

CITY OF FRANKLIN
CIVIL SERVICE SUB-COMMITTEE MEETING MINUTES
April 25, 2024

I. The April 25, 2024 Civil Service Sub-Committee Meeting was called to order at 4:00 p.m. in the Alderman's Room at City Hall. Members present were Chair Wikel, Alderman Barber, Member Traynor, and Human Resources Manager Zahn.

II. Approval of the Minutes from 2/19/2024.

Motion by Alderman Barber and seconded by Member Traynor to approve the minutes from 2/19/2024 as written. Motion Carried: Ayes – All.

III. Approval of an External Hiring list for the position of Community Fire Prevention Specialist

Motion by Member Traynor and seconded by Alderman Barber to approve the 7 applicants that could meet the minimum requirement of the position. Motion Carried: Ayes – All.

IV. Approval of an Internal Hiring List for the position of Heavy Equipment Operator

Motion by Member Traynor and seconded by Alderman Barber to approve the 5 internal candidates for Heavy Equipment Operator. Motion Carried: Ayes – All.

V. Approval of an External Hiring List for the position of Light Equipment Operator

Motion by Alderman Barber and seconded by Member Traynor to certify the ongoing list of Light Equipment Operator candidates as submitted. Motion Carried: Ayes – All.

VI. Approval of an Internal Hiring List for the position of Permit/Licensing Specialist

Motion by Alderman Barber and seconded by Member Traynor to approve the 1 internal candidate for promotion to Permit/Licensing Specialist. Motion Carried: Ayes – All.

VII. Approval of an External Hiring list for the position of Dispatcher, and discussion regarding the application process.

Motion by Alderman Barber and seconded by Member Traynor to certify the 3 lateral transfer candidates, the candidates that scored above a 70% on the written exam, and the 3 potential candidates that couldn't yet take the exam, provided they take the exam and score a 70% or higher. Motion Carried: Ayes – All.

VIII. Upcoming Agenda Items & Meeting Dates

IX. Adjournment

Motion by Alderman Barber and seconded by Member Traynor to adjourn the meeting at 4:15 p.m. Motion Carried: Ayes – All.