



Civil Service Commission
104 E. Franklin Street
Circleville, OH 43113
740-477-1731
Fax: 740-477-5829

Matthew Tootle
Chairperson

Stacy Young
Vice-Chairperson

Amy Elsea
Member

**Circleville Civil Service Commission
Meeting Minutes
Tuesday, July 12, 2022 – 8:30 AM**

I. Roll Call

The Circleville Civil Service Commission was called to order at 8:33 AM on Tuesday, July 12, 2022 by Chairperson Matthew Tootle. Members present: Matthew Tootle, Chairperson, Stacy Young, Vice-Chairperson, Amy Elsea, Commission Member and Valerie Dilley, Commission Secretary. Guests: None.

II. Approval of Agenda

Ms. Young offered a motion to approve the July 12, 2022 agenda as written. Mr. Tootle seconded the motion. Vote: All Yeas.

III. Reading/Approval of Minutes

A. Regular Meeting Minutes – June 14, 2022

Ms. Elsea offered a motion to accept the June 14, 2022 meeting minutes. Ms. Young seconded the motion. Vote: All yeas.

IV. Reports/Correspondence

- Appointment of Aaron Williams, Communications Officer, effective 6-27-2022
- Appointment of Nicholas Barta, Police Officer, effective 7-11-2022
- Appointment of Rusty Hunter, Maintenance Worker I, effective 7-11-2022

V. Unfinished Business

A. Proposed Lateral Transfer Procedure for the Circleville Police Department

Ms. Elsea offered a motion to accept the Lateral Transfer Procedure for the Circleville Police Department. Ms. Young seconded the motion. Vote: All yeas.

VI. New Business

A. Certification of Police Officer Eligibility List

Mr. Tootle offered a motion to certify the Police Officer Eligibility List. Ms. Young seconded the motion. Vote: All Yeas.

B. Request to open testing period for entry level Police Officer

Ms. Young offered a motion to open a testing period for entry level Police Officer. Ms. Elsea seconded the motion. Vote: All Yeas.

VII. Public/Informal Time

VIII. Adjournment

Meeting adjourned at 8:39 AM