



City of Kent
Civil Service Meeting
320 S. Depeyster Street, Kent, Ohio 44240
May 19, 2025

AGENDA

CALL TO ORDER

1. CIVIL SERVICE COMMISSION

1.1 Approval of April 2025 minutes

1.2 Personnel Changes

- 1.2.1 Gordon Phillips, Central Maintenance Service Worker, retirement 6/27/25
- 1.2.2 Robert Nitzsche, Building Services Supervisor/CBO, retirement 6/30/25
- 1.2.3 Mason Long, Laborer, start date May 26, 2025

2. BUDGET AND FINANCE

Rhonda Hall is requesting a Civil Service exam for Account Clerk

3. COMMUNITY DEVELOPMENT

4. HEALTH DEPARTMENT

No business

5. SAFETY ADMINISTRATION

Chief Shearer is requesting a Civil Service Exam for entry level officers.

6. SERVICE DEPARTMENT

Melanie Baker is requesting an exemption for the position of WTP Operator.

7. NEW BUSINESS

8. OLD BUSINESS

9. ADJOURNMENT

****Rule 7.04 (b)*** *In the case of a vacancy in a position in the classified civil service where peculiar and exceptional qualifications of a scientific, managerial, professional, or educational character are required, and upon satisfactory evidence that for specified reasons competition in such special case is impractical and that the position can best be filled by a selection of some designated person of high and recognized attainments in those qualities, the Commission may suspend the provisions of Section 124.01 to 124.64 of the Revised Code that require competition in such case, but no suspension shall be general in its application. All such cases of suspension shall be reported in the minutes of the Commission and in the annual report with the reasons for the suspension.*