Kennedy to approve The hiring of Nicholas Pedicino for the position of Service Worker II in the Service Department.

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

With regards to his memo dated December 18, 2019, Assistant Service Director Hawley updated the Commission on the Discipline and Employee Conduct/Referral of one of their employees. He explained the employee put another employee at risk and caused damage to a City vehicle. The actions resulted in the employee being issued a three day suspension, he is participating in the City's EAP program through Lifestyle EAP and received a \$1.00

reduction in pay until completion of the EAP program. He explained the employee has accepted responsibility and has found the EAP program to be very beneficial.

Assistant Service Director Hawley thanked the Commission for their time.

**APPROVAL OF MINUTES**

Motion by Commission Member Kennedy, second by Commission Member Gross to approve the Meeting Minutes of December 11, 2019 as presented by Secretary Perry.

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

**APPROVAL OF PAYROLL**

Motion by Commission Member Gross, second by Commission Member Kennedy to approve the City Payroll for the checks dated December 20, 2019, January 3, 2020, and January 17, 2020.

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

**PAY RATE/CHANGE SHEETS**

The Commission signed the available sheets (9)

**CORRESPONDENCE**

Classified Order dated December 16, 2019 from Chief Tonelli promoting Corrections Supervisor Shawn Filmer to the position of Jail Administrator.

Memo dated December 17, 2019 from Chief Tonelli to the Commission promoting Detective Steven Wagner to Sergeant at the Solon Police Department with the consent of Mayor Kraus and from the current list of eligible candidates. Classified Order dated January 13, 2020 followed.

Memo dated January 21, 2020 from Chief Tonelli to Mayor Kraus regarding the probation termination of Patrolman Michael Corbets and requesting that he be permanently appointed to the position of Patrolman.

**APPROVAL OF CORRECTIONS EXAM**

The Secretary presented the Civil Service List for Corrections for the test given on November 19, 2019.

Motion by Commission Member Kennedy, second by Commission Member Gross to approve the current list for Corrections and that the top 25% of the list be turned over to Chief Tonelli for his review.

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

**PROGRESS ON UPDATE OF RULES AND REGULATIONS**

This update is nearing completion. Commission Member Kennedy noted she received the final update from Legal Counsel and is incorporating it into the current Rules and Regulations. Distribution to the Mayor, Council and Department Heads will be shortly.

**ADJOURNMENT**

There being no further business to conduct, Commission Member Gross moved to adjourn the meeting at 6:32 PM. Commission Member Kennedy seconded the motion.

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

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