



# MINUTES

## Civil Service Commission

8:30 AM - Tuesday, May 4, 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, May 4, 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, Kirsten Fisher, and Jason Hansen

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 April 6, 2021 meeting.  
Moved by Hagen, seconded by Kadlec, to approve item referenced above.  
Approved unanimously
- Motion to certify list for Police Officer.  
Moved by Kadlec, seconded by Hagen, to approve certified list as follows (in standing order):
  - Gabriel Kalkbrenner
  - Austin Mensen
  - Kylie McCaughey
  - Benoit LeRoy
  - Benjamin Krueger
  - Brandon Mosena
  - Ryley BotsfordApproved unanimously
- Motion to appoint Paul Rehn as chair of the Civil Service Commission for the period of May 1, 2021 to April 30, 2022.  
Moved by Hagen, seconded by Kadlec, to approve item as referenced above.  
Approved unanimously

- Motion to approve a legal review of the Marion Civil Service Rules.  
Moved by Kadlec, seconded by Hagen, to approve item as referenced above. Commission Clerk Rachel Bolender stated Lynch Dallas found some outdated items in the rules and recommended a complete legal review. Kadlec stated she is in favor and would like the opportunity to ask Lynch Dallas questions about the rules.  
Approved unanimously

### **OTHER BUSINESS**

- Discussion regarding Commission members present at testing and interviews. Commission Clerk Rachel Bolender stated Lynch Dallas mentioned if two or more members will be present at testing or interviews, a meeting notice will need to be posted. Kadlec asked how other cities handle employee testing. Bolender stated she will need to check.
- Kadlec asked when testing will be held for the Battalion Chief position. Deputy Fire Chief Jason Hansen stated nothing is scheduled at this time but it will be after the current list expires.
- Police Chief Mike Kitsmiller thanked the Commission members that attended the testing last month for police officer. Kitsmiller stated they may need to hire three from the certified list.
- Rehn asked about the status of the new fire station. Hansen stated opening has been delayed until mid-June.

### **ADJOURN**

- Moved by Hagen, seconded by Kadlec to adjourn the meeting at 8:44 p.m. Approved unanimously.

Prepared by:  
Rachel Bolender, Civil Service Commission Clerk