RECORD OF PROCEEDINGS

Minutes of **Merit System Commission** Held **November 12, 2025**

Call to Order

Meeting called to order at 9:06 AM.

Mary Woeste	Chair	Present
James Kempe	Vice Chair	Present
Tom Watts	Member	Present
Gina Delph	Member	Present

Staff Present: Police Chief Craig Richardson; Clerk of Council Karen Powell

Approval of Minutes

Merit System Commission Meeting Minutes - October 7, 2025

Mrs. Woeste asked if there were any changes or corrections to the October 7, 2025, Merit System Commission meeting minutes. Hearing none, the minutes were approved as submitted.

Business

Police Division Hiring

Full-Time Police Officer (Entry Level, No OPOTA Required)

Mrs. Woeste stated she liked the list.

Police Chief Richardson stated the Police Division anticipates hiring three officers from this list. He confirmed with Mrs. Woeste that the first twelve names can be released.

Mr. Kempe moved to release the first twelve names; Mr. Watts seconded the motion.

RESULT: Passed *(Yes 4, No 0, Abstained 0)*
MOVER: Jim Kempe
AYES: Mary Woeste, Jim Kempe, Tom Watts, Gina Delph
NAYS: None
ABSTAIN: None

Mrs. Woeste asked if any applicants possessed OPOTA.

Chief Richardson replied that a couple of applicants are currently in the Academy, and one applicant is a graduate who has not taken the test.

Full-Time Police Officer (Lateral Entry)

Mrs. Woeste reported one applicant qualified, and she asked Chief Richardson if the Police Division will be hiring the individual.

Chief Richardson replied he will take the Entry Level applicants who scored above this applicant first.

Other Business

Mr. Kempe asked Chief Richardson for an update on the Cadet candidate discussion that was held in the October 7, 2025, meeting.

Chief Richardson answered that a conditional offer had been made. He reported that the Police Division has hired Jackson Dobson who is doing a good job so far.

Mr. Watts asked about the previous Cadet that was hired by the Police Division.

Chief Richardson replied the Officer has graduated from the Academy, has taken and passed the state test, and is riding in the FTO program currently.

Adjournment

Meeting adjourned at 9:10 AM.

Mary Woeste

Mary Woeste

Karen Powell

ATTEST: Clerk of Council, Karen Powell