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**Civil Service Commission
March 25, 2019
Minutes**

Commissioners Mary Stevens, Chair
Present: Nancy Harris, Commissioner

Absent: Paul Peglow, Commissioner
Gregg Davison, Ex officio member

Other Staff Present: Justin Nickel, Public Works Director
Kevin Pigors, Transit Administrator
David Rierson, Fire Chief

The Civil Service Commission met on March 25, 2019, in the City Council Chamber at located at 10 W State Street, according to posted notices.

Stevens called the meeting to order at 5:01 PM.

Item #1 – February 5, 2019, minutes

Harris moved to approve the minutes for February 5, 2019, second by Stevens. Motion approved 2-0.

Item #2 – Transit Mechanic – New Hire List

The Transit Mechanic testing process was followed for the new hire list. The process consisted of application questions an interview, and a hands-on test. Four applications were received, two interviewed, with a natural score break. Transit Administrator Pigors said the natural break was very obvious, with only one individual qualified for the list. There is one opening A ranked list of one individual was presented by Public Works Director Justin Nickel to the Commission for approval. Harris moved to approve the ranked list, second by Stevens. Motion approved 2-0.

Item #3 – Transit Operator – New Hire List

The Transit Operator Public Works Construction Inspector testing process was followed for the new hire list. Kevin Pigors explained the job was posted initially in house. A part time individual was deemed qualified to move to the Full time position. A ranked list of one individual was presented to the Commission for approval. Stevnes moved to approve the ranked list, second by Harris. Motion approved 2-0.

City Council
Leon Lamer, Bill Martin, Gabe Isom, Al Hoop,
Sue Cahill, Mike Gowdy, Bethany Wirin



Item #4 – Fire Lieutenant Promotional Testing Process

Fire Chief Rierson explained the testing process for the Fire Lieutenant will consist of both hands on and written tests with an application, tactical activities, and interview, and how they will be scored externally. A ranked list will brought back to the commission for approval. Stevens moved to approve the testing process, second by Harrison. Motion approved 2-0.

The Commission meeting adjourned at 5:15 PM.

Respectfully submitted,

Shari L. Coughenour, CMC, City Clerk