

MINUTES OF THE  
CIVIL SERVICE COMMISSION MEETING  
Public Works Conference Room  
Thursday, November 5, 2015

Attendance: Scott Orille, Chairman  
Timothy Maloney, Secretary

Valerie Rosmarin, Clerk

Absent: Jeffrey Coughlin, Vice Chairman

Also in attendance: Chief Huerner, HR Director DeTillio and Mayor Zilka

The meeting commenced at 6:00 p.m.

1. Approval of Minutes

Secretary Maloney made a motion to approve the minutes from October 8, 2015. The motion was seconded by Chairman Orille. **Vote: 2-0.**

2. Fire Department

- Firefighter/Paramedic

The Clerk reported that the Commission approved the appointment of Daniel Root as Firefighter/Paramedic on October 8, 2015. Prior to Council appointment, Mr. Root declined the position for the second time. Mr. Root decided to remain in his current position at Brook Park.

Chief Huerner requested the Commission recommended the appointment of Cole Eichenlaub. Mr. Eichenlaub successfully completed all tests and evaluation in the interview process and will be appointed by Council on November 9, 2015.

**Motion:** Chairman Orille made a motion to certify Cole Eichenlaub to the position of Firefighter/Paramedic in the classified service of the City of Avon Lake. The motion was seconded by Secretary Maloney. **Vote: 2-0.**

**Action:** The Civil Service Commission endorsed the Certificate of Appointment. A copy will be forwarded to Mr. Eichenlaub.

Daniel Root was removed from the eligibility list on October 8, 2015 when he was certified for appointment. Based on Chief Huerner's recommendation, Mr. Root will not be reinstated to the eligibility list.

- Lieutenant Promotional

The Clerk reported that HR Director DeTillio consulted with Clemens Nelson in regards to the appointment of the number one candidate on the lieutenant promotional eligibility list. That candidate has been on a medical leave due to a work injury sustained.

HR Director DeTillio stated that Pete Nevada of Clemens Nelson reviewed this issue and concluded that the Commission has a finite amount of time to fill the vacancy according to the Civil Service Rules. Therefore, the Commission should have dialog with the candidate, i.e. given an opportunity to be heard, as per CSR 12 Section E, Disqualification of Eligibles. HR Director DeTillio recommended the Commission meet with the candidate to determine when the doctor will allow him to return to work.

**Action:** The Civil Service Commission will send notice to the candidate to request his appearance for the hearing on November 18, 2015 at 6:00 p.m.

### 3. Budget

The Clerk reported that City Council will pass the 2016 budget in December. Since City Council reduced the Commission's budget in 2015, the Clerk asked the Commission for their budget recommendation.

**Action:** The Clerk was directed to forward the budget recommendation of the Commission to be consistent with budgets from 2012 through 2014.

### 4. Update: Entry Level Patrolman – Police Department

The Clerk reported that Chief Streator provided the Commission with a request to be removed from the eligibility list from candidate Zachary Callahan on October 20, 2015. Based on the authorization of the Commission by motion dated October 8, 2015, the Clerk forwarded the application of Caleb Goebelt, the next eligible candidate.

Meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Valerie Rosmarin, Clerk

