



Civil Service Commission Meeting

1/8/2025 - Minutes

Chairman Roger Krueger called the meeting to order at 1:04 pm.

Civil Service Commission members Roger Krueger, Chad Kourajian and John Brintnell were present at the Mayor's Conference room in the City/County Building in Bismarck as well as City Administrator Jason Tomanek, ex officio clerk and Human Resources Director Leanne Schmidt, administrative officer and Kim Larson, HR administrative assistant.

Others in Attendance:

Julie Mees, Acting City Attorney

Mr. Brintnell made a motion to approve the minutes of the 7/29/2024 Civil Service Commission Appeal meeting. Mr. Kourajian seconded. Unanimously approved.

A review of City Ordinance Title 09 - Personnel Regulations and Benefits was provided. Board members were provided with the location of the civil service section of ordinances. Ordinances are changed by approval through the commission process.

Legal Counsel representation for the Civil Service Commission was discussed. The City Attorney provides legal representation to the CSC. If the city attorney has a conflict of interest, Stinson Law will be the representation.

Julie Mees reviewed the appeal process and the ordinances. The CVC can hear an appeal from an employee that has been terminated or an employee wanting to appeal disciplinary action. The commission cannot make changes to policy but can determine that the rules were followed by the employee and by the city. The chairman controls the presentation of the case with all witnesses being sworn in. The former employee and/or their attorney present, followed by the city. Attorney(s) question each witness. The meetings follow open records and are recorded.

The next meeting is on January 27 at 1:30 for termination of a Bismarck Fire Dept employee; There will be written documentation and video.

Mr. Brintnell moved that Mr. Krueger remain current chair; Mr. Kourajian seconded; approved.

There being no further business. Mr. Kourajian made a motion to adjourn. Mr. Brintnell seconded. Meeting adjourned at 1:41 pm.