

**CITY OF OTTAWA**  
301 West Madison Street  
Ottawa, Illinois 61350



**CIVIL SERVICE COMMISSION MINUTES**  
March 4, 2014

Present: Jean Eltrevoog  
Phil McNally  
Jack Mitchell  
Kyle Stephens  
Chief Brent Roalson  
Kim Czyz

Kyle Stephens called the meeting to order at 11:05 a.m.

Moved by Jack Mitchell, second by Phil McNally to approve the minutes of the December 4, 2013 meeting as written. All ayes. Motion passed.

Moved by Kyle Stephens, second by Jean Eltrevoog to award five (5) Veteran Preference Points to the test score of Caleb Anderson for Vehicle Maintenance. All ayes. Motion passed.

Chief Roalson advised the Commission that a Telecommunicator has resigned.

Moved by Jack Mitchell, second by Rob Schmidt to offer a telecommunicator position to the next eligible candidate on the current Telecommunicator Eligibility Register. All ayes. Motion passed.

The meeting adjourned at 11:25 a.m. All ayes.

Respectfully submitted,

Kim Czyz  
Administrative Assistant to the Mayor

**Eligibility List Summary**

**Classification**

**Expiration Date**

Telecommunicator	September 20, 2014
Vehicle Maintenance	March 4, 2016
General Labor/Building Maintenance	December 4, 2015
General Office	December 4, 2015
Water and Wastewater	December 4, 2015