



# MINUTES

## Civil Service Commission

8:30 AM - Tuesday, November 2, 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, November 2, 2021, at 8:28 a.m., at City Hall, 1225 6th Avenue, with the following members present:

PRESENT: Grant Hagen, Rachel Kadlec, and Paul Rehn

ABSENT: None

STAFF PRESENT: Rachel Bolender, Mike Kitsmiller, Deb Krebill, and Kirsten Fisher

### REGULAR AGENDA

- Motion to approve the minutes from the October 5, 2021 meeting.  
Moved by Hagen, seconded by Kadlec, to approve item referenced above.  
Approved unanimously
- Motion to receive and file memo regarding new Police Officer hires.  
Moved by Kadlec, seconded by Hagen, to approve item referenced above. Police Chief Mike Kitsmiller stated three conditional offers have been made with two being lateral transfers. The third will attend the police academy in January. Two other officers may be leaving the department so may have more openings. Hagen asked if there were any retirements coming up. Kitsmiller stated there is a Sergeant and Lieutenant close to retirement.  
Approved unanimously
- Motion to receive and file memo regarding Battalion Chief Testing, approve the hiring schedule and accept proposal from Cayler Consulting for testing services.  
Moved by Hagen, seconded by Kadlec, to approve item referenced above. Fire Chief Deb Krebill stated Cayler Consulting has been used in the past and previous candidates have spoke favorably. Kadlec stated she would be interested in attending the testing.  
Approved unanimously

### OTHER BUSINESS

- Fire Chief Deb Krebill stated she will be changing the job description for Battalion Chief to remove the requirement that they have paramedic certification to allow for more applicants. Human Resources Director Kirsten Fisher stated this will cast a wider net to get a larger pool of candidates. Hagen asked how many Battalion Chief positions there

are. Krebill stated there are currently four but the current certified list has expired.

- Commission Clerk Rachel Bolender stated the City Council has hired Ryan Waller as the new City Manager. He is coming from Indianola, IA and is set to start on November 29. She stated she will ask him to come to one of the first couple meetings to introduce himself to the commission.

### **ADJOURN**

- Moved by Hagen, seconded by Kadlec to adjourn the meeting. Approved Unanimously. The meeting adjourned at 8:44 a.m.

Prepared by:

Rachel Bolender, Civil Service Commission Clerk