



Fairmont Civil Service Commission Notes  
January 30, 2025/0900 hours  
SMEC Room 112

1. Call to Order, Determination of Quorum.  
  X   Korsmo     X   Eppens     X   Boltjes     X   Hunter  
Required meeting per MN 419.03.
2. Approval of Agenda.  
**Motion to approve agenda as presented.**  
Motion by Boltjes  
Second by Eppens  
All in Favor. None opposed. **Motion carried.**
3. Approval of previous minutes. February 15, 2024 meeting.  
**Motion to approve prior minutes.**  
Motion 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.  
Floor opened for public comment.  
No comments presented from public.
5. Old Business:
  - a. General Department Update provided by Chief Hunter.
    1. Retirement of Sergeant Kotewa in February 2024.
    2. Retirement of Officer Bass in May 2024.
    3. New officers in 2024: Hughes, Anderson, Brown.
    4. New officer in January 2025: Davis.
    5. Officer Hagert promoted to Sergeant in May 2024.
    6. Officer Paine assigned to Fairmont Area Schools SRO in 2024.
    7. Officer Stevens moved into Arise Academy SRO/Patrol assignment Jan 2025.
6. New Business:
  1. Welcome back Commissioner John Korsmo to a three-year term.
  2. Election of Officers:  
Chair:           John Korsmo  
Vice-Chair:    Paula Eppens  
Secretary:     Bryan Boltjes



**Motion to approve Election of Officers:**

Motion by Boltjes to keep commission officers same as 2024.

Second by Eppens.

All in favor. None opposed. **Motion carried.**

3. Staffing/Hiring Update. Expecting to hire two patrol officers in 2025.  
Discussion of process and expected time line.  
Resignation of Officer Nelson effective February 22, 2025.  
Possible retirement of Chief Hunter and Captain Tonder in 2025.  
Hiring/Promotion process for these positions.  
Separation of CSO-Cadet Dunlop. Had not worked since August 19, 2024.  
Update on CSO Position and Community Development/Ordinance enforcement position at City Hall.
4. Contract negotiation year for LELS #176. Current contract ends December 31, 2025/midnight.
5. Discussion of Rule/Section 22 of Civil Service Manual.
  - i. Discussion of circumstances under which Civil Service Commission could be asked to order an officer to submit to a psychological evaluation under Section 22.
6. Presentation and review of Civil Service Rules.  
Current copy of Police Civil Service Rules emailed to commission on January 15, 2025 by Chief Hunter. Signatures updated on signature page in manual with current members.  
**Motion to adopt Civil Service Manual as current with approved/revised date of January 30, 2025.**  
Motion by Boltjes  
Second by Eppens  
All in favor. None opposed. **Motion carried.**
7. 2024 Annual Report draft update. New photo taken with current Commission members.
7. Commisison Discussion  
Are there additional items for discussion?  
General discussion/question about department.
8. Adjourn  
**Motion to Adjourn.**  
Motion by Boltjes  
Second by Eppens  
All in favor. None opposed. **Motion carried.** Meeting adjourned 1015 hours.

Notes completed January 30, 2025 by Chief Hunter.