

CIVIL SERVICE COMMISSION
City of Ottawa
301 West Madison Street
Ottawa, Illinois 61350

September 5, 2023 Minutes

Present:

Jim Reilly
Maribeth Manigold
Richard Nesti
Kim Czyz

Heather Johnson
Brienne Petersen – City Staff

Meeting called to order at 1:34 p.m.

Public Comment: None

Moved Kim Czyz, second by Maribeth Manigold that the minutes of the June 6, 2023, meeting be approved as written. All ayes. Motion passed.

Authorize Testing for Telecommunicator Classification

The Telecommunicator Eligibility Register has been exhausted and a new list needs to be created. It was proposed that applications will be accepted through October 11, 2023 and the written exam would take place on October 24, 2023.

Moved by Jim Reilly, second by Heather Johnson to authorize testing for Telecommunicator classification. All ayes. Motion passed.

Authorize Testing for Vehicle Maintenance Classification

The Vehicle Maintenance Eligibility Register will expire October 4, 2023 requiring a new eligibility register after this date.

Moved by Maribeth Manigold, second by Kim Czyz to authorize testing for Vehicle Maintenance classification. All ayes. Motion passed.

New Business

None

Old Business

Discussion regarding the previous letter sent to the City Council regarding abolishing Civil Service Commission. Brienne Petersen is going to try to find the original letter that was included in the Annual Report in May of 2022 and send it to the Commission.

Adjournment

Moved by Maribeth Manigold, second by Kim Czyz to adjourn the meeting at 2:10 p.m. All ayes. Motion passed.

Respectfully submitted,

Brienne Petersen

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Human Resource Director

Eligibility List Summary

Classification

Telecommunicator
Vehicle Maintenance
General Labor/Building Maintenance (Public Property)
General Office
Water and Wastewater (Public Utilities)

Expiration Date

October 4, 2024 (Exhausted)
October 4, 2023
March 15, 2024
March 7, 2024
March 7, 2024