

**CIVIL SERVICE COMMISSION MINUTES  
SPECIAL MEETING  
April 8, 2016 - 6:30 pm Public Safety Building**

Chairperson Howie Robson called the meeting to order with the flag salute at 6:30 p.m. Roll Call found Commissioners Inge and Dannat were present. Commissioner Dannat moved to excuse Commissioner Jones. Motion was seconded by Commissioner Inge. Motion carried 3-0.

**ATTENDANCE:**

|                                 |                               |
|---------------------------------|-------------------------------|
| City Employees                  | Secretary Beckie Meek         |
| Professional<br>Representatives | Councilmember Tod Gunther     |
| Visitors                        | Chris Hopfauf and Jolene Hilt |

**MINUTES:**

|                              |  |
|------------------------------|--|
| February 3, 2016<br>Minutes  | Commissioner Inge moved to approve the minutes of February 3, 2016 as prepared. Motion was seconded by Commissioner Dannat. Motion carried 3-0.  |
| February 22, 2016<br>Minutes | Commissioner Inge moved to approve the minutes of February 22, 2016 as prepared. Motion was seconded by Commissioner Dannat. Motion carried 3-0. |

**NEW BUSINESS:**

|  |   |
|--|---|
| Hearing Order March 22, 2016             | Secretary Beckie Meek went over the hearing order prepared by City Attorney Jay Long. After some discussion Commissioner Dannat moved to approve to the Hearing Order of March 22, 2016 with a correction to strike out the word “not” on page 4. Motion was seconded by Commissioner Inge. Motion carried 3-0.   |
| Clarification of Rule 6.7, 6.7.1 & 6.7.2 | It was discussed at the hearing on March 22, 2016 for clarification on the Civil Service Rules of 6.7, 6.7.1 & 6.7.2. Secretary Beckie Meek brought this back to the Civil Service for discussion. After a small discussion Commissioner Inge moved for all qualified full-time members of the Orting Police Department who are off probation and have 2 or more years’ experience with any police department may apply for the promotion position. Motion was seconded by Commissioner Dannat. Motion carried 3-0. |
| Preliminary Entry Level List             | Secretary Beckie Meek presented the Preliminary Entry Level List showing possible veterans points. Commissioner Inge moved to approve the Preliminary Entry Level List with the correction of the word “Preliminary” to be spelled correctly. Motion was seconded by Commissioner Dannat. Motion carried 3-0.   |

Withdrawal of  
Promotion List

Secretary Beckie Meek reported that she received a Memorandum from Police Chief Bill Drake to withdraw the request for a Certified 1<sup>st</sup> Line Supervisor Promotion List.

**OLD BUSINESS:**

None

**GOOD OF THE ORDER:**

Thank you

Jolene Hilt wanted to thank the Civil Service Commissioners for all their hard work and dedication to the City of Orting.

**ADJOURN:**

Commissioner Inge moved to adjourn the meeting at 7:45pm. Commissioner Dannat seconded the motion. Motion carried. 3-0.

**ATTEST:**

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Secretary, Beckie Meek

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Chairperson, Howie Robson