

**LAKE CITY  
CIVIL SERVICE MEETING  
Agenda  
Tuesday, May 28, 2013  
6:00 P.M.  
2<sup>nd</sup> Floor Conference Room  
City Hall**

1. Review and Approve May 14, 2013 Minutes
2. Interview for Chief of Police
3. Establish Eligibility List for Chief of Police
4. Commission Comments:

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Gary Majchrzak, Chief of Police 

**LAKE CITY  
CIVIL SERVICE COMMISSION  
Meeting Minutes  
Tuesday, May 14, 2013  
6:30 P.M.**

Members Present: Becker, Lucas & Brown

Members Absent: None

Others Present: Chief Majchrzak, Sgt. Kubista, Officers Weist, Foss & Daggett

**Approval of Minutes**

**A motion was made by Brown and a second by Lucas to approve the minutes of the meeting of April 30, 2013. All ayes, motion carried.**

**Review of Application List for Chief of Police**

The Committee reviewed the application list which was posted at the police department for the ten day period. One applicant's name was on the list. That applicant's resume was reviewed and found to have met the minimum requirements of the position. The applicant will be invited back for an oral interview at the next meeting.

**A motion was made by Lucas and a second by Brown to accept the application of the single candidate, which met minimum standards, and certify the applicant's eligibility for the next interview process. All ayes, the motion was carried.**

**Discuss Oral or Written Examination for Chief of Police**

Chief Majchrzak handed the members two lists of questions that were obtained from two area police and sheriff departments. Those lists included questions which had point values assigned to them. Members of the Committee selected questions which they felt were appropriate to be used at an oral examination when the interview takes place. Chief Majchrzak was directed to see the questions were formatted and ready by the next meeting.

**Brown made a motion to certify a list of ten questions to be used at the next oral interview for the position of Chief of Police. Lucas seconded the motion. All ayes, motion carried.**

**Commission Comments:** The Commission asked Chief Majchrzak to check and see when the next Full-time and Part-time eligibility list was set to expire.

The next meeting was set for Tuesday, May 28, 2013 at 6:00 P.M.

**A motion was made by Brown and seconded by Lucas to close the meeting at 7:20 P.M.  
All ayes, motion carried.**

## **INTERVIEW QUESTIONS**

Interview Questions will be available to the public upon completion of all interviews, at the end of this meeting.