



# MINUTES

## Civil Service Commission

8:30 AM - Tuesday, April 6, 2021  
City Hall, 1225 6th Avenue

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*\*Minutes are in draft format until approved at the next meeting\**

The Civil Service Commission of the City of Marion, Linn County, Iowa met in regular session, on Tuesday, April 6, 2021, at 8:30 AM, at City Hall, 1225 6th Avenue, with the following members present:

PRESENT: Grant Hagen, Rachel Kadlec, and Paul Rehn

ABSENT: None

Also present were the following staff members: Rachel Bolender, Mike Kitsmiller, and Deb Krebill

Based on COVID-19 guidance from Linn County Public Health and the State of Iowa to limit the size of groups gathering, this meeting was held electronically. The agenda and City's website provided instructions on how others could participate in the meeting.

### **REGULAR AGENDA**

- Motion to approve the minutes from the February 2, 2021 meeting.  
Moved by Hagen, seconded by Kadlec, to approve item listed above.  
Approved unanimously
- Motion to approved the certified list for Firefighter.  
Moved by Kadlec, seconded by Hagen, to approve the certified list as follows (in standing order):
  - Kyle Ugarph
  - Duane Kroencke
  - Caleb Fairlie
  - Joshua Hora
  - Zachary Cooper
  - Richard Schmitz
  - Robert "Josh" Hulme
  - Daniel Poirier
  - Christian Staley
  - Michael Behn
  - William Thomas
  - Kenna Fry
  - Zachary Schmitz
  - Kean McBurney

- Alexander Gragg
- Carissa Lee
- Nathan Hinders
- David Manternach

Approved unanimously

- Motion to establish a fixed passing score of 70% for all promotional exams within the Fire Department.

Moved by Hagen, seconded by Kadlec, to approve item listed above. Commission Clerk Bolender stated per Civil Service code, the certified list will still have a limit of 10 candidates even if more than 10 have a score above 70%. Fire Chief Krebill stated the Union requested consistency for passing scores with all promotional exams within the Fire Department.

Approved unanimously

- Discussion regarding testing for the position of Battalion Chief in July.

Fire Chief Krebill stated the current certified list expires in June 2021 and she would like to hold another testing in July. Rehn asked if the current list could be extended. Bolender stated she would have to look. Krebill stated she would prefer to retest. All members were in favor of retesting.

### **OTHER BUSINESS**

- Rehn congratulated Kadlec on her reappointment to the Civil Service Commission.
- Rehn stated he is unable to attend the Police Officer testing on Saturday. Kadlec stated she will be present. Bolender stated to arrive by 7:45 a.m.
- Bolender stated the chair of the commission will be an agenda item in May and asked if Rehn would like to continue that role. All members were in favor of keeping Rehn as chair.
- Police Chief Kitsmiller stated Anna Maloney, who was hired from the last testing cycle, has been working in the Communications Center and will be able to go to the academy in May.
- Rehn asked about staffing levels at the Police Department. Kitsmiller stated they currently have 46 officers so are looking to hire two people. Kitsmiller stated there are 28 applicants in this next testing cycle.
- Hagen asked how the new fire station is going. Krebill stated it should be ready to move into in May.

### **ADJOURN**

- Moved by Hagen, seconded by Kadlec, to adjourn the meeting. Approved unanimously. The meeting adjourned at 8:46 a.m.

Prepared by:

Rachel Bolender, Civil Service Commission Clerk