

**SOLON CIVIL SERVICE COMMISSION**  
**August 8, 2013 – 7:03 p.m.**

**PRESENT:** Commission Members Caplan, Doberstyn and Huml, Human Resources Director Cornhoff, City Services Director Bandiera and Secretary Perry

**APPROVAL OF MINUTES AND PAYROLL**

Approval of the Minutes of July 23, 2013 was tabled.  
Approval of the Payroll of July 26, 2013 was tabled.

**REVIEW OF PAYROLL CHANGE/RATE SHEETS**

The Commission reviewed and signed the available Payroll Change/Rate Sheets. No action was taken by the Commission.

**RULES AND REGULATIONS REVIEW**

This item is tabled pending the receipt of additional information from the vendor, Clemans, Nelson & Associates, Inc.

**SERVICE DEPARTMENT**

Director Bandiera was present to request a non-competitive examination for the position of Laborer. He introduced Thomas J. Znidarsic. Mr. Huml explained the process and the examination was administered.

Mr. Huml moved to approve the hiring of Thomas J. Znidarsic to the position of Laborer based upon his interview and the recommendation of Director Bandiera. Mrs. Caplan seconded the motion.

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

Director Bandiera noted he has two candidates he would like direction on removing from the list. One candidate did not show up for a scheduled interview and has not responded to repeated phone calls. Another candidate was offered the position but requested time to consider the offer. He has also not responded to repeated phone calls to either accept the position or voluntarily remove himself from the list. The Commission requested that certified letters be sent to both candidates prior to removing them from the list.

**CORRESPONDENCE**

Memo dated July 29, 2013 from Chief Viland requesting the removal of candidate #4 from the current eligibility list for cause and requesting the release of the next candidate for review. Mr. Doberstyn moved to remove candidate #4 from the current eligibility list based upon the information provided by Chief Viland and authorized the release of the next candidate for review. Mrs. Caplan seconded the motion.

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

Award of Commendation from Chief Viland to Patrolman Nicholas Kline for his exemplary performance and bravery during the March 17, 2013 incident.

Award of Commendation from Chief Viland to Patrolman Steven Davis for his exemplary performance and bravery during the March 17, 2013 incident.

Memo dated August 2, 2013 from Chief Shaw requesting the removal of two candidates based upon ORC 124.42. This item was tabled pending additional information from Law Director Lobe. The Commission is requesting case law and the definition of original appointment.

There was discussion concerning the request by the Service Department for 10 names from the eligibility lists as are given to the Police and Fire Departments. The Commission noted testing procedures will have to be conducted more frequently and it could discourage candidates from applying. All the ramifications of such request should be considered. Director Cornhoff noted he would also discuss the matter with Director Bandiera and all the Directors and respond back to the Commission.

There being no further business to discuss, Mr. Doberstyn moved to adjourn the meeting at 8:08 p.m. Mrs. Caplan seconded the motion.

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

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