

**MINUTES**

Civil Service Board  
Tuesday, April 21, 2009  
5:00 p.m. - 5:36 p.m.  
Room 402 City Hall

Members Present: Portia Johnson, Robert Zallar, Michelle Hooley, John Schwetman

Others Present: Kim Hall, Cliff Tanner

1. APPROVAL OF MINUTES
  - A. Minutes of April 7, 2009 - **approved**
  
2. APPROVAL OF ELIGIBLE LISTS

None
  
3. APPROVAL OF NEW/REVISED JOB DESCRIPTIONS
  - A. Gas Control Operator I (Revised) - **approved**
  - B. Meter Reader (Revised) - **approved**
  - C. Writer Technician (New) - **approved**
  
4. APPROVAL OF ADVERTISING
  - A. Fire Marshal (Promo) - **approved**
  - B. Gas Control Operator I (Open) - **approved to include wage rate and openings**
  - C. Supervisor, Parking and Traffic Maintenance (Promo) - **approved**
  - D. Utility Serviceperson (Open) - **approved to include openings**
  
5. OLD BUSINESS

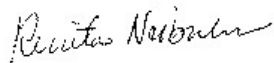
None
  
6. NEW BUSINESS

None
  
7. APPEALS
  
8. Next Meeting Scheduled

May 5, 2009

**There being no further business to come before the Board, the meeting was adjourned at 5:36 p.m.**

Respectfully submitted,



Renita Neibuhr  
Clerical Support Technician