

**SOLON CIVIL SERVICE COMMISSION**  
**June 18, 2013 – 7:02 p.m.**

**PRESENT:** Commission Members Caplan, Doberstyn and Huml, Human Resources Coordinator Vest and Secretary Perry

**APPROVAL OF MINUTES AND PAYROLL**

Mr. Huml moved to approve the minutes of June 4, 2013 as presented by Secretary Perry. Mr. Doberstyn seconded the motion.

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

Mr. Huml moved to approve the Payroll of June 14, 2013. Mr. Doberstyn 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.

**PRESENTATION**

Attorney Michael Esposito and Attorney Robin Bell from Clemans, Nelson and Associates, Inc. were in attendance to make a presentation to the Commission on updating the Civil Service Commission Rules and Regulations. They are scheduled to attend the July 23<sup>rd</sup> meeting with a proposal.

**CORRESPONDENCE**

Awards of Commendation were issued to the following officers by Chief Viland for exemplary performance: Sgt. Thomas Lesner, Ptl. Jamie Anderson, Ptl. Christopher Petranic, Ptl. Nicholas Kline, Ptl. William DiGiovanni, Ptl. Robert Soltis, Ptl. Steven Davis, Dispatcher Jon Ockunzzi and Ptl. Roy Cunningham. No action was taken by the Commission.

Classified Order dated June 12, 2013 from Chief Viland promoting Sgt. William Vajdich to the position of Lieutenant effective June 17, 2013. No action was taken by the Commission.

Classified Order dated June 12, 2013 from Chief Viland promoting Ptl. Donald Haines to the position of Sergeant effective June 17, 2013. No action was taken by the Commission.

**POLICE DEPARTMENT**

Memo dated June 14, 2013 from Chief Viland regarding the resignation of full time corrections officer Amanda Urbanski and his request to accept applications from the current pool of five part-time, fully trained and certified corrections officers. Mr. Doberstyn moved to authorize Chief Viland to accept applications from the current pool of part-time corrections officers and to invite his final selection to attend the July 9, 2013 meeting along with the criteria to demonstrate how he made his final section. Mr. Huml seconded the motion.

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

Memo dated June 18, 2013 from Chief Viland requesting the Commission arrange promotional examinations for the positions of Sergeant and Lieutenant in the Police Department. Mrs. Caplan moved to authorize the secretary to begin the process. Mr. Doberstyn seconded the motion.

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

Through Secretary Perry, Chief Viland requested to eliminate three candidates from the list of candidates provided by Tri-C prior to requesting them to submit applications. These candidates had been removed by the Commission from the current eligibility list for cause. Chief Viland did not feel enough time had elapsed between lists to make them eligible. Mr. Huml moved to be fair and equitable the candidates should remain on the list and be given the same opportunities to apply. They should be reviewed and removed in the same manner as any other candidate. Mr. Doberstyn seconded the motion.

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

**FIRE DEPARTMENT**

Mr. Huml moved to certify the Lieutenant list to March 6, 2014 to be date aligned with the Battalion Chief list. Mrs. Caplan seconded the motion.

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

There being no further business to discuss, Mr. Huml moved to adjourn the meeting at 8:14 p.m. Mrs. Caplan seconded the motion.

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

---

---

---