

CIVIL SERVICE COMMISSION MINUTES
January 9, 2019

The meeting of the Civil Service Commission was called to order at 5:00 p.m. by Chairman Mike Hecker. Commission Members present throughout the meeting were: Pat Ohlmann, Brad Bowen, Corey Gray. Other officials present throughout the meeting were: Chief of Police Alan Baldwin, and Secretary/Chief Examiner Bonnie Otte recording the minutes. Absent: None.

Chairman Hecker announced that a copy of the Agenda for this meeting is posted on the north wall of the Municipal Building along with copies of the agenda and where also posted is a copy of the Open Meetings Act for public inspection.

1. ELECT CHAIRMAN OF THE COMMISSION

Chairman Hecker opened the floor for nominations for Chairman and nominated Corey Gray, seconded by Ohlmann. No other nominations were made.

Commission Member Bowen moved that the nominations cease, seconded by Ohlmann. Voting in favor of Gray as Chairman of the Civil Service Commission:

AYE: Bowen, Hecker, Ohlmann, Gray.

NAY: None.

Absent: None. Motion carried.

Chairman Gray took his seat and continued with the agenda proceedings.

2. REPORT ON STATUS OF ELIGIBILITY LIST

Secretary Otte reported that the Police Officer Eligibility list was down below three names and Mayor Eickmeier requested the Civil Service Commission establish a new list. Otte stated the process began on December 4, 2018.

3. REPORT FROM CHIEF OF POLICE ON DEPARTMENT ACTIVITIES

Chief of Police Baldwin reported that Officer Paul Vyhldal resigned the end of December, 2018. Officer Chris Waldron just completed his training and began his field training program this week.

4. APPROVAL OF ORAL INTERVIEW QUESTIONS FOR POLICE OFFICER I

Commission Member Hecker moved, seconded by Bowen that the Oral Interview Questions for Police Officer I be approved as presented.

AYE: Gray, Hecker, Ohlmann, Bowen

NAY: None.

Absent: None. Motion carried.

5. ESTABLISH WRITTEN TEST AND ORAL EXAMINATION DATE OF JANUARY 23, 2019

Commission Member Bowen moved, seconded by Ohlmann that January 23, 2019 be established as the date to conduct the Police Officer I written exam and oral interviews, with interviews beginning at 4:30 p.m.

AYE: Hecker, Ohlmann, Bowen, Gray

NAY: None.

Absent: None. Motion carried.

6. ESTABLISH LIMIT TO NUMBER OF APPLICANTS TO GO TO ORAL INTERVIEW

Secretary Otte stated seven applications were received for the Police Officer I testing and eligibility list process. Chief of Police Baldwin stated that all applications met the minimum qualifications to sit for the written test. After a brief discussion, the Commission took no action on establishing a limit to the number of applicants to go to the oral interview, given the low number of applications.

Motion made by Ohlmann, seconded by Hecker, that all seven applications be forwarded and invited to the written testing process.

Aye: Bowen, Hecker, Ohlmann, Gray

Nay: None.

Absent: None. Motion carried.

7. CONSENT AGENDA

Motion made by Hecker, seconded by Ohlmann, to approve the following consent agenda:

- a. Minutes of January 25, 2018 meeting

Aye: Bowen, Ohlmann, Hecker, Gray

Nay: None.

Absent: None. Motion carried.

ADJOURN

Motion made by Hecker, seconded by Bowen to adjourn the January 9, 2019 Civil Service Commission meeting.

Aye: Ohlmann, Bowen, Hecker, Gray

Nay: None.

Absent: None. Motion carried.

Bonnie Otte
Civil Service Commission Secretary