

**CITY OF FRANKLIN
CIVIL SERVICE SUB-COMMITTEE MEETING MINUTES
December 2, 2015**

I. The December 2, 2015 Civil Service Sub-Committee Meeting was called to order at 11:35 a.m. in the Alderman's Room of City Hall. Members present were Brunner and Barber. Human Resources Coordinator Zahn was also in attendance.

II. Approval of the Minutes from November 16, 2015.

Motion by Member Brunner and seconded by Member Barber to approve the minutes from 11/16/2015. Motion Carried: Ayes – All.

III. Re-certification of an external hiring list for the position of Project Engineer to add additional qualified applicants that applied after the initial list was certified.

Motion by Member Barber and seconded by Member Brunner to re-certify the applicant list to add two additional applicants that meet the minimum requirements for the position. Motion Carried: Ayes – All.

IV. Upcoming Agenda Items and Next Meeting Date

No additional meetings needed at this time.

V. Adjournment

Motion by Member Brunner and seconded by Member Barber to adjourn at 11:38 a.m. Motion Carried: Ayes – All.