

**SAINT PETER POLICE CIVIL SERVICE COMMISSION  
MEETING MINUTES  
June 17, 2020  
SAINT PETER MUNICIPAL BUILDING, CONFERENCE ROOM D**

MEMBERS PRESENT: Colleen Spike, Megan Ruble, & Dennis Blankensop

OTHERS PRESENT: Matthew Peters, Chief of Police

CALL TO ORDER: Chairperson Spike called the meeting to order.

APPROVAL OF THE AGENDA: Chairperson Spike made a motion to approve the agenda as stated. Secretary Ruble seconded the motion. Motion passed.

MOTION TO AMEND THE AGENDA: Chief Peters requested a change to the agenda to approve the minutes of the March 10, 2020 meeting. Chairperson Spike requested a change to the agenda to discuss review and revision of the Civil Service Rules and police department job descriptions. Motion made by Secretary Ruble to amend the agenda. Member Blankensop seconded the motion.

APPROVAL TO ACCEPT MINUTES: Secretary Ruble made a motion to approve the minutes. Member Blankensop seconded the motion. Motion passed.

APPROVAL OF CERTIFICATION LIST: Chief Peters presented the list of full and part time communication technician candidates. Member Blankensop made a motion to approve the certification list. Secretary Ruble seconded the motion. Motion passed.

RECOMMENDATION OF PROBATIONARY HIRES: After the completion of the hiring process, Chief Peters recommended to the Commission that Taran Schulze be offered the full time communications technician position, and Lindzey Hanson be offered the part time communications technician position. Member Blankensop made a motion to accept the hiring recommendations. Secretary Ruble seconded the motion. Motion passed.

MOTION TO REVIEW AND REVISE CIVIL SERVICE COMMISSION RULES: Chairperson Spike made a motion to review and make accurate the Civil Service Commission Rules, statute, and job descriptions. Secretary Ruble seconded the motion. Motion passed.

ADJOURNMENT: Secretary Ruble made a motion to adjourn the meeting. Member Blankensop seconded the motion.

Meeting adjourned.

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Megan Ruble, Secretary  
Civil Service Commission