

CITY OF OTTAWA
301 West Madison Street
Ottawa, Illinois 61350



CIVIL SERVICE COMMISSION MINUTES
February 6, 2013

Present: Jean Eltrevoog
Phil McNally
Jack Mitchell
Rob Schmidt
Bob Shull
Kyle Stephens
Kim Czyz

Kyle Stephens called the meeting to order at 11:03 a.m.

Moved by Jack Mitchell, second by Rob Schmidt to approve the minutes of the January 11, 2013 meeting as written. All ayes. Motion passed.

Kim Czyz advised the Commission that no current employee responded to the vacancy at the wastewater treatment plant.

Moved by Jack Mitchell, second by Jean Eltrevoog to hire the next eligible candidate on the current Water/Wastewater Eligibility register. All ayes. Motion passed.

Moved by Kyle Stephens, second by Jack Mitchell to adjourn the meeting at 11:35 a.m. All ayes. Motion passed.

Respectfully submitted,

Kim Czyz
Administrative Assistant to the Mayor

Eligibility List Summary

Classification

Expiration Date

Telecommunicator	September 20, 2014
Vehicle Maintenance	October 20, 2013
General Labor/Building Maintenance	October 28, 2013
General Office	November 28, 2013
Water and Wastewater	November 4, 2013