

**Civil Service Board
MINUTES**

City Hall
Human Resources – Dakota Conference Room
12:00 p.m.

Wednesday, November 13, 2025

Members Present: Roesler, Disburg & Barthel
Members Absent: Holmstrom
Staff Present: Frey, Stulken & O'Toole
Staff Absent: None

- 1) **The meeting was called to order at 12:15 p.m. on November 13, 2025.**
 - 2) **A motion was made by Doug Barthel seconded by Julia Disburg to approve the September 17, 2025 meeting minutes.**
Motion passed unanimously
 - 3) **A motion was made by Doug Barthel seconded by Julia Disburg to order the personnel actions recorded as set forth in Exhibit A.**
Motion passed unanimously
 - 4) **A motion was made by Doug Barthel seconded by Julia Disburg to order the personnel actions recorded as set forth in Exhibit B.**
Motion passed unanimously
 - 5) **A motion was made by Doug Barthel seconded by Julia Disburg to extend the eligibility lists as requested for the following positions:**
 - a. Entrance 202500100 Electrical Inspector (6 months)
 - b. Promo/Transfer 202500137A Assistant Director of Human Resources (9 months)
 - c. Promo/Transfer Entrance 202500128A Residential Plans Examiner (3 months)Motion passed unanimously
- A motion was made by Doug Barthel seconded by Julia Disburg that the Civil Service Board enter Executive Session to discuss personnel issues at 12:25 p.m.**
Motion passed unanimously
- A motion was made by Doug Barthel seconded by Julia Disburg to exit Executive Session at 12:29 p.m.**
Motion passed unanimously
- 6) **A motion was made by Doug Barthel seconded by Julia Disburg to order the disciplinary actions as set forth in Exhibit C to be recorded.**
Motion passed unanimously
 - 7) **Public comment**
 - 8) **Having no further business, a motion was made by Doug Barthel seconded by Julia Disburg to adjourn the meeting.**
Motion passed unanimously

Meeting was adjourned at 12:29 p.m.

The Board will meet on January 14, 2026 at 12:00 p.m. in the Human Resources 2nd Floor Dakota Room.
Respectfully submitted by Mandy Frey, Recording Officer.

EXHIBIT A – November 13, 2025
Reporting period: August 18, 2025 – October 19, 2025

Advertising:

POSITION	POSITION
Animal Control Officer	Medical Assistant
Assistant Director of Finance	Metro Non-Emergency Communications Operator
Assistant Director of Human Resources	Park Caretaker
Assistant Director of Planning and Development Services	Permit Technician
Building Maintenance Worker	Police Officer
Dental Assistant	Recreation Program Specialist
Equipment Operator	Residential Plans Examiner
Facilities Manager	Traffic Sign Technician
Information Technology Service Desk Analyst	Urban Planner
Lead Landfill Equipment Operator	Vehicle/Equipment Service Worker
Lead Water Operator/Certified	Water Distribution System Technician
Librarian	Water Operator
Licensed Practical Nurse	Welder
Licensed Practical Nurse	

EXHIBIT A – November 13, 2025
Reporting period: August 18, 2025 – October 19, 2025

Eligibility Lists:

POSITION	ENTRANCE LIST	PROMO/ TRANSFER LIST	DATE ESTABLISHED	DATE EXPIRED	EXTEND Y/N
Electrical Inspector	202500100		8/18/2025	11/18/2025	Y (6 mo)
Water Service Technician	202500097		8/18/2025	11/18/2025	N/A
Equipment Operator	202500099		8/18/2025	11/18/2025	N/A
Metro Non-Emergency Communications Operator	202500103		8/19/2025	12/19/2025	N/A
Sewer Collection Technician	202500105		8/21/2025	11/21/2025	N/A
Media Relations Strategist	202500106		8/28/2025	11/28/2025	N/A
Water Distribution System Technician	202500132		8/28/2025	11/28/2025	N/A
Police Records Technician	202500117		9/5/2025	12/5/2025	N/A
Logistics Technician	202500102		9/8/2025	12/8/2025	N/A
Logistics Technician		202500102A	9/8/2025	12/8/2025	N/A
Lead Building Maintenance Worker	202500093		9/9/2025	12/9/2025	N/A
Lead Building Maintenance Worker		202500093A	9/9/2025	12/9/2025	N/A
Lead Water Distribution System Technician	202500111		9/9/2025	12/5/2025	N/A
Purchasing Analyst	202500108		9/9/2025	12/5/2025	N/A
Police Sergeant		202500096A	9/12/2025	9/12/2025	N/A
Wastewater Operator	202500112		9/15/2025	12/15/2025	N/A
Animal Control Officer	202500121		9/16/2025	12/16/2025	N/A
Facilities Manager		202500130A	9/24/2025	12/24/2025	N/A
Electrician	202500115		9/25/2025	12/25/2025	N/A
Residential Plans Examiner		202500128A	9/25/2025	12/25/2025	Y (3 mo)
Fire Apparatus Operator		202500110A	9/30/2025	9/30/2026	N/A
Recreation Program Specialist	202500125		10/3/2025	1/3/2026	N/A
Water Distribution System Technician		202500132A	10/3/2025	1/3/2026	N/A
Metro Non-Emergency Communications Operator	202500140		10/8/2025	1/08/2026	N/A
Building Maintenance Worker	202500126		10/9/2025	1/9/2026	NA
Librarian		202500133A	10/9/2025	1/9/2026	N/A
Assistant Director of Human Resources		202500137A	10/9/2025	1/9/2026	Y (9 mo)
Equipment Operator - Parks	202500131		10/9/2025	1/9/2026	N/A
Lead Landfill Equipment Operator	202500143		10/10/2025	1/10/2026	N/A
Metro Emergency Communications Operator	202500104		10/14/2025	1/14/2026	N/A
Assistant Director of Finance	202500142		10/16/2025	1/16/2026	N
Assistant Director of Finance		202500142A	10/16/2025	1/16/2026	N

EXHIBIT A – November 13, 2025
Reporting period: August 18, 2025 – October 19, 2025

Classification Plan Amendments:

EO #	GROUP	ACTION	JOB TITLE	OCC CODE	SCALE
CSP-2025-11	Midmanagement	Add	Facilities Manager	282	461
CSP-2025-12	Midmanagement	Add	Information Technology Service Desk Analyst	190	343

EXHIBIT B – November 13, 2025

Reporting Period: August 18, 2025 – October 19, 2025

New Hires:

Eligibility List #	Name	Classification	Hire Date
202500082	Stewart, Kirien	Billing Specialist	8/18/2025
202500006	Mancia, Sophia	Dental Assistant	8/18/2025
202500066	Taylor, Alyssa	Staff Engineer	8/18/2025
202500023	Brader, Mason	Police Records Technician	8/18/2025
202500085	Chambers, Brandon	Parks Maintenance Mechanic	8/26/2025
202500089	Powers, Melissa	Utility Services and Parking Technician	9/8/2025
202500103	Barnum, Carmen	Metro Non-Emergency Communications Operator	9/15/2025
202500103	Lawrence, Chiauntya	Metro Non-Emergency Communications Operator	9/15/2025
202500097	Blume, Brett	Water Service Technician	9/22/2025
202500098	Frisch, Emilyn	Library Associate	9/29/2025
202500098	Schwartz, Shelly	Library Associate	9/29/2025
202500098	Stolp, Tim	Library Associate	9/29/2025
202500099	Waage, Michael	Equipment Operator	9/29/2025
202500105	Paxton, Eric	Sewer Collection Technician	9/29/2025
202500109	Clancy, Keegan	Water Distribution System Technician	9/29/2025
202500102	Eason, David	Logistics Technician	10/6/2025
202500106	Bramley, Austin	Media Relations Strategist	10/14/2025
202500104	Cheever, Madison	Metro Emergency Communications Operator	10/14/2025
202500104	Runkle, Janie	Metro Emergency Communications Operator	10/14/2025
202500104	Wentzel, Jennifer	Metro Emergency Communications Operator	10/14/2025
202500104	Daume-Jenkerson, Lucy	Metro Emergency Communications Operator	10/14/2025

EXHIBIT B – November 13, 2025

Reporting Period: August 18, 2025 – October 19, 2025

Off Probation Entrance:

Eligibility List #	Name	Classification	Hire Date	Date Probation Completed
21605000-3	Genzlinger, David	Public Drop-off Attendant	8/19/2024	8/19/2025
2024-1	Hanken, Brendan	Metro Communications Operator	8/19/2024	8/19/2025
2024-1	Guillotte, Hannah	Metro Communications Operator	8/19/2024	8/19/2025
23716000-3	Swett, Donald	Biosolids Technician	8/19/2024	8/19/2025
09198000-1	Wolfgang, Ashley	Fire Medical Officer	9/3/2024	9/3/2025
24574000-2	Weisenbach, Ryan	Lead Mechanic	9/3/2024	9/3/2025
10228000-10	Babbage, George	Police Officer	6/3/2024	9/3/2025
10228000-9	McKenna, Ashley	Police Officer	6/3/2024	9/3/2025
10228000-10	Bermudez, Spenser	Police Officer	6/3/2024	9/3/2025
10228000-9	Bumbaca-Kuehl, Tianna	Police Officer	6/3/2024	9/3/2025
10228000-9	Vreugdenhil, John	Police Officer	6/3/2024	9/3/2025
10228000-9	Westerberg, Elijah	Police Officer	6/3/2024	9/3/2025
10228000-10	Mailloux, Christopher	Police Officer	6/3/2024	9/3/2025
10228000-10	Hintz-Stahl, Dominick	Police Officer	6/3/2024	9/3/2025
10228000-10	Benes, Dylan	Police Officer	6/3/2024	9/3/2025
10228000-10	Hartze, Kyle	Police Officer	6/3/2024	9/3/2025
05118000-5	Burke, Nicholas	Business Analyst	9/9/2024	9/9/2025
10089000-18	Bender, Savannah	Animal Control Officer	9/9/2024	9/9/2025
12097000-13	Elizondo, Rachel	Patient Support Technician	9/10/2024	9/10/2025
12050000-17	Stubblefield, Jennifer	Dental Assistant	9/16/2024	9/16/2025
08129000-1	Santi, Jayson	Digital Communications Specialist	9/16/2024	9/16/2025
12048000-7	Bell, Teresa	Dental Hygienist	9/16/2024	9/16/2025
16512000-7	Miller, Abby	Planning & Zoning Specialist	9/18/2024	9/18/2025
04034000-1	Castillo, McKendzie	Payroll/Benefits Specialist	9/23/2024	9/23/2025
23570000-20	True, Jonathan	Sewer Collection Technician	9/23/2024	9/23/2025
14288000-11	Peitz, Andrew	Recreation Program Specialist	9/30/2024	9/30/2025
21603000-4	Floren, Paul	Landfill Environmental Technician	9/30/2024	9/30/2025
18070000-6	Siferd, Joshua	Housing Program Specialist	10/7/2024	10/7/2025
15022000-17	Sigl, Jennifer	Library Associate	10/15/2024	10/15/2025
08176000-1	Aden, Brooke	Digital Content Coordinator	10/15/2024	10/15/2025
14289000-1	Rogers, Deena	Recreation Center Coordinator	10/15/2024	10/15/2025

EXHIBIT B – November 13, 2025

Reporting Period: August 18, 2025 – October 19, 2025

Promotions:

Eligibility List #	Name	Date Promoted	Former Classification	New Classification
202500044	Buys, Nathan	8/18/2025	Fire Apparatus Operator	Fire Captain
202500064	Smidt, Luke	8/18/2025	Fire Captain	Fire Division Chief
202500086	Norton, Nicole	9/1/2025	Librarian	Senior Librarian
202500111	Cockerham, Steven	9/29/2025	Water Distribution System Technician	Lead Water Distribution System Technician
202400002	Schons, Timothy	9/29/2025	Firefighter	Fire Inspector
202500096	Bruhn, Garrett	10/13/2025	Police Officer	Police Sergeant
202500096	Mihajlovic, Danijel	10/13/2025	Police Officer	Police Sergeant
202500048	Velasquez, Rene	10/13/2025	Police Sergeant	Police Lieutenant
202500049	Leach, Jason	10/13/2025	Police Lieutenant	Police Captain
202500110	Esser, Bradly	10/13/2025	Firefighter	Fire Apparatus Operator
202500110	Bose, Derek	10/13/2025	Firefighter	Fire Apparatus Operator

Off Probation Promotional:

Eligibility List #	Name	Date Promoted	Former Classification	New Classification	Date Completed
202500010	Nilson, Caleb	3/3/2025	Engineering Technician	Engineering Technician	9/3/2025
202500036	German, Mason	3/17/2025	Sewer Collection Technician	Lead Sewer Collection Technician	9/17/2025
202500001	Stark, Ian	4/14/2025	Fire Captain	Fire Battalion Chief	10/14/2025
10225000-9	Meier, Seth	4/14/2025	Police Officer	Police Sergeant	10/14/2025

Transfers: None to report

Eligibility List #	Name	Date Transferred	Former Classification	New Classification

Off Probation Transfers: None to report

Eligibility List #	Name	Date Transferred	Former Classification	New Classification	Date Completed
10228000-10	Runge, Jessalyn	6/3/2024	Metro Communications Operator	Police Officer	9/3/2025

Reassignments/Reclassifications:

Name	Date	Former Classification	New Classification
Clemans, Jamielynn	9/29/2025	Forensic Specialist I	Forensic Specialist II

EXHIBIT B – November 13, 2025

Reporting Period: August 18, 2025 – October 19, 2025

Separations:

Name	Separation Date	Hire Date	MOU	Classification
Kimball, Taylor	8/22/2025	1/1/2024	Fire/Metro	Metro Advanced Communications Operator
Bruns, Tanner	8/25/2025	3/6/2023	Police	Animal Control Officer
Richardson, Allen	8/29/2025	5/16/2023	Police	Animal Control Officer
Mesman, Conner	9/12/2025	10/21/2019	PW/Water Reclamation	Wastewater Operator
Moore, Shirrel	9/12/2025	6/7/2004	Police	Police Records Technician
Oren, Danial	9/15/2025	3/7/2025	Water	Water Service Technician
Mayberry, Brian	9/18/2025	10/28/2019	Police	Police Officer
Rickards, Faith	9/22/2025	4/25/2016	Health	Dental Assistant
Hennings, Nicholas	9/24/2025	12/5/2022	PW/Fleet	Welder
Kierst, Roxanne	9/26/2025	3/14/2022	Water Reclamation	Wastewater Operator
Huber, Thomas	10/10/2025	8/30/1993	Finance	Assistant Director of Finance
Huser, David	10/10/2025	7/25/1994	Parks and Recreation	Park Caretaker
Mentele, Joseph	10/10/2025	6/15/1998	PW/Light Power Traffic	Traffic Sign Technician
Soto, Hector	10/10/2025	8/5/2002	Police	Police Officer
Fenderson, John	10/11/2025	10/7/1996	PW/Landfill	Lead Landfill Equipment Operator
Garden, Jeffrey	10/17/2025	12/4/2000	Police	Police Captain
Bassing, Mike	10/17/2025	4/15/1996	PW/Engineering	Engineering Project Manager
Stanton, Colin	10/17/2025	2/28/2022	Police	Animal Control Officer

Separations within Probation Period:

Name	Separation Date	Hire Date	MOU	Classification
Pearson, Brian	10/9/2024	10/16/2023	PW/Water	Water Operator
Johnson, Christian	8/20/2025	11/4/2024	Police	Police Officer
Huber, Christopher	8/24/2025	6/3/2024	Police	Police Officer
Johnson, Isabele	9/3/2025	5/19/2025	Police	Police Officer
Bahr, Kaylie	9/5/2025	11/4/2024	Police	Police Officer
Johnson, Annika	9/10/2025	5/19/2025	Police	Police Officer
Morales, Ariel	9/10/2025	5/19/2025	Police	Police Officer
Johnson, Brett	9/11/2025	11/4/2024	Police	Police Officer
Mock, Teila	9/22/2025	9/30/2024	PW/Street	Equipment Operator
Blankartz, Joseph	10/7/2025	2/18/2025	Fire/Metro	Metro Emergency Communications Operator

Layoffs: None to report

Name	Date	MOU	Classification

Leave of Absence: None to report

Name	Separation Date	Hire Date	MOU	Classification