

**CITY OF FRANKLIN**  
**CIVIL SERVICE SUB-COMMITTEE MEETING MINUTES**  
**August 9, 2010**

- I. The August 9, 2010 Civil Service Sub-Committee Meeting was called to order at 6:45 p.m. by Vice-Chairman Wikel in the Inspection Conference Room of City Hall.

Members present were Wikel, Barber, and Alderman Olson. Chairman Brunner was excused. Member Green was absent. Human Resource Coordinator Zahn was also in attendance.

- II. Approval of the Minutes from June 21, 2010

Motion by Alderman Olson and seconded by Member Barber to approve the minutes from 6/21/2010. Motion Carried: Ayes – All.

- III. a. Accounting Clerk and Excel Entrance/Promotional Exam - The Civil Service Sub-Committee may enter closed session pursuant to §19.85 (1)(c) and (e), Stats, to develop and/or approve an entrance/promotional exam for Accounting Clerk and an Excel exam and may reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

Motion by Member Barber and seconded by Alderman Olson to go into closed session at 6:47 p.m. Motion Carried: Ayes – All.

The Sub-Committee returned to open session at 7:02 p.m.

Motion by Member Barber and seconded by Alderman Olson to approve the test score with a minimum score on the accounting test of 75% and a 2<sup>nd</sup> requirement to get a combined average score between the accounting test and the excel test of 75%. Motion Carried: Ayes – All.

- b. Certification of a Hiring List for the positions of Library Shelver.

Motion by Alderman Olson and seconded by Member Barber to approve the list of applicants with the exception of the 2 applicants that applied after the deadline of noon on August 9<sup>th</sup>. Motion Carried: Ayes – All.

- c. Setting of Passing Scores to Civil Service Exams

Motion by Alderman Olson and seconded by Member Barber to table this issue due to the fact that Chairman Brunner was not in attendance. Motion Carried: Ayes – All.

- III. Future Business

The setting of passing scores on civil service exams.

- IV. Future Meeting Dates and Times

No Action Taken

- V. Adjournment

Motion by Alderman Olson and seconded by Member Barber to adjourn the August 9, 2010 Civil Service Sub-Committee Meeting at 7:10 p.m. Motion carried: Ayes-All.