



Fairmont Civil Service Commission Minutes  
February 15, 2024/0900 hours  
SMEC Room 112

1. Call to Order, Determination of Quorum.  
*Members Present: Hunter, Korsmo, Eppens, Boltjes*  
Required meeting per MN 419.03.
2. Approval of Agenda.  
**Motion to approve agenda as presented.**  
*Offered by Boltjes. Second by Eppens. All in favor. None opposed. Motion carried.*
3. Approval of previous minutes. January 26, 2023.  
**Motion to approve prior minutes.**  
*Offered by Korsmo. Second by Boltjes. All in favor. None opposed. Motion carried.*
4. Public Comment.  
Before the start of the meeting. Is there anyone who wants to speak before the Police Commission during public comment? Public comment is limited to three minutes.  
*No public comment offered by anyone in attendance.*
5. Old Business:
  - a. General Department Update provided by Chief Hunter.  
*Chief Hunter updated the Commission on personnel, equipment, and budget.*
6. New Business:
  - a. Welcome new Commissioner Bryan Boltjes to a three-year term.
  - b. Election of Officers:  
Chair: John Korsmo  
Vice-Chair: Paula Eppens  
Secretary: Bryan Boltjes  
**Motion to approve Election of Officers.**  
*Offered by Eppens. Second by Boltjes. All in favor. None opposed. Motion carried.*
  - c. Retirement of Sergeant Kotewa. Last day February 26, 2024.
  - d. Hiring Process Update.
  - e. Sergeant Promotion Update.
  - f. Presentation and review of Civil Service Rules.  
Current copy of Police Civil Service Rules emailed to commission on February 5, 2024 by Chief Hunter.  
**Motion to adopt Civil Service Manual as current last updated January of 2023.**  
*Offered by Korsmo. Second by Boltjes. All in favor. None opposed. Motion carried.*
  - g. 2023 Annual Report draft update.



- h. Discussion of Community Service Officer position.
  
- 7. Open Discussion  
Are there additional items for discussion?  
*No additional items.*
  
- 8. Adjourn  
**Motion to Adjourn.**  
*Offered by Boltjes. Second by Eppens. All in favor. None opposed. Meeting Adjourned.*

Minutes by Chief Hunter. February 16, 2024.