

**Civil Service Board  
MINUTES**

City Hall  
Commission Room  
12:00 p.m.

Tuesday, May 11, 2021

Members Present: Holmstrom, Elbers, Burnley and Roesler

Members Absent: None

Staff Present: Dertien, Holsen and O'Toole

Staff Absent: Hannestad

- 1) **The meeting was called to order at 12:24 p.m. on May 11, 2021.**
- 2) **A motion was made by Alayna Holmstrom, seconded by Beth Roesler to approve the March 3, 2021 Hearing Minutes-Justin Studenski.**  
Motion passed unanimously
- 3) **A motion was made by Beth Roesler, seconded by Kimberly Elbers to approve the March 3, 2021 Hearing Minutes-Colt Mayfield**  
Motion passed unanimously
- 4) **A motion was made by Kimberly Elbers, seconded by Alayna Holmstrom to approve the March 9, 2021 Meeting Minutes**  
Motion passed unanimously
- 5) **A motion was made by Beth Roesler, seconded by Kimberly Elbers to approve the Personnel Actions as set forth in Exhibit A.**  
Motion passed unanimously
- 6) **A motion was made by Alayna Holmstrom, seconded by Beth Roesler to order the personnel actions recorded as set forth in Exhibit B.**  
Motion passed unanimously
- 7) **A motion was made by Alayna Holmstrom, seconded by Beth Roesler to extend the eligibility lists as requested for the following positions:**
  - a. Entrance List 10111000-5 Police Evidence Technician (6 months)
  - b. Entrance List 16410000-6 Permit Technician (3 months)
  - c. Entrance List 16501000-2 Building Inspector (9 months)
  - d. Promo/Transfer List 16501000-2A Building Inspector (9 months)
  - e. Promo/Transfer list 14338000-3A Park Caretaker (9 months)

Motion passed unanimously

**A motion was made by Kimberly Elbers, seconded by Beth Roesler that the Civil Service Board enter Executive Session to discuss personnel issues at 12:37 p.m.**

Motion passed unanimously

**A motion was made by Alayna Holmstrom, seconded by Kimberly Elbers to exit Executive Session at 12:40 p.m.**

Motion passed unanimously

**A motion was made by Kimberly Elbers, seconded by Beth Roesler to order the disciplinary actions as set forth in Exhibit C to be recorded.**

Motion passed unanimously

8) **There was no public comment**

9) **Having no further business, a motion was made by Beth Roesler, seconded by Alayna Holmstrom to adjourn the meeting.**

Motion passed unanimously

Meeting was adjourned at 12:41 p.m.

The Board will meet on Tuesday, July 13, 2021 at 12:00 p.m. in the Commission Room-1<sup>st</sup> Floor City Hall.

Respectfully submitted by Dave Dertien, Recording Officer

# **City of Sioux Falls Civil Service Board**

## ***HEARING MINUTES***

April 19, 2021  
City Hall, Commission Room  
3:00 p.m.

HEARING PANEL MEMBERS PRESENT: Robin Burnley, Kim Elbers, and Alayna Holmstrom.  
Alayna Holmstrom served as Hearing Panel Chair.

STAFF PRESENT: Reid Holsen

OTHERS PRESENT: Court reporter Terri Lembcke-Schildhauer, Appellant Colt Mayfield, Tom Wilka (attorney representing Mayfield), and Ryan Sage, Assistant City Attorney. Witnesses included Reid Holsen, Talent Manager; Garrett Dulaney, Fire Captain; Brian Christiaansen, Fire Battalion Chief; Matt McAreavey, Fire Chief; Greg Logan, Sioux Falls Police Officer; Erin McCaffery, Sioux Falls Police Department Crime Lab Forensic Specialist II, Amy Marsh, Fire/EMS Educator; and Ian Stark, Fire Apparatus Operator. Michael Murphy, Fire Apparatus Operator and acting President of Local #814 of the IAFF was also in attendance.

- 1) The Civil Service Board hearing in the matter of the appeal of Colt Mayfield was called to order at 3:00 p.m. by Hearing Panel Chair Alayna Holmstrom. Given the confidential nature of the hearing necessitating the discussion of the qualifications, competence, performance, character, or fitness of a public employee, this appeal was considered a closed hearing consistent with board rules. Mayfield requested to the board that Murphy and Stark be present during the hearing. Holmstrom reviewed the board rules, and allowed Murphy to remain for the hearing, and Stark could remain after he testified. All witnesses were sequestered.
- 2) Upon conclusion of the hearing, the Board deliberated for approximately one hour to review and consider the evidence. The Board then reconvened the hearing and announced they were affirming the City's decision in this matter.
- 3) Hearing Panel Chair Holmstrom directed the City to draft proposed Findings of Fact and Conclusions of Law consistent with Board findings within 30 days. Appellant Mayfield would have an opportunity to object to the City's proposed Findings and Conclusions prior to the Board making final adoption.
- 4) Having no further business, the hearing was adjourned.

Hearing was adjourned at approximately 7:30 p.m.

Respectfully submitted by Reid Holsen, Recording Officer

# City of Sioux Falls Civil Service Board

## ***HEARING MINUTES***

March 3, 2021  
City Hall, Commission Room  
3:00 p.m.

HEARING PANEL MEMBERS PRESENT: Robin Burnley, Beth Roesler, and Alayna Holmstrom.  
Beth Roesler served as Hearing Panel Chair.

STAFF PRESENT: Bill O'Toole, Reid Holsen

OTHERS PRESENT: Court reporter Terri Lembcke-Schildhauer; Appellant Justin Studenski; Puja Datta, AFSCME/Employee Representative; Jo Musel Parr, AFSCME Representative and Ryan Sage, Assistant City Attorney. Witnesses included Reid Holsen, Talent Manager; Rich Carlson, District Park Supervisor; Kelby Mieras, Park Operations Manager; Erin McCaffery, SF Crime Lab Forensic Specialist II; and Tracy Schmid, Sanford Occupational Medicine Technician. Justin Studenski's wife Emily was also in attendance.

- 1) The Civil Service Board hearing in the matter of the appeal of Justin Studenski was called to order at 3:00 p.m. by Hearing Panel Chair Beth Roesler. Given the confidential nature of the hearing necessitating the discussion of the qualifications, competence, performance, character, or fitness of a public employee, this appeal was considered a closed hearing consistent with board rules. Emily Studenski was required to exit the meeting room. Ms. Jo Musel Parr AFSCME Representative was allowed to remain with Ms. Datta as a representative of AFSCME. All witnesses were sequestered.
- 2) Upon conclusion of the hearing, the Board deliberated for approximately one hour to review and consider Findings of Fact and Conclusions of Law. The Board then reconvened the hearing and announced they were affirming the City's decision in this matter.
- 3) Hearing Panel Chair Roesler directed the City to draft proposed Findings of Fact and Conclusions of Law consistent with Board findings within 30 days. Appellant Studenski would have an opportunity to object to the City's proposed Findings and Conclusions prior to the Board making final adoption.
- 4) Having no further business, the hearing was adjourned.

Hearing was adjourned at approximately 7:10 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer

**Exhibit A – May 11, 2021**  
**Reporting period: February 22, 2021 – May 2, 2021**

**Advertising:**

POSITION	POSITION
BUILDING INSPECTOR	LICENSED PRACTICAL NURSE
BUSINESS TECHNICIAN	MAINTENANCE MECHANIC
ENGINEERING TECHNICIAN	MECHANIC
ENVIRONMENTAL ANALYST	PARK CARETAKER
ENVIRONMENTAL SERVICES MANAGER	PARK SERVICE WORKER
FACILITIES CARPENTER	PLUMBING INSPECTOR
FIRE BATTALION CHIEF	POLICE RECORDS CLERK
FIRE CAPTAIN	SOCIAL WORKER
FIRE INSPECTOR	URBAN PLANNER
HEALTH INFORMATION TECHNOLOGY COORDINATOR	WATER SERVICE TECHNICIAN
LEGAL ADMINISTRATIVE ASSISTANT	

**Eligibility Lists:**

POSITION	ENTRANCE LIST	PROMO/TRANSFER LIST	DATE ESTABLISHED	DATE EXPIRED	EXTEND Y/N
POLICE EVIDENCE TECHNICIAN	10111000-5		2/5/2021	5/5/2021	Yes, 6 mo
PERMIT TECHNICIAN	16410000-6		2/22/2021	5/22/2021	Yes, 3 mo
CITY SERVICES TECHNICIAN	10401000-3		2/23/2021	5/23/2021	No
LANDFILL EQUIPMENT OPERATOR	21739000-5		2/26/2021	5/26/2021	N/A
INFORMATION TECHNOLOGY SYSTEM ANALYST	7135000-4		3/1/2021	6/1/2021	N/A
SEWER COLLECTION TECHNICIAN	23570000-10		3/4/2021	6/4/2021	N/A
SEWER COLLECTION TECHNICIAN		23570000-10A	3/4/2021	6/4/2021	N/A
ENGINEERING PROJECT MANAGER/P.E.	52968000-1		3/12/2021	6/12/2021	N/A
ENGINEERING PROJECT MANAGER/P.E.		52968000-1A	3/12/2021	6/12/2021	N/A
MAINTENANCE MECHANIC	22577000-4		3/18/2021	6/18/2021	N/A
LEGAL ADMINISTRATIVE ASSISTANT	3011000-1		3/23/2021	6/23/2021	N/A
CITY ENGINEER		52007000-1A	3/24/2021	6/24/2021	N/A
BUILDING INSPECTOR	16501000-2		3/31/2021	6/31/21	Yes, 9 mo
BUILDING INSPECTOR		16501000-2A	3/31/2021	6/31/21	Yes, 9 mo
MECHANIC	24530000-8		4/1/2021	7/1/2021	N/A
WATER SERVICE TECHNICIAN	22721000-7		4/2/2021	7/2/2021	N/A
ENVIRONMENTAL ANALYST		21093000-3A	4/7/2021	7/7/2021	N/A
PARK CARETAKER		14338000-3A	4/9/2021	7/9/2021	Yes, 9 mo
PLUMBING INSPECTOR	16511000-1		4/15/2021	7/15/2021	No
POLICE RECORDS CLERK	10108000-7		4/16/2021	7/16/2021	N/A
URBAN PLANNER	16063000-1		4/21/2021	7/21/2021	No
BUSINESS TECHNICIAN	05121000-2		4/21/2021	7/21/2021	N/A

**Exhibit A – May 11, 2021**  
**Reporting period: February 22, 2021 – May 2, 2021**

**Classification Plan Amendments:**

<b>EO #</b>	<b>GROUP</b>	<b>ACTION</b>	<b>JOB TITLE</b>	<b>OCC CODE</b>	<b>SCALE</b>
CSP-2021-02	General	Add	Facilities Carpenter	278	B25
	General	Add	Industrial Pre-Treatment Technician	541	B25
	Midmanagement	Delete	Business Operations Manager	043	D62
	Midmanagement	Add	Business Operations Manager	043	D63
	Midmanagement	Delete	Project Manager	911	C42
	Midmanagement	Add	Strategic Project Manager	911	C42
	Midmanagement	Delete	Environmental/Storm Water Manager	551	D61
	Midmanagement	Add	Environmental Services Manager	551	D63
	Midmanagement	Add	Watershed Maintenance Supervisor	538	C42
	Midmanagement	Add	Traffic Operations Engineer	971	D61
	Midmanagement	Add	Regulatory Compliance Manager	540	C51
	Midmanagement	Add	Wastewater Facilities Engineer	539	C51
	Midmanagement	Add	Engineering Program Manager	972	D61
	Midmanagement	Delete	Utility Operations Administrator	013	D73
	Midmanagement	Add	Utility Administrator	013	D72

# EXHIBIT B – May 11, 2021

Reporting Period: February 22, 2021 – May 2, 2021

## New Hires:

Eligibility List #	Name	Classification	Hire Date
3100000-5	Laurenz, Cheryl	Assistant City Attorney	3/1/2021
06279000-1	Mergen, Bryan	Facilities Electrician / Certified	3/1/2021
10108000-6	Weber, Baleigh	Police Records Clerk	3/8/2021
3918000-4	Meier, Lindsey	Human Relations Specialist	3/15/2021
10111000-5	Bennett, Hannah	Police Evidence Technician	3/15/2021
7135000-4	VanSurksum, Bradley	IT System Analyst	3/29/2021
21739000-5	Bawek, Benjamin	Landfill Equipment Operator	3/29/2021
16410000-6	Deuter, Karmen	Permit Technician	3/29/2021
23570000-10	Hierholzer, Micah	Sewer Collection Technician	4/5/2021
23570000-10	Lorang, Solomon	Sewer Collection Technician	4/5/2021
051200000-2	Larson, Olivia	Purchasing Specialist	4/5/2021
52968000-1	Nellore, Vishnuvardhan	Engineering Project Manager	4/5/2021
10401000-3	Mac Arthur, Kathy	City Services Technician	4/6/2021
12050000-10	Mendez, Rosa	Dental Assistant	4/12/2021
3011000-1	Senger, Tammy	Legal Administrative Assistant	4/16/2021
52968000-1	Comes, Chad	Engineering Project Manager	4/26/2021
22577000-4	Strutz, Justin	Maintenance Mechanic	4/26/2021

## Off Probation Entrance:

Eligibility List #	Name	Classification	Hire Date	Date Probation Completed
10111000-4	Edwards, Todd	Police Evidence Technician	3/16/2020	3/16/2021
07130000-3	Thury, Justin	Technical Support Specialist	3/16/2020	3/16/2021
23570000-9	Marsh, Dylan	Sewer Collection Technician	3/16/2020	3/16/2021
20523000-3	Bunkers, Colby	Line Worker	3/23/2020	3/23/2021
10089000-5	Smith, Silhouette	Animal Control Officer	3/23/2020	3/23/2021
10112000-5	Clemans, Jamielynn	Forensic Specialist I	4/2/2020	4/2/2021
081390000-1	Bork, Andrew	CityLink Producer	4/6/2020	4/6/2021
14339000-5	White, Andrew	Park Service Worker	4/6/2020	4/6/2021
24405000-2	Mader, Kirby	Welder	4/13/2020	4/13/2021

## EXHIBIT B – May 11, 2021

Reporting Period: February 22, 2021 – May 2, 2021

**Promotions:**

Eligibility List #	Name	Date Promoted	Former Classification	New Classification
23572000-4A	Amen, Daniel	2/22/2021	Sewer Collection Technician	Lead Sewer Collection Technician
23572000-4A	Waldron, Austin	2/22/2021	Sewer Collection Technician	Lead Sewer Collection Technician
9207000-2A	Mydland, Matthew	2/22/2021	Firefighter	Fire Apparatus Operator
9207000-2A	Pugliese, Travis	2/22/2021	Firefighter	Fire Apparatus Operator
9203000-2A	Tracy, Benjamin	2/22/2021	Fire Apparatus Operator	Fire Captain
9203000-2A	Skoglund, Christopher	2/22/2021	Fire Apparatus Operator	Fire Captain
23572000-4A	Albers, Chase	2/22/2021	Sewer Collection Technician	Lead Sewer Collection Technician
23572000-4A	Engelmann, Matthew	2/22/2021	Sewer Collection Technician	Lead Sewer Collection Technician Certified
10224000-4A	Gearman, Candice	3/8/2021	Police Sergeant	Police Lieutenant
10225000-5A	Harris, Jacob	3/8/2021	Police Officer	Police Sergeant
22556000-6	Ideker, Andrew	3/8/2021	Water Service Technician	Water Distribution System Technician
9203000-2A	Boden, Andrew	3/22/2021	Fire Apparatus Operator	Fire Captain
9207000-2A	Rahm, James	3/22/2021	Firefighter	Fire Apparatus Operator
52968000-1	Krueger, Timothy	3/22/2021	Engineering Technician II	Engineering Project Manager
23570000-10	Hybertson, Patrick	3/22/2021	Laborer	Sewer Collection Technician
2357000-10	Kirstein, Daniel	4/5/2021	Parking Patrol	Sewer Collection Technician
52007000-1	Berg, Andrew	4/19/2021	Environmental/Storm Water Manager	City Engineer
9207000-2A	Jacobsen, Jordan	4/19/2021	Firefighter	Fire Apparatus Operator
22578000-1A	Larson, Lyle	4/19/2021	Maintenance Mechanic	Lead Maintenance Mechanic
21093000-3A	Lambert, Troy	4/19/2021	Environmental/Sustainability Technician	Environmental Analyst
14338000-3A	Livermore, Adam	4/19/2021	Park Service Worker	Park Caretaker
920300000-2A	Strasser, Nathan	4/19/2021	Fire Apparatus Operator	Fire Captain



## EXHIBIT B – May 11, 2021

Reporting Period: February 22, 2021 – May 2, 2021

### Off Probation Promotional:

Eligibility List #	Name	Date Promoted	Former Classification	New Classification	Date Completed
22577000-3A	Bartels, Brett	10/5/2020	Water Service Technician	Maintenance Mechanic	4/5/2021
22556000-5A	Gleich, Joseph	10/5/2020	Water Service Technician	Water Distribution System Technician	4/5/2021
9207000-2A	Farsdale, Ryan	10/5/2020	Firefighter	Fire Apparatus Operator	4/5/2021
9207000-2A	Bivens, Anthony	10/19/2020	Firefighter	Fire Apparatus Operator	4/19/2021
24574000-1A	Corbin, Tanner	10/19/2020	Mechanic	Lead Mechanic	4/19/2021
9203000-2A	Cory, Johnathan	10/19/2020	Fire Apparatus Operator	Fire Captain	4/19/2021

### Transfers:

Eligibility List #	Name	Date Transferred	Former Classification	New Classification
22556000-6	Lewis, Joshua	3/8/2021	Maintenance Mechanic	Water Distribution System Technician

### Off Probation – Transfers:

Eligibility List #	Name	Date Transferred	Former Classification	New Classification	Date Completed
23600000-2A	Alvarez, Jose	9/7/2020	Wastewater Operator	Environmental Technician	3/7/2021

### Reassignments/Reclassifications:

Name	Date	Former Classification	New Classification
Borchardt, Dean	4/19/2021	Business Operations Manager (D62)	Business Operations Manager (D63)
Weiss, Matthew	4/19/2021	Engineering Technician	Watershed Maintenance Supervisor
Neyens, Jesse	4/19/2021	Environmental Analyst	Regulatory Compliance Manager
Lubbers, Trent	4/19/2021	Utility Operations Administrator	Utility Administrator
Hoftiezer, Heath	4/19/2021	Principal Engineer	Traffic Operations Engineer
Ausen, Shannon	4/19/2021	Principal Engineer	Engineering Program Manager
Bofenkamp, Erin	4/19/2021	Project Manager	Strategic Project Manager
Nelson, Nathanael	4/19/2021	Lead Equipment Operator (street)	Lead Equipment Operator (Environmental)
Rypkema, Brian	4/19/2021	Equipment Operator (street)	Equipment Operator (Environmental)
Thyberg, Evan	4/19/2021	Equipment Operator (street)	Equipment Operator (Environmental)

## EXHIBIT B – May 11, 2021

Reporting Period: February 22, 2021 – May 2, 2021

### Separations:

Name	Separation Date	Hire Date	MOU	Classification
Mayfield, Colt	2/17/2021	3/3/2014	Fire	Firefighter
Hall, Thomas	2/22/2021	9/25/2017	Water	Water Distribution Service Technician
Talley, Dave	3/11/2021	9/16/1996	Fire	Fire Captain
Goldammer, Shawna	3/19/2021	3/23/1998	Planning & Development Services	Planning Project Coordinator
Wassenaar, Brian	3/22/2021	7/21/2003	Police	Police Officer
Buss, Anthony	3/26/2021	7/15/2002	Police	Police Officer
Kumlien, Marsha	3/29/2021	1/6/1992	Finance	Accountant
Foster, Luann	3/31/2021	6/20/1988	Attorney	Administrative Assistant
Knutson, Dena	4/9/2021	5/17/2010	Engineering	Engineering Project Manager
Thill, Brian	4/12/2021	7/9/1990	Planning & Development Services	Building Inspector
Wudel, Daniel	4/12/2021	5/23/2011	Planning & Development Services	Plumbing Inspector
Nielson, Benjamin	4/13/2021	1/21/2014	Parks & Recreation	Park Service Worker
Titus, Jay	4/16/2021	9/18/1989	Fire Rescue	Fire Division Chief
Johnson, Douglas	4/16/2021	6/24/1991	Sanitary Landfill	Environmental Analyst
Schlotterback, Terry	4/30/2021	4/2/1990	Water	Lead Maintenance Mechanic
VanDyke, Brant	4/30/2021	12/8/2008	Police	Police Officer
Gunn, Jennifer	4/30/2021	12/23/2015	Health	LPN
Unruh, Michelle	4/30/2021	3/4/2019	Housing	Housing Manager

### Separations within Probation Period:

Name	Separation Date	Hire Date	MOU	Classification
Knuth, Amelia	2/23/2021	7/20/2020	Police	Police Officer
Fallesen, McKayla	2/25/2021	10/26/2020	Police	Police Officer
Bradley, Colt	3/14/2021	7/20/2020	Police	Police Officer
Twedt, Brian	3/15/2021	10/26/2020	Police	Police Officer
Nuss, Tara	3/16/2021	9/8/2020	Police	Police Records Clerk
Haffeman, Dustin	3/19/2021	12/3/2018	Fire	Firefighter
Glover, Eric	4/6/2021	7/20/2020	Police	Police Officer
Johannsen, Matthew	4/9/2021	7/20/2020	Police	Police Officer