

**CITY OF FRANKLIN  
CIVIL SERVICE SUB-COMMITTEE MEETING MINUTES  
July 16, 2012**

- I. The July 16<sup>th</sup>, 2012 Civil Service Sub-Committee Meeting was called to order at 8:13 p.m. by Chairperson Brunner in the Hearing Room of City Hall.

Members present were Brunner, Wikel, Barber, Green, and Alderman Olson. Human Resources Coordinator Zahn was also in attendance.

- II. Approval of Minutes from 6/18/2012.

Motion by Member Barber and seconded by Member Green to approve the minutes as written. Motion Carried: Ayes – All.

- III. a. Certification of an Internal Hiring List for the position of Sewer & Water Technician.  
b. Certification of an Internal Hiring List for the position of Library Assistant  
c. Certification of an Internal Hiring List for the position of Secretary.

Human Resources Coordinator Zahn explained that only one internal candidate applied for each of the three positions. All met the minimum requirements. Jobs a and b above require a civil service exam. The applicants took the exams and passed. It is recommended that all three lists be certified.

Motion by Alderman Olson and seconded by Member Green to certify the three lists. Motion Carried: Ayes – All.

- III. Adjournment

Motion by Alderman Olson and seconded by Member Green to adjourn the July 16th, 2012 Civil Service Sub-Committee Meeting at 8:14 p.m. Motion carried: Ayes-All.