

CITY OF OTTAWA
301 West Madison Street
Ottawa, Illinois 61350



CIVIL SERVICE COMMISSION MINUTES
May 29, 2015

Present: Jean Eltrevoog
Phil McNally
Jack Mitchell
Jim Reilly
Rob Schmitt
Kim Czyz
Bob Shull

Jack Mitchell called the meeting to order at 11:05 a.m.

Moved by Phil McNally, second by Rob Schmidt to approve the minutes of the April 16, 2015 meeting as written. All ayes. Motion passed.

Bob Shull advised the Commission that Fletcher Wells will be retiring June 12, 2015 following 41 years of service to the City. Due to this retirement, there is an opening in Public Works-Water Division.

Moved by Jean Eltrevoog, second by Rob Schmidt to offer a position to the next eligible candidate on the water/wastewater eligibility register. All ayes. Motion passed.

Kim reminded the Commission that testing for General Labor/Building Maintenance, Clerical, and Water/wastewater will expire December 4, 2015. Test dates will be scheduled at a later meeting.

Bob Shull and Kim will meet with Jennifer Scheri from IVCC to review the tests to determine if any of the data should be updated.

Moved by Phil McNally, second by Jean Eltrevoog that the meeting be adjourned at 11:45 a.m. All ayes.

Respectfully submitted,

Kim Czyz
Administrative Assistant to the Mayor

Eligibility List Summary

Classification

Expiration Date

Telecommunicator
Vehicle Maintenance
General Labor/Building Maintenance
General Office
Water and Wastewater

February 20, 2017
March 4, 2016
December 4, 2015
December 4, 2015
December 4, 2015