

SOLON CIVIL SERVICE COMMISSION
January 23, 2014 – 6:10 P.M.

PRESENT: Commission Members Caplan, Doberstyn and Huml, Human Resources Coordinator Vest, Human Resources Generalist Stolarsky, Michael Esposito of Clemens Nelson

APPROVAL OF MINUTES AND PAYROLL

Mrs. Caplan moved to approve the minutes of January 7, 2014 as presented by Secretary Perry. Mr. Huml seconded the motion.

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

Mr. Huml moved to approve the payroll of January 10, 2014. Mr. Doberstyn seconded the motion.

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

Mr. Huml moved to approve the payroll of January 24, 2014. 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 the available Payroll Change/Rate Sheets. No action was taken by the Commission.

REVIEW OF DEPARTMENTAL APPROPRIATIONS AND EXPENDITURES

The Commission reviewed the report for the period ending December 31, 2013. No action was taken by the Commission.

CORRESPONDENCE

Memo dated December 18, 2013 from Chief Viland to Lt. Vajdich regarding Departmental Charges. No action was taken by the Commission.

Memo dated January 7, 2014 from Chief Viland to Mayor Drucker requesting the termination of probation for Ptl. Geoffrey M. Hill. No action was taken by the Commission.

Memo dated January 14, 2014 from Chief Viland to Auxiliary Ptl. Mulica regarding Departmental Charges. No action was taken by the Commission.

Memo dated January 21, 2014 from Russell Schneider to the Civil Service Commission regarding retroactive raises. The Commission requested further clarification to ensure there was equality and fairness between the employees where raises are concerned. Mr. Esposito interjected this was not a Civil Service matter if the agreed upon raises were approved by Council and the Administration. Miss Vest noted the matter was being shared with the Commission for informational purposes only. Mr. Huml asked that in the future where there may be the potential for action by the Commission that the background of the situation be shared with the Commission.

Memo from Chief Shaw to the Commission requesting an Entrance Examination for Firefighter. Mr. Huml acknowledged the correspondence and asked the Secretary to begin the process of preparing for an examination. Mr. Esposito noted the current statute states if at least one appointment has been made from an existing list and no other suitable candidates are contained within the list, the list can be terminated prior to the expiration date and a new list can be generated.

RULES AND REGULATIONS REVIEW

Michael Esposito of Clemens Nelson was in attendance to discuss the update of the Rules and Regulations. Mr. Huml explained how the Commission would like the review process to proceed. Mr. Esposito explained that process would be difficult to work within the confines of the agreed upon fee. Mr. Esposito said he would then have to contact Mayor Drucker for an increase. He wants the Commission to be happy with the product and feels comfortable working within the agreed upon fee amount; he just would not be able to provide it in the format requested by the Commission.

Mr. Huml asked that the Secretary contact Mr. Esposito prior to the next meeting for his availability for a work session towards the end of February.

Mr. Huml also stated that he did not want other matters to be brought before the Commission during the work session. This would be solely for the purposes of updating the Rules and Regulations.

CLOSING

There being no further business to conduct, Mr. Huml moved to adjourn at 7:15 p.m. Mr. Doberstyn seconded the motion.

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