



City of Willowick
CIVIL SERVICE MEETING

Thursday, March 20, 2025 at 9:00 AM
City Council Chambers

ADA NOTICE

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City of Willowick at 440-585-3700 at least three working days before the meeting.

MINUTES

CALL MEETING TO ORDER

The meeting was called to order by Chairman Mike Lazor at 9:01 AM.

PLEDGE OF ALLEGIANCE

ROLL CALL OF CIVIL SERVICE COMMISSION

PRESENT

Chairman Mike Lazor

Commission Member Bill Wittlinger

Commission Member Jim Tobin

ALSO PRESENT

Mayor Michael Vanni

Fire Chief Bill Malovrh

Law Director Mandy Gwartz

Secretary Molly Henderson

MINUTES

1. Motion to approve minutes of the Civil Service meeting on February 25, 2025. Made by Mike Lazor, seconded by Bill Wittlinger and Jim Tobin.

Discussion: None.

Vote: All Ayes. Motion carried.

OLD BUSINESS

2. The proposed amendment to Rule III, Section III, posted on March 3, 2025, was reviewed. Motion to remove the age limitation for the applicant eligible for examination for an original appointment to the fire department and police department, to Rule III, Section III.

Discussion: The police department is required to follow Chapter 139 of the Codified Ordinances, and the fire department must adhere to Chapter 141 of the Codified Ordinances.

Whenever there are changes or modifications made to the Codified Ordinances, The Civil Service Commission Rules and Regulations are obligated to reflect those changes.

Vote: All Ayes. Motion Carried.

Rule III, Section III was modified and posted on March 20, 2025.

NEW BUSINESS

3. Motion to certify results for the Full-Time Captain's Test for the Fire Department.

Discussion: The test results were examined, and educational points along with seniority points, were added to the total scores. Educational points are assigned based on the specified test preference points, while seniority points are awarded according to Rule VIII, Section 9 of the Civil Service Commission Rules and Regulations.

Vote: All Ayes. Motion carried.

4. Motion to table the two promotional tests for the fire department until the next meeting. Made by Jim Tobin, Seconded by Mike Lazor and Bill Wittlinger.

Discussion: none.

Vote: All Ayes. Motion carried.

5. Discussion focused on entry-level testing for the fire department, which was conducted in previous years occurred. At the discretion of the Law Director, if an applicant did not take an entry-level test before their original hire, a promotional test can be considered as a competitive examination. Therefore, completing an entry-level test for an original appointment is not a requirement for future promotional testing.

MISCELLANEOUS

ADJOURNMENT

Motion to adjourn the meeting. Made by Mike Lazor.

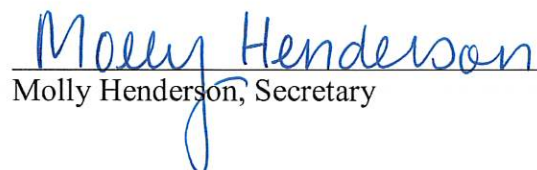
Discussion: None.

Vote: All ayes. Motion carried.

The meeting was adjourned at 9:53 AM.

ATTEST:


Michael Lazor, Chairman


Molly Henderson, Secretary