MINUTES

MARION CIVIL SERVICE COMMISSION

May 3, 2011

The Marion Civil Service Commission held its regular meeting on Tuesday, May 3, 2011 at 7:15 a.m. Commission members present were Schlotterback and Mettler. Also present: Housing Director Hoover and Janice Lawrence. Absent: Draper

Motion by Mettler, seconded by Schlotterback to approve the minutes of the April 5, 2011 meeting. Motion carried.

Motion by Mettler, seconded by Schlotterback to accept the tentative testing schedule for building inspector, as provided by Housing Director Hoover, with the following changes:

 1. The deadline to accept applications will be 5:00 p.m. June 6th instead of May 31st.

 2. Test date will be June 11th instead of June 4th.

 3. The certified list will be prepared June 14th instead of June 7th.

 4. Testing will be held at the Lowe Center, if available.

Motion carried.

Motion by Mettler, seconded by Schlotterback to receive and file a memo dated 4/13/11 from Police Chief Daugherty declaring the current eligibility list for entry level police officers is exhausted. Motion carried.

Motion by Mettler, seconded by Schlotterback to receive and file a memo dated 4/26/11 from Fire Chief Jackson regarding promotional testing. Motion carried. A memo will be drafted to the Fire Department regarding the Commission’s intent to test during the winter of 2011-2012 unless it is deemed necessary to test sooner.

Next month’s meeting will be changed to June 14th from June 7th. This will allow the Commission to certify the building inspector eligibility list at that meeting.

There being no further business, Schlotterback motioned and Mettler seconded to adjourn the meeting at 7:40 a.m. Motion carried.

Janice Lawrence

Acting Clerk of Commission