

Urbandale Civil Service Commission Minutes
Tuesday, February 20, 2018

The Urbandale Civil Service Commission met at 9:00 a.m. on Tuesday, February 20, 2018 at the Urbandale City Hall, 3600 86th Street. Answering roll call were the following Commissioners: Janet Trentmann (via teleconference), Jim Trotter and Cliff Swartz (via teleconference). Absent: none. Also present were Human Resources Director Karla Lower, Human Resources Analyst Kate Kanne, Director of Engineering and Public Works Dave McKay, Assistant Director of Public Works Tim Stovie, Assistant Director of Engineering John Larson, Chief Deputy City Clerk Nicole Lunders, City Clerk Deb Mains

Acting Chair Trotter read the CHARACTER COUNTS! statement.

Trentmann moved, seconded by Trotter to approve the agenda as posted. On roll call, Ayes: Trentmann, Trotter, Swartz. Nays: none. Motion carried.

Swartz moved, seconded by Trentmann to approve the January 10, 2018 Commission minutes as written. On roll call, Ayes: Swartz, Trentmann, Trotter. Nays: none. Motion carried.

Following a review of the recruitment process, Trentmann moved, seconded by Swartz to approve the Certified List for Sewer System Operator I. On roll call, Ayes: Trentmann, Swartz, Trotter. Nays: none. Motion carried.

Following review of the recruitment process, Swartz moved, seconded by Trentmann to approve the Certified List for Engineering Technician. On roll call, Ayes: Swartz, Trentmann, Trotter. Nays: none. Motion carried.

The Commission was advised that there will be a meeting within the next month for Police Officer, Police Captain, Firefighter/EMT and Fire Department Driver/Engineer, and that a recruitment process for the new position of Traffic Signal Maintenance Technician will be coming in the near future, as well.

With no further business to come before the Commission, the meeting was adjourned at 9:10 a.m.

Clifford Swartz, Chair

Attest: _____
Debra Mains, City Clerk