

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA

MARCH 24, 2016

The Ames Civil Service Commission convened in regular session at 8:16 a.m. on March 24, 2016, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Crum and Ricketts were brought into the meeting telephonically. Commission Member Pike did not participate. Human Resources Director Kaila Kenjar and Assistant City Manager Brian Phillips attended the meeting.

APPROVAL OF MINUTES: Moved by Crum, seconded by Ricketts, to approve the minutes of the February 25, 2016, Civil Service Commission meeting as written.

Vote on Motion: 2-0. Motion declared carried unanimously.

CERTIFICATION OF ENTRY-LEVEL APPLICANTS: Moved by Ricketts, seconded by Crum, to certify the following individuals to the Ames City Council as entry-level applicants:

Civil Engineer I:	Mark Gansen	85
	Jon Sage	*83
	Mitchell Kennedy	75
 Electric Lineworker:	 Tivon Swenson	 79
	Dillon Christopher	73

*Includes five veteran's preference points.

Vote on Motion: 2-0. Motion declared carried unanimously.

REQUEST TO ABOLISH RECREATION COORDINATOR ENTRY-LEVEL CERTIFIED LIST: Moved by Crum, seconded by Ricketts, to grant the request to abolish the entry-level certified list for Recreation Coordinator.

Vote on Motion: 2-0. Motion declared carried unanimously.

CREATION OF A "PREFERRED LIST" FOR COAL HANDLER AND LEAD COAL HANDLER POSITIONS: Commission Member Ricketts referenced the memo that was distributed to the Commission. He felt that it explained the situation well, whereby the City was eliminating the Coal Handler positions at the Power Plant. This is due to the conversion of the Plant's coal-fired electric generating units to burn natural gas. Both of the employees, Roger Casky and Keith Rothfus, and submitted retirement requests effective in May and June.

Moved by Crum, seconded by Ricketts, to direct the Clerk of the Civil Service Commission, in accordance with the *Code of Iowa*, to create a "preferred list" for the Coal Handler and Lead Coal Handler positions.

Vote on Motion: 2-0. Motion declared carried unanimously.

PREPARATION AND ISSUANCE OF REQUIRED CERTIFICATES FOR AFFECTED EMPLOYEES: Moved by Ricketts, seconded by Crum, to direct the Clerk of the Civil Service Commission, in accordance with the *Code of Iowa*, to prepare and issue the required certificates to Roger Casky and Keith Rothfus.

Vote on Motion: 2-0. Motion declared carried unanimously.

COMMENTS: The next regularly scheduled Civil Service Commission meeting was set for April 28, 2016, at 8:15 a.m.

ADJOURNMENT: The meeting adjourned at 8:22 a.m.

Michael R. Crum, Chair

Jill Ripperger, Recording Secretary