CITY OF GAUTIER
MEMORANDUM

To:	Samantha Abell, City Manager
From:	Dennis Reeves, Director of Public Works
Through:	
Date:	June 26, 2012
Subject:	Donation of Trash Barrels

REQUEST:

This item consists of a request to the City Council to approve the Public Works Department to accept donated plastic barrels from Ingalls Shipbuilding for use as trash receptacles at the City's Parks, Ball Fields and Maintenance Facilities, etc.

BACKGROUND:

The City has received donated barrels for use as trash receptacles in the past.

DISCUSSION:

Acceptance of the referenced donated materials will save the citizens of Gautier money by providing materials that would otherwise have to be purchased.

RECOMMENDATION:

It is recommended that the City Council approve this request.

ATTACHMENT(S):

Bill of Lading

Ingalls Shipbuilding
Division of Huntington Ingalls Industries
RECEIVED
JUN 2 5 2012
BY:

Donated Barrels
6/18/12

Shippers Numbers

Straight Bill of Lading - Short Form
ORIGINAL

P.O. # _____

Shipper's Pro. No. (Name of Carrier) Carriers No

RECEIVED subject to the classifications and tariffs in effect on the date of the issue of this Bill of Lading, at PASCAGOULA, MS 39567

HUNTINGTON INGALLS INCORPORATED.
From

the property described below, in apparent good order, except at noted (contents and condition of contents of packages unknown), marker consigned, and destined as indicated below, which said carrier (the word carrier being understood throughout this contract as meaning any person or corporation in possession of the property under the contract) agrees to carry to its usual place of delivery at said destination, if on its route, otherwise to deliver to another carrier on the route to said destination. It is mutually agreed, as to each carrier of all or any of said property over all or any portion of said route to destination, and as to each party at any time interested in all or any of said property, that every service to be performed hereunder shall be subject to all the terms and conditions of the Uniform Domestic Straight bill of Lading set forth (1) in Official, Southern, Western and Illinois Freight Classifications in effect on the date hereof, if this is a rail or rail-water shipment, or (2) in the applicable motor carrier classification or tariff if this is a motor carrier shipment.

Shipper hereby certifies that he is familiar with all the terms and conditions of the said bill of Lading, including those on the back thereof, set forth in the classification or tariff which governs the transportation of this shipment, and the said terms and conditions are hereby agreed to by the shipper and accepted for himself and his assigns.

Consigned

Route _____

Delivering Carrier _____

Car or Vehicle Initials _____ No. _____

No. Packages	HM	KIND OF PACKAGE, DESCRIPTION OF ARTICLES, SPECIAL MARKS AND EXCEPTIONS	Weight (Subject to Correction)	Class or Rate
		Received By: 6/18/12		

Indicate Prepaid, Collect or Third Party.

Subject to Section 7 of conditions of applicable bill of Lading, if this shipment is to be delivered to the consignee without recourse on the consignor, the consignor shall sign the following statement. The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.

(Signature of Consignor)

Received $ _____ to apply in prepayment of the charges on the property described hereon.

Agent or Cashier

Per _____
(The signature here acknowledges only the amount prepaid.)

Charges Advanced:
$ _____

If the shipment moves between two ports by a carrier by water, the law requires that the bill of Lading shall state whether it is "carrier's or shipper's weight". Note: Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property, specifically stated by the shipper to be not exceeding _____ Per _____

=The fiber boxes used for this shipment conform to the specifications set forth in the box maker's certificate thereon, and all other requirements of the Consolidated Freight Classification.

This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation, according to the applicable regulations of the Department of Transportation.

=Shipper's imprint in lieu of stamp; not a part of Bill of Lading approved by the Interstate Commerce Commission

HUNTINGTON INGALLS INCORPORATED Shipper, Per R. W. Mann 06259 Agent, Per _____ Date 6/18/12 Per _____

Permanent post office address of shipper, PASCAGOULA, MS P. O. Box 149, Pascagoula MS 39568-0149

MARK (X) BEFORE THE PROPER SHIPPING NAME IN THE "HM" COLUMN
FOR HAZARDOUS MATERIALS

SSF P0079 (10/11/11) Distribution: White - Shipping Dept.; Green – Carrier Copy; Yellow - Traffic Dept.; Pink – Gate Guard
Ingalls Shipbuilding

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 170-2012

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Delta Computer System, Inc. Support Agreement is hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
Adam Colledge

NAYS: None

_____
MAYOR

ATTEST:

_____
CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of July 3, 2012.

CITY OF GAUTIER
MEMORANDUM

To:	Samantha Abell, City Manager
From:	Cindy Steen, Purchasing Agent
Through:	Wendy McClain, City Clerk
Date:	June 26, 2012
Subject:	Approval of Delta Computer System Software Agreement

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REQUEST:

This item consists of a request to the City Council to approve the agreement between the City of Gautier and Delta Computer Systems.

BACKGROUND:

The purpose of this agreement is to assure that all software provided by Delta computer systems, Inc. is in compliance with applicable laws, rules and regulations as they pertain to the software. As the laws change, Delta will provide updated programs to meet the demands of the City.

DISCUSSION:

This contract shall commence on the first day of delivery of the software or upon acceptance of the addendum(s) by both parties and shall remain in effect for one year from date signed.

RECOMMENDATION:

It is recommended that the City Council approve the Contract with Delta Computer Systems.

ATTACHMENT(S):

Contract

Delta Computer Systems, Inc.
Computer Software Support Agreement
ADDENDUM

City of Gautier
City Hall
JUN 21 2012
Received by

For: CITY OF GAUTIER-

Below is a current list of maintenance/support/web hosting charges for the upcoming fiscal year 10/1/2012. These charges will be billed on 9/15/2012 due for payment 10/1/2012.

Delta Contract Number	Description	Date of Last Increase	Current Rate	New Rate	Rate Type
169	Accounting Software Maintenance	09/2010	200.00	230.00*	
170	Voter Registration Software Maintenance	01/1991	20.00	20.00	
2495	Software Maintenance - Privilege License System	12/2009	70.00	80.00*	
3236	Utility Billing System	09/2011	200.00	200.00	
3237	Utilities Work Order System	10/2007	50.00	50.00	
IVMCBP03(2)		TOTAL:	540.00	580.00	MONTHLY

Agreed this _____ day of _____, 2012.

CITY OF GAUTIER
County/Office Name

Accepted: Delta Computer Systems, Inc.

Client Signature

Printed Name

TO: CITY OF GAUTIER
ACCOUNTS PAYABLE DEPT.
P.O.BOX 670
GAUTIER MS 39553

Delta Computer Systems, Inc.
Computer Software Support Agreement

Purpose

The purpose of this agreement is to assure you that all software provided by Delta Computer Systems, Inc. (Delta) as listed on the addendum(s) to this agreement is in compliance with applicable laws, rules and regulations as they pertain to the software. As the laws change, Delta will provide updated programs to meet the demands of the legislation.

Delta's Obligations

Delta will analyze new regulations and prepare modifications of the software to ensure the system conforms. The modifications shall be limited to existing licensed software which you have purchased and shall not include new systems. New programs required to meet new, additional requirements shall not be provided under this agreement. For example, if you licensed the magnetic payroll tax reporting system and IRS initiates a change to the method of reporting, the changes will be provided under this agreement. However, if you had not purchased the magnetic reporting software initially, there would be an additional charge for the program.

Problem resolution is handled on a first come first serve basis within a priority group. Priority groups are determined by user need and externally defined deadlines. Completely down systems have priority over operational systems. Externally defined deadlines (IRS, State, Federal, etc.) have priority over non-deadline items. Average response for critical items is two hours or less depending upon the complexity of the request.

All software updates will be delivered to you electronically or by mail depending upon the size and urgency of the update. Delta shall provide installation instructions and/or telephone assistance for loading updates as appropriate. Delta shall not be responsible for maintaining any of your modifications. Corrections of difficulties or defects traceable to your errors or system changes will be billed at triple the standard rate.

Client's Obligations

Client shall inform Delta as soon as reasonably possible as to the nature and impact of upcoming legislative changes that affect the software system. Client shall provide copies of all pertinent documentation and shall assist Delta in understanding the new requirements and developing a method of meeting the requirements. During the term of the software support agreement, Client shall at Client's expense, provide Delta with secure telnet and ftp internet access to Client's server from Delta's server for the purpose of diagnosing problems and to facilitate software updates.

General Terms

This contract shall commence on the first day of delivery of the software or upon acceptance of the addendum(s) by both parties and shall remain in effect for one year. Fees for software support shall be payable monthly or annually in advance. A penalty of 1.5 percent per month of the outstanding balance will be assessed to accounts that remain past due more than 60 days. Delta reserves the right to withhold services for any account which is past due more than 60 days.

Client shall be responsible for all incidental costs such as mail, telephone, travel and subsistence in connection with support services.

Client shall use Delta's prescribed reporting procedures to outline software problems.

Either party may terminate this agreement after a 60 day written notice and payment of all outstanding amounts due.

This agreement shall automatically renew at each annual period. Delta reserves the right to modify it fees by providing notice of such 60 days prior to the renewal period.

Services provided by Delta that are above and beyond the scope of this agreement shall be billable at Delta's current rate at the time such services are rendered.

This agreement is binding on, the parties hereto and their successors, and to Seller's assigns, sub-lessees and transferees.

Agreed this _____ day of _____, _____

CITY OF GAUTIER
Client Name

_____
Client Signature

_____
Printed Name

_____

Accepted: Delta Computer Systems, Inc.
1085 Tommy Munro Drive
Biloxi, MS 39532

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 171-2012

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Council Meeting held June 19, 2012 are hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
Adam Colledge

NAYS: None

_____
MAYOR

ATTEST:

_____
CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of July 3, 2012.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 171-2012

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Civil Service Meetings held October 14, 2010 through December 8, 2011 are hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
Adam Colledge

NAYS: None

_____
MAYOR

ATTEST:

_____
CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of July 3, 2012.

Motion was made by Torjusen, seconded by Parol, to induct the following employee who has successfully completed probation into Civil Service.

Glenn A. Ellis Equipment Operator

And the following vote was recorded:

AYES: Phil Torjusen, Susan Parol, Doug Mansfield
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until October 14, 2010 at 6:00 p.m.

APPROVED:

Chairman

Phil Torjusen
Commissioner

MINUTES
Gautier Civil Service Commission
October 14, 2010

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on October 14, 2010. Those present were Commissioners Doug Mansfield, Susan Parol and Phil Torjusen; City Manager Sidney Runnels; City Attorney Robert Ramsay; and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
October 14, 2010
6:00 p.m.

1. Approve Agenda Order
Motion_____ Second_____ AYES: _____ NAYS: _____

2. Approve Minutes for CSC Meeting held September 09, 2010.
Motion_____ Second_____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 16)

3. Receive Personnel Order: Probationary Appointment/Lee, John I./Fire Fighter/effective September 11, 2010
4. Receive Personnel Order: Temporary Appointment/Duke, Zachary E./Building and Zoning Administrator/effective October 01, 2010
5. Receive Personnel Order: Temporary Appointment/Logan, Barbara D./Planning Technician/effective October 01, 2010
6. Receive Personnel Order: Temporary Appointment/Honea, Rachel S./Plans Examiner/effective October 01, 2010
7. Receive Personnel Order: Temporary Appointment/Bang, Addie L./Customer Service Representative/effective October 01, 2010
8. Receive Personnel Order: Temporary Appointment/Sheppard, Kim A./Finance Support/effective October 06, 2010
9. Receive Personnel Order: Termination of Employment/Customer Service Representative
10. Receive Vacancy Announcement: Building and Zoning Administrator/Posted September 13 thru October 01, 2010
11. Receive Vacancy Announcement: Planning Technician/Posted September 13 thru October 01, 2010
12. Receive Vacancy Announcement: Plans Examiner/Posted September 13 thru October 01, 2010
13. Receive Vacancy Announcement: Grants and Projects Manager/Posted September 13 thru October 01, 2010
14. Receive Vacancy Announcement: Neighborhood Improvement Coordinator/Posted September 13 thru October 01, 2010

409

14. Receive Vacancy Announcement: Neighborhood Improvement Coordinator/Posted September 13 thru October 01, 2010
15. Receive Reduction In Force Master List dated October 01, 2010
16. Receive Schedule of Authorized Positions approved October 05, 2010

ITEMS 3 THRU 16

Motion_____ Second_____ AYES: _____ NAYS: _____

17. Approve Eligibility List for Police Officer/Posted August 30 thru September 30, 2010
Motion_____ Second_____ AYES: _____ NAYS: _____

18. Approve Eligibility List for Planning Technician/Posted September 13 thru October 01, 2010
Motion_____ Second_____ AYES: _____ NAYS: _____

19. Approve Eligibility List for Plans Examiner/Posted September 13 thru October 01, 2010
Motion_____ Second_____ AYES: _____ NAYS: _____

20. Approve Eligibility List for Grants and Projects Manager/Posted September 13 thru October 01, 2010
Motion_____ Second_____ AYES: _____ NAYS: _____

21. Approve Eligibility List for Neighborhood Improvement Coordinator/Posted September 13 thru October 01, 2010
Motion_____ Second_____ AYES: _____ NAYS: _____

22. Approve Eligibility List for Building and Zoning Administrator/Posted September 13 thru October 01, 2010
Motion_____ Second_____ AYES: _____ NAYS: _____

23. Receive request for an investigation into the FY 2011 Reduction In Force from Addie L. Bang
Motion_____ Second_____ AYES: _____ NAYS: _____

24. Receive request for an investigation into the FY 2011 Reduction In Force from Le'keisha Hill
Motion_____ Second_____ AYES: _____ NAYS: _____

25. Receive request for an investigation into the FY 2011 Reduction In Force from Patricia Joseph
Motion_____ Second_____ AYES: _____ NAYS: _____

26. Receive request for an investigation into the FY 2011 Reduction In Force from Jerry Lowe
Motion_____ Second_____ AYES: _____ NAYS: _____

27. Receive request for an investigation into the FY 2011 Reduction In Force from Angela Miller
Motion_____ Second_____ AYES: _____ NAYS: _____

28. Receive request for an investigation into the FY 2011 Reduction In Force from Karen Pittman
Motion_____ Second_____ AYES: _____ NAYS: _____

29. Receive request for an investigation into the FY 2011 Reduction In Force from Kim Sheppard
Motion_____ Second_____ AYES: _____ NAYS: _____

30. Receive request for an investigation into the FY 2011 Reduction In Force from Harry Williams
Motion_____ Second_____ AYES: _____ NAYS: _____

31. Other Business.

32. Adjourn until November 09, 2010 at 6:00 p.m. The meeting will be held on Tuesday night because Thursday, November 11, 2010, is Armistice Day and a recognized City holiday.

Motion was made by Parol, seconded by Torjusen, to move Agenda items 23 - 30 to the top of the agenda; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

410

Motion was made by Parol, seconded by Torjusen, to approve the amended agenda; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive agenda items 24 thru 30 excluding items 23 and 29; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Note: Addie L. Bang and Kim A. Sheppard rescinded their requests for a hearing prior to meeting.

Motion was made by Torjusen, seconded by Parol, to hold a special meeting to set individual hearing dates for each request; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Date for the Special Meeting will be announced and posted 24 hours prior to meeting date. All concerned parties will be notified by phone.

Motion was made by Parol, seconded by Torjusen, to approve the minutes of the Civil Service Meeting held September 09, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Commissioner Torjusen was excused from the meeting and left the building.

Motion was made by Parol, seconded by Mansfield, to receive items 3 thru 16; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Mansfield, seconded by Parol, to approve Eligibility List for Police Officer/Posted August 30 thru September 30, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve Eligibility List for Planning Technician/Posted September 13 thru October 01, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Mansfield, seconded by Parol, to approve Eligibility List for Plans Examiner/Posted September 13 thru October 01, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve Eligibility List for Grants and Project Manager/Posted September 13 thru October 01, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve Eligibility List for Neighborhood Improvement Coordinator/Posted September 13 thru October 01, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve Building and Zoning Administrator/Posted September 13 thru October 01, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

There being no further business, the meeting was recessed until a Special Meeting date could be determined.

APPROVED:

Doug Mansfield
Chairman

Phil Torjusen
Commissioner

MINUTES
Gautier Civil Service Commission
October 18, 2010

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on October 18, 2010. Those present were Commissioners Doug Mansfield, Phil Torjusen, Susan Parol; City Manager Sidney Runnels; City Attorney Robert Ramsay and other concerned employees.

The agenda was as follows:

October 15, 2010

CALL FOR SPECIAL MEETING

WHEREAS, there exist certain matters which the Chairman of the Civil Service Commission desire to handle prior to the next regular meeting; and

NOW, THEREFORE, the Chairman of the Civil Service Commission of the City of Gautier hereby calls for a Special Meeting of the Civil Service Commission of the City of Gautier. Said meeting to be held in the Gautier Municipal Building - Council/Court Room, 3330 Hwy 90, Gautier, Mississippi, on October 18, at 6:00 p.m.

The Agenda of said Special Meeting shall be as follows:

AGENDA
Civil Service Commission
October 18, 2010
6:00 p.m.

1. Set Hearing dates for requests received and approved at meeting held October 14, 2010.

2. Adjourn until November 9, 2010 at 6:00 p.m.

Motion was made by Parol, seconded by Torjusen, to move into Executive Session to discuss request that Commissioner Parol recuse herself from the investigations; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to return to Regular Session; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

There was a brief discussion on the request that Commissioner Parol recuse herself from the investigations. This was not an official request. City Attorney Ramsay stated that Commissioner Parol's public statements at a City Council meeting showed she had a bias in this matter. Commission Parol stated that she made a statement as a citizen not in her capacity as a Civil Service Commissioner on how the positions were eliminated. Commissioner Parol further stated that she possessed the integrity to make an unbiased decision on this issue.

There was a discussion concerning which positions were eliminated and which were not funded. The Commission was unclear whether they have jurisdiction over the positions that were eliminated. The Commission decided to delay scheduling any hearings until this matter could be resolved. The Commission requested that the City Attorney obtain an Attorney General's opinion on whether the Commission has jurisdiction on the elimination of positions. They also requested that an opinion be obtained on whether the Commission can obtain a separate attorney to advise them in this matter.

There being no further business, the meeting was adjourned until November 09, 2010 at 6:00 p.m.

APPROVED:

Doug Mansfield
Chairman

Phil Torjusen
Commissioner

MINUTES
Gautier Civil Service Commission
November 09, 2010

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on November 09, 2010. Those present were Commissioners Doug Mansfield, Susan Parol and Phil Torjusen; City Manager Sidney Runnels; City Attorney Robert Ramsay; and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
November 09, 2010
6:00 p.m.

1. Approve Agenda Order
   Motion_____ Second_____ AYES: _____ NAYS: _____

2. Approve Minutes for CSC Meetings held October 14, 2010 and October 18, 2010
   Motion_____ Second_____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 23)

3. Receive Personnel Order: Termination of Employment/Customer Service Representative
4. Receive Personnel Order: Termination of Employment/Building Official
5. Receive Personnel Order: Termination of Employment/Customer Service Representative
6. Receive Personnel Order: Termination of Employment/ITS Coordinator
7. Receive Personnel Order: Termination of Employment/Billing Clerk
8. Receive Personnel Order: Termination of Employment/Accounting Specialist
9. Receive Personnel Order: Termination of Employment/Accounting Specialist
10. Receive Personnel Order: Termination of Employment/Maintenance Worker II-General Maintenance
11. Receive Personnel Order: Termination of Employment/Maintenance Worker II-General Maintenance
12. Receive Personnel Order: Termination of Employment/Maintenance Worker II-General Maintenance
13. Receive Personnel Order: Termination of Employment/Maintenance Worker II-Utility Division
14. Receive Personnel Order: Termination of Employment/TAC Officer (Dispatch)
15. Receive Personnel Order: Probationary Appointment/Bang, Addie L./Customer Service Representative/effective October 01, 2010
16. Receive Personnel Order: Probationary Appointment/Sheppard, Kim A./Finance Support/ effective October 06, 2010
17. Receive Personnel Order: Probationary Appointment/Duke, Zachary E./Building and Zoning Administrator/effective October 18, 2010
18. Receive Personnel Order: Probationary Appointment/Honea, Rachel S./Plans Examiner/ effective October 18, 2010
19. Receive Personnel Order: Probationary Appointment/Logan, Barbara D./Planning Technician/ effective October 18, 2010
20. Receive Personnel Order: Probationary Appointment/Rankin, RoxAnn/Neighborhood Improvement Coordinator/effective October 28, 2010
21. Receive Personnel Order: Probationary Appointment/Emswiler, Lauren E./Grants and Projects Manager/effective October 28, 2010
22. Receive Vacancy Announcement: Dispatcher/TAC Officer/Posted October 20 thru October 22, 2010
23. Receive Vacancy Announcement: Dispatcher/Posted October 19 thru November 02, 2010

ITEMS 3 THRU 23

Motion_____ Second_____ AYES: _____ NAYS: _____

24. Approve Eligibility List for Dispatcher/TAC Officer/Posted October 20 thru October 22, 2010
    Motion_____ Second_____ AYES: _____ NAYS: _____

25. Approve Eligibility List for Dispatcher/Posted October 19 thru November 02, 2010
    Motion_____ Second_____ AYES: _____ NAYS: _____

26. Approve request to waive Section 7.1.1 to consider Nickolas Cory Crocker as a lateral transfer
    Motion_____ Second_____ AYES: _____ NAYS: _____

27. Approve Master Register for Police Officer/Test date November 02, 2010
    Motion_____ Second_____ AYES: _____ NAYS: _____

28. Other Business.

29. Adjourn until December 09, 2010 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve the minutes of the Civil Service Meetings held October 14, 2010 and October 18, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 23 with the acknowledgement that there were still open requests for hearings; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Dispatcher/TAC Officer/ Posted October 20 thru October 22, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Dispatcher/Posted October 19 thru November 02, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve request to waive Section 7.1.1 to consider Nickolas Cory Crocker as a lateral transfer; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Master Register for Police Officer/Test Date November 02, 2010; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

In other business, Commissioner Torjusen asked about the status of the Attorney General's opinions requested at the last meeting. Attorney Ramsay stated the letter was sent out last week and that he should receive a response before the next meeting. If a response is received earlier, he will notify the Commission so a special meeting may be called. There was also a discussion concerning the inclusion of the eliminated positions on the Reduction in Force Master List. Attorney Ramsay and Mr. Runnels stated that this action was taken to give everyone a fair chance. Commission Parol said she understood the intent but still wanted to know if the action was correct. There was a consensus that all employees on the list should be allowed to apply for posted job openings and be treated the same as other applicants.

There being no further business, the meeting was adjourned until December 09, 2010 at 6:00 p.m.

APPROVED:

Chairman

Commissioner