



**City of Willowick**  
**CIVIL SERVICE MEETING**

Monday, April 14, 2025 at 1:00 PM  
City Council Chambers

**ADA NOTICE**

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City of Willowick at 440-585-3700 at least three working days before the meeting.

**MINUTES**

**CALL MEETING TO ORDER**

The meeting was called to order by Chairman Mike Lazor at 1:00 PM.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF CIVIL SERVICE COMMISSION**

**PRESENT**

Chairman, Mike Lazor

Commission Member, Jim Tobin

Commission Member, Tom Robinson

**ALSO PRESENT**

Mayor, Michael Vanni

Law Director, Mandy Gwartz

Secretary, Molly Henderson

**MINUTES**

1. Motion to approve minutes of the Civil Service meeting held on April 3, 2025. Made by Mike Lazor, seconded by Jim Tobin and Tom Robinson.

**Discussion:** None.

**Vote:** All Ayes. Motion carried.

**OLD BUSINESS**

2. Motion to bring back old business made by Mike Lazor.

**Discussion:** None.

**Vote:** All Ayes. Motion carried.

3. Motion to approve the announcement and date for the fire department's full-time captain test. Made by Mike Lazor, seconded by Jim Tobin and Tom Robinson.

**Discussion:** At the discretion of the law director, the commission can waive the rules if there is a unanimous vote to do so, as referenced in Rule XIII, Section 1. The commission collectively determined that modifying the rules for the upcoming promotional test is essential to support the welfare of both the fire department and the city.

**Vote:** All Ayes. Motion carried.

4. Motion to table the fire department's part-time lieutenant test until next meeting. Made by Mike Lazor, seconded by Jim Tobin and Tom Robinson.

**Discussion:** The part-time lieutenant test will consist of a written exam and an assessment. New dates for the assessment are currently being determined.

**Vote:** All Ayes. Motion carried.

#### NEW BUSINESS

5. Motion to approve the book list for the upcoming lieutenant's test for the fire department. Made by Mike Lazor, seconded by Jim Tobin and Tom Robinson.

**Discussion:** None.

**Vote:** All Ayes. Motion carried.

6. Motion to allow the fire chief to appoint an acting part-time lieutenant for a period not to exceed 6 months from the date of appointment. Made by Mike Lazor, seconded by Jim Tobin and Tom Robinson.

**Discussion:** None.

**Vote:** All Ayes. Motion carried.

#### MISCELLANEOUS

#### ADJOURNMENT

Motion to adjourn the meeting. Made by Mike Lazor.

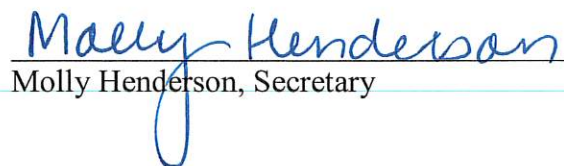
**Discussion:** None.

**Vote:** All Ayes. Motion carried.

The meeting was adjourned at 2:02 PM.

**ATTEST:**

  
Michael Lazor, Chairman

  
Molly Henderson, Secretary