

CITY OF BRIER CIVIL SERVICE MINUTES

November 5, 2014

Commission Chairman Szalda called the meeting to order at [3:06:49 PM](#).

PRESENT: Commissioner Nixdorf and Szalda.
ABSENT: Commissioner Zenk.

MINUTES:

Minutes from September 3, 2014 Meeting to be reviewed at December 2014 Meeting

NEW BUSINESS:

Chairman Szalda opened for consideration of Certification of Lateral Entry and Post-Academy Graduate Police Officer list. Commissioner Nixdorf made a **MOTION** to approve the list of eligible candidates. Commissioner Szalda **SECONDED**. Motion carried.

MISCELLANEOUS BUSINESS:

Chairman Szalda asked if we had any pending complaints that they should be aware of. Clerk-Treasurer Swisher explained there are no pending complaints.

Chairman Szalda also verified with Civil Service Secretary Menstell her work hours of 8:00am to 5:00pm Monday through Friday, inquired on gun permits, and passport services and how Menstell was settling in. City Clerk Swisher explained process of gun permits and the reduction of hours for passport services due to the city workload for the employees. Chairman Szalda also verified with Civil Service Secretary Menstell the prices for Concealed Weapons permits.

ADJOURNMENT: Commissioner Nixdorf made a **MOTION** to adjourn. Commissioner Szalda **SECONDED**. Meeting adjourned at: [3:13:42 PM](#)

APPROVED:


Civil Service Commission Chairman

12/03/14
Date Approved

Beth L. Menstell
Submitted by: