

RECORD OF PROCEEDINGS

Minutes of Merit System Commission

Held July 16, 2025

Call to Order

Meeting called to order 9:11 AM.

Mary Woeste	Chair	Absent
Jim Kempe	Vice Chair	Present
Tom Watts	Member	Present
Gina Delph	Member	Present

Staff Present: City Manager Michael Davis; Street Superintendent Chris Dunn; Public Information Officer Aaron Vietor

Mr. Watts moved to excuse the absence of Mrs. Woeste; Mr. Kempe seconded the motion.

RESULT: Passed (*Yes 3, No 0, Abstained 0*)
MOVER: Tom Watts
AYES: Jim Kempe, Tom Watts, Gina Delph
NAYS: None
ABSTAIN: None

Approval of Minutes

Merit System Commission Meeting Minutes - June 18, 2025

Mr. Kempe asked if there were any changes or corrections to the June 18, 2025, Merit System Commission meeting minutes. Hearing none, the minutes were approved as submitted.

Business

Certify and Release List - Full Time Street Maintenance Worker

Mr. Aaron Vieter explained to the commission that the list contained the name of the applicants and the test scores. He reported that 60 percent is a passing grade. He said this list is one half of the process. He stated the list needs to be certified and then Mr. Dunn will complete the other half of the process with the interviews.

Street Division Superintendent Chris Dunn said four applicants with a passing score are listed as possessing a Commercial Drivers License (CDL), and the other applicants with a passing score are listed as unknown as to whether those applicants possess a CDL. He said there are four applicants he can interview.

Mr. Watts asked Mr. Dunn to clarify a Class A CDL and a Class B CDL.

Mr. Dunn replied that a Class B CDL includes a straight-axle vehicle such as a dump truck, and a Class A CDL authorizes a person to drive a semi-tractor/trailer. He said many times people who possess a Class A CDL may also have endorsements for tanker, hazmat, etc. He said the Street Division only requires a Class B CDL, but a Class A CDL benefits the Division because a Class A certification is required if a trailer or landscape trailer is attached to a dump truck as the vehicle is then considered a combination vehicle. He stated that depending on the options and weight of an F350 or one ton dually, if a trailer is attached a Class A CDL could be required in order to drive that combination vehicle.

Mr. Kempe asked if the City has a need for tanker or hazmat endorsements?

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Mr. Dunn said some of the drivers have a tanker endorsement, because if the employees drive the Vac-Con truck and it is full of water, that load is then over the requirement. Mr. Dunn discussed non-City-related accidents and incidents regarding drivers who did not have a tanker endorsement.

Mr. Watts discussed with Mr. Dunn the possibility of the Street Division requiring a Class A CDL in order for an employee to advance in the Division.

Mr. Dunn stated that a majority of his employees do possess a Class A CDL. He said a tanker endorsement requires a test on a computer. He said some of this could be incorporated into continuing education. He said the union contracts would have to be reviewed regarding promotions. He said he is willing to talk about it, but that is a bigger discussion with getting the unions involved.

Mr. Kempe said the City has to operate within the bounds of the law.

Mr. Dunn described different types of CDL licenses and restrictions.

Mr. Kempe said Mr. Dunn is aware of the requirements for driving and the commission has confidence in Mr. Dunn.

Mrs. Delph moved to approve the list of applicants for Full-Time Street Maintenance Worker; Mr. Watts seconded the motion.

RESULT: Passed (*Yes 3, No 0, Abstained 0*)

MOVER: Gina Delph

AYES: Jim Kempe, Tom Watts, Gina Delph

NAYS: None

ABSTAIN: None

Other Business

Adjournment

Meeting adjourned at 9:22 AM.

James Kempe

ATTEST: Clerk of Council, Karen Powell