



**Civil Service Commission  
Regular Meeting – Minutes  
February 5, 2019**

The Marion Civil Service Commission met on Tuesday, February 5, 2019 at 8:30 a.m. in Room 136 at City Hall. Commission members present were Paul Rehn and Grant Hagen. Absent: Sharon Mettler. Also present Fire Chief Deb Krebill, HR Manager Jen Ketelsen, Police Chief Joe McHale, Police Administrative Manager Shellene Gray, Community Development Director Tom Treharne, Building Official Gary Hansen, City Engineer Mike Barkalow and Commission Clerk Rachel Bolender.

Moved by Hagen, seconded by Rehn to approve the minutes of the January 8 and 17, 2019 meeting. All in favor, motion carried.

Moved by Hagen, seconded by Rehn to exhaust the certified list for Police Officer. Police Chief Joe McHale went through the certified list and explained reasons why each person on list is no longer eligible. All in favor, motion carried.

Moved by Hagen, seconded by Rehn to receive and file memo regarding resignation and promotions at the Police Department. Joe McHale gave history of those being promoted.

Moved by Hagen, seconded by Rehn to receive and file memo regarding Police Officer Testing. All in favor, motion carried.

Moved by Hagen, seconded by Rehn to approve the hiring process and schedule for Police Officer. All in favor, motion carried.

Civil Service Commission Clerk Rachel Bolender presented scores from the recent Engineering Tech testing. It is the City Engineer's recommendation to certify the top 5 candidates.

Moved by Hagen, seconded by Rehn to certify list for Engineering Tech as follows:

- Alex Shatek
- Aaron Swander
- Graham Walker
- Andrew Ball
- Brian Mensen

All in favor, motion carried.

Civil Service Commission Clerk Rachel Bolender presented scores for the Permit Tech position. It is the Building Official's recommendation to certify the top 11 candidates.

Moved by Hagen, seconded by Rehn to certify list for Permit Tech as follows:

- Jennifer L Goerg
- Mary Ann Bries
- Amanda J Lehman
- Robyn S Moravek

Jennifer L Redmond  
Kimberly M Rehn  
Marin Woods  
Geoffrey L Johnson  
Sarah J Tate  
Marejuanet A Santiago  
Perry Martin

All in favor, motion carried.

Fire Chief Deb Krebill stated in talking with City Manager and Budget Manager, it is recommended to promote existing Captains to the Battalion Chief position. Paul Rehn asked what would happen if a current Captain doesn't want to be promoted. Deb Krebill stated they would then work with Cayler Consulting. She asked at this time, the next agenda item be removed.

Motion to approve the hiring process and schedule for Battalion Chief was removed from the agenda.

With there being no further business, moved by Hagen, seconded by Rehn to adjourn the meeting at 8:46 a.m. All in favor, motion carried.

Rachel Bolender, Civil Service Commission Clerk