

**MINUTES OF MEETING
AVON CIVIL SERVICE COMMISSION
Held Monday, April 6, 2026**

AVON CITY HALL

CALL TO ORDER

The meeting was called to order at 10:00 A.M. by Pete Kratt, Chairman of the Civil Service Commission.

ROLL CALL

Present: Chairman Peter Kratt and Commissioners Alan Wojciechowski and Bill Greaney

In attendance: Police Chief Daniel Fischbach, Fire Chief David Swope, Safety Service Director Duane Streator, Law Director John Gasior, and Recording Secretary Diane Szlempa

Absent: None

ADDITIONS/DELETIONS TO AGENDA:

Mr. Kratt asked if there were any additions or deletions to today's agenda, there were none.

APPROVE MINUTES OF MEETING OF 3/2/2026:

Mr. Wojciechowski made a motion to approve the minutes from the meeting of March 2, 2026. Mr. Greaney seconded, and the motion passed 3-0.

ACTION ITEMS:

Certify Updated Clerical Eligibility List

Ms. Szlempa updated the commission on the list stating 29 names which expired have been removed and 2 names have been added.

Certify Updated Laborer Eligibility List

Ms. Szlempa updated the commission that 29 names are added, and the 3 names removed are candidates that have been hired from the list.

Mr. Greaney made a motion to approve the updated Clerical Eligibility List and the updated Laborer Eligibility List. Mr. Wojciechowski seconded, and the motion passed unanimously 3-0.

Remove names from the Entry Police Eligibility List

Mr. Kratt asked Chief Fischbach to speak about the name removals. He stated that the department continues to work though both the entry and lateral lists. Candidates have been removed for a multitude of reasons from failing to meet the minimum requirements of the hiring process, failing to respond, or asking that their name be removed from the list. Ms. Szlempa stated that 10 names were removed from the list with 2 being hired.

Remove names from the Lateral Police Eligibility List

No further information stated.

Mr. Wojciechowski made a motion to remove the names from the Police Lateral Eligibility List and update the Lateral Police Eligibility List. Mr. Greaney seconded, and the motion passed unanimously 3-0.

Certify the Fire Lieutenant Promotional Eligibility List

Chief Swope reviewed the testing process and results. During the examination for the Lieutenant, the written is weighted higher than the assessment as they are trying to learn the position. The test coincides with showing how the candidates process the information. Some are book learners and others are more hands-on. The top 3 candidates performed well on both sections of the test. The process yielded very good results, and he is happy with the outcome. Mr. Greaney inquired about how many positions need to be filled. Chief Swope confirmed that there is currently one open lieutenant position. With some potential retirements, there might be future opportunities to hire from this list.

Mr. Greaney made a motion to certify the Fire Lieutenant Promotional Eligibility List. Mr. Wojciechowski seconded, and the motion passed unanimously 3-0.

Any additional comments from the audience?

Mr. Kratt mentioned that each commissioner received a copy of the completed annual civil service report required by the State of Ohio.

NEXT MEETING DATE:

Next meeting is set for Monday, May 4, 2026, at 10:00 A.M

ADJOURN:

Following a unanimous vote, today's meeting was adjourned at 10:07 A.M.

PASSED: _____ **SIGNED BY:** _____

Peter Kratt, Chairman

ATTEST: _____

Diane Szlempa, Recording Secretary

Cc: John Gasior
Safety Director Duane Streater
Chief Fischbach
Chief Swope
Diane Szlempa