

## MINUTES

### Grand Forks Civil Service Commission May 15, 2025, Scheduled Meeting

Chairperson LaHaise called the Grand Forks Civil Service Commission meeting to order at 9:30 AM. Commissioners Reitmeier, Svoboda, Nies, and Hodnefield were present.

#### CHANGES TO THE AGENDA

A motion was made by Commissioner Reitmeier to accept the deletions to the agenda of the Extension of Register requests for the Deputy Fire Chief, Battalion Chief, and Fire Captain. The motion to approve was seconded by Commissioner Svoboda. A vote was taken, and all were in favor, motion carried.

A motion was made by Commissioner Nies to accept the addition of the Human Resources Specialist Reassignment Register to the agenda. The motion to approve was seconded by Commissioner Svoboda. A vote was taken, and all were in favor, motion carried.

#### APPROVAL OF MINUTES

A motion was made by Commissioner Svoboda to approve the minutes from the April 10, 2025, Grand Forks Civil Service Commission meeting. The motion to approve was seconded by Commissioner Hodnefield. A vote was taken, and all were in favor, motion carried.

#### ELIGIBILITY REGISTERS

##### **Police Officer**

The Police department recommended establishing the Police Officer Eligibility Register at 72.875 points which includes 5 candidates on the register. Lieutenant Zimmel was present to answer questions regarding the process. We had all 16 eligible candidates attend the MPAT physical test and each one successfully passed. The panel interviewed all 16 candidates. Commissioner Nies moved to approve and establish the register at 72.875 points and place 5 candidates on the register. Commissioner Hodnefield seconded the motion. A vote was taken, and all were in favor, motion carried.

Tyler Winkels  
Calob Balderas- Allison  
Jeremiah Farmer  
Mia Stish  
James Cleveland III

##### **Police Records Specialist**

The Police department recommended establishing the Police Records Specialist Eligibility Register at 83.43 points which includes 4 candidates on the register. Lieutenant Zimmel was present to answer questions regarding the process. We had over 70 applicants for this position, which was narrowed down by the Criteria Exam. The panel interviewed 13 candidates. Commissioner Reitmeier moved to approve and establish the

register at 83.43 points and place 4 candidates on the register. Commissioner Svoboda seconded the motion. A vote was taken, and all were in favor, motion carried.

Emma Kilian  
Joslynn Leach  
Angelise Khoury  
Jesamyn Allen

### **REASSIGNMENT REGISTERS**

#### **Deputy Building Official**

The Building Safety department recommended establishing the Deputy Building Official position Reassignment Register at 98.000 points which includes 1 candidate on the register. Brandon Boespflug, Building Safety Director, was present to answer any questions. Commissioner Svoboda moved to approve and establish the register at 98.000 points and place 1 candidate on the register. Commissioner Nies seconded the motion. A vote was taken, and all were in favor, motion carried.

Kevin Storstad

#### **Civil Engineer, Principal**

The Engineering department recommended establishing the Civil Engineer, Principal Reassignment Register at 100.000 points which includes 1 candidate on the register. This position had been filled with a contract and with a classified opening, the department wanted to transition this position. David Kuharenko, Assistant City Engineer, was present to take any questions. Commissioner Reitmeier moved to approve and establish the register at 100.000 points and place 1 candidate on the register. Commissioner Svoboda seconded the motion. A vote was taken, and all were in favor, motion carried.

Sarah Sesselman

#### **Public Safety Telecommunicator Training Specialist**

The PSAP department recommended establishing the Public Safety Telecommunicator Training Specialist position Reassignment Register at 95.000 points which includes 1 candidate on the register. This position had been filled with a contract and with a classified opening, the department wanted to transition this position. Deputy Chief Chuck Marcott was present to answer any questions. Commissioner Hodnefield moved to approve and establish the register at 95.000 points and place 1 candidate on the register. Commissioner Nies seconded the motion. A vote was taken, and all were in favor, motion carried.

Kirsten Staples

#### **Equipment Operator – Sanitation Collections**

The Public Works department, Sanitation Collections division, recommended establishing the Equipment Operator position Reassignment Register at 96.000 points which includes 2 candidates on the register. This position had been filled as a contract and with a classified opening, the department wanted to transition this position. Commissioner Nies moved to approve and establish the register at 96.000 points and place 2

candidates on the register. Commissioner Reitmeier seconded the motion. A vote was taken, and all were in favor, motion carried.

Earl Collison  
Brady Horn

### **Equipment Operator – Landfill**

The Public Works department, Landfill division, recommended establishing the Equipment Operator position Reassignment Register at 98.000 points which includes 1 candidate on the register. This position had been filled as a contract and with a classified opening, the department wanted to transition this position. Commissioner Hodnefield moved to approve and establish the register at 98.000 points and place 1 candidate on the register. Commissioner Nies seconded the motion. A vote was taken, and all were in favor, motion carried.

Scott Vasichek

### **CADD/ GIS Specialist**

The Engineering department recommended establishing the CADD/ GIS Specialist Reassignment Register at 95.000 points which includes 1 candidate on the register. This position had been filled with a contract and with a classified opening, the department wanted to transition this position. Ed Liberman, Assistant City Engineer, was present to take any questions. Commissioner Nies moved to approve and establish the register at 95.000 points and place 1 candidate on the register. Commissioner Reitmeier seconded the motion. A vote was taken, and all were in favor, motion carried.

Sarah Sesselman

### **Heavy Equipment Operator – Sanitation Collections**

The Public Works department, Sanitation Collections division, recommended establishing the Heavy Equipment Operator position Reassignment Register at 100.000 points which includes 1 candidate on the register. This position had been filled as a contract and with a classified opening, the department wanted to transition this position. Commissioner Hodnefield moved to approve and establish the register at 100.000 points and place 1 candidate on the register. Commissioner Nies seconded the motion. A vote was taken, and all were in favor, motion carried.

Andrew Arnold

### **Human Resources Specialist**

The Human Resources department recommended establishing the Human Resources Specialist position Reassignment Register at 95.000 points which includes 1 candidate on the register. This position had been filled as a contract and with a classified opening, the department wanted to transition this position. HR Director, Tangee Bouvette, was present to answer any questions. Commissioner Reitmeier moved to approve and establish the register at 95.000 points and place 1 candidate on the register. Commissioner Nies seconded the motion. A vote was taken, and all were in favor, motion carried.

Suraya Rooker

A motion was made by Commissioner Svoboda to adjourn the meeting; it was seconded by Commissioner Reitmeier. A vote was taken, and all were in favor, motion carried, and the meeting was adjourned at approximately 9:40 A.M.

Minutes prepared by Gretchen Guetter, Human Resources.

Respectfully submitted,



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Tangee Bouvette  
Human Resources Director