

**SOLON CIVIL SERVICE COMMISSION**  
**August 22, 2013 – 7:01 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**

Mr. Huml moved to approve the minutes of July 23, 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 minutes of August 8, 2013 as presented by Secretary Perry. Mr. Doberstyn seconded the motion.

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

Mr. Doberstyn moved to approve the Payroll of July 26, 2013 as presented by the Payroll Department. Mr. Huml 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.

**REVIEW OF DEPARTMENTAL INCOME AND EXPENDITURES**

The report for the Month Ending July 31, 2013 was presented. No action was taken by the Commission.

**CORRESPONDENCE**

Memo dated August 9, 2013 from Assistant Director of the Recreation Schneider to John Majewski, III regarding discipline. No action was taken by the Commission.

Memo dated August 12, 2013 from Lt. Felton to Dispatcher Scott regarding formal charges. No action was taken by the Commission.

Memo dated August 12, 2013 from Chief Viland to Dispatcher Scott regarding a pre-disciplinary hearing. No action was taken by the Commission.

Memo dated August 12, 2013 from Lt. Tonelli to Auxiliary Captain Freiberg regarding departmental charges. No action was taken by the Commission.

Memo dated August 14, 2013 from Chief Viland to Auxiliary Captain Freiberg regarding a pre-disciplinary hearing. No action was taken by the Commission.

Memo dated August 13, 2013 from Chief Viland to Mayor Drucker requesting the probation termination of Ptl. Alexander Leimeister. No action was taken by the Commission.

Memo dated August 13, 2013 from Chief Viland to Mayor Drucker requesting the probation termination of Ptl. Linda Castro. No action was taken by the Commission.

Classified Order dated August 19, 2013 from the Police Department announcing the resignation of Substitute Crossing Guard Marybeth Wasserman effective August 19, 2013. No action was taken by the Commission.

Letter dated August 20, 2013 to John Parker from Administrative Manager Holub removing him from the current laborer eligibility list. No action was taken by the Commission.

Letter dated August 20, 2013 to Scott Kranek from Administrative Manager Holub removing him from the current laborer eligibility list. No action was taken by the Commission.

**SERVICE DEPARTMENT**

Director Bandiera was present for a non-competitive examination for the position of Laborer. He introduced Glen Benedict. Mr. Huml explained the process and the examination was administered.

Mrs. Caplan moved to approve the employment of Glen Benedict to the position of Laborer based upon his interview and the recommendation of Director Bandiera. Mr. Doberstyn seconded the motion.

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

**RULES AND REGULATIONS REVIEW**

Director Cornhoff was requested by the Commission to prepare specifications to submit to Clemans, Nelson and Associates, Inc. describing what is needed to update the Rules and Regulations. The Commission believes there are rules unique to the City of Solon that should be maintained.

**POLICE DEPARTMENT**

Secretary Perry reported the Lieutenant's Promotional Examination originally scheduled for August 27<sup>th</sup> is being rescheduled to October 21, 2013.

**ADJOURNMENT**

There being no further business to discuss, Mr. Huml moved to adjourn the meeting at 8:03 p.m. Mrs. Caplan seconded the motion.

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

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