

SOLON CIVIL SERVICE COMMISSION
January 8, 2013 – 7:02 p.m.

PRESENT: Commission Members Caplan, Doberstyn and Huml, Director of Human Resources Cornhoff, Assistant Superintendent Peck, Firefighter Gangale and Secretary Perry

APPROVAL OF MINUTES

Mr. Huml moved to approve the minutes of December 11, 2012 as presented by Secretary Perry. Mrs. Caplan seconded the motion.

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

APPROVAL OF PAYROLL

Mr. Huml moved to approve the Payroll of December 14, 2012 as presented by the Payroll Department. Mr. Doberstyn seconded the motion.

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

Mr. Huml moved to approve the Payroll of December 28, 2012 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 Commission reviewed and signed the available Payroll Change/Rate Sheets. No action was taken by the Commission.

MONTHLY REPORT OF DEPARTMENTAL INCOME/EXPENDITURES

The report for the Month Ending November 30, 2012 was reviewed. No action was taken by the Commission.

CORRESPONDENCE

Memo dated December 10, 2012 from Chief Viland to Assistant Lead Dispatcher Jon Ockunzzi regarding Departmental Charges. No action was taken by the Commission.

Memo dated December 13, 2012 from Chief Viland to Auxiliary Patrolman Yartz regarding Continued Employment Status. No action was taken by the Commission.

Memo dated January 2, 2013 from Director Solanics to David Hegedus regarding Discipline. No action was taken by the Commission.

NON COMPETITIVE EXAMINATION – GRANTWOOD MECHANIC

Assistant Superintendent Peck introduced Mark Horner who was present to take a non-competitive examination for the position of Mechanic at Grantwood Golf Course.

Mr. Huml explained the process and the non-competitive examination was administered.

Mr. Huml moved to approve the hiring of Mark Horner based upon his interview and under the recommendations of Assistant Superintendent Peck and Director Cornhoff. Director Cornhoff added Mr. Horner's references were very high. Mr. Doberstyn seconded the motion.

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

FIRE DEPARTMENT

Firefighter Gangale asked to address the Commission about the upcoming promotional

examinations being administered Monday, January 14, 2013. He explained the deadline to apply to take the examination was at 3:00 p.m. on Thursday, January 3 and he arrived after 4:30 that same evening and fortunately ran into Secretary Perry in the parking lot. Secretary Perry accepted the letter stating she would seek a ruling from the Commission at their next meeting as to whether he could be included in the list of candidates taking the examination. He explained to the Commission he has been in the fire department for 12 years and his goal is to become an officer; he has already logged in 300 hours studying. There were no extenuating circumstances for the tardiness and stated he would learn from the outcome. He thanked the Commission for allowing him time to be heard.

Mr. Huml thanked Firefighter Gangale for his time and explained the Commission would rule but must be fair and equitable across the board with all employees. They had to be cognizant of setting a precedent.

Mr. Huml moved to decline the request of Firefighter Gangale to be included in the list of candidates taking the promotional examinations on January 14, 2013. Mr. Doberstyn seconded the motion.

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

RULES AND REGULATIONS REVIEW

Mr. Huml asked the Commission to review the first nine pages of the Rules and Regulations and make suggested changes for discussion at the next meeting.

MISCELLANEOUS

Mr. Huml noted he had a conflict with the scheduled January 22, 2013 meeting date. The Commission agreed to move their meeting to Thursday, January 24, 2013 at 7:00 p.m. In addition, they selected Tuesday the 5th and Tuesday the 19th for their February meeting dates.

There being no further business to discuss, Mr. Huml moved to adjourn the meeting at 7:56 p.m. Mrs. Caplan seconded the motion.

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