



Auburn Municipal Civil Service Commission
Minutes – Regular Monthly Meeting January 13, 2020 – 6:30 PM

Commissioner Turo-Butler called meeting to order.

Roll Call – Civil Service Clerk Jeffrey Whiting took the roll. Present were Commissioner Laurie Turo-Butler, and Commissioner Mikel Zank. Commissioner Jack Hardy was excused. Also present were City Manager Jeff Dygert and Superintendent of Public Works Michael Talbot.

Approval of meeting minutes for December 9, 2019. Commissioner Zank motioned to approve minutes. Commissioner Turo-Butler 2nd. Carried 2-0.

New Business

- Discussion of creation Motor Equipment Operator III position and adopting job specification. Commissioner Zank motioned to create Motor Equipment Operator III and adopt job specification. Commissioner Turo-Butler 2nd. Carried 2-0.
- Approval of Senior Custodian #73-339 promotional examination announcement. Commissioner Turo-Butler motioned to approve the examination announcement. Commissioner Zank 2nd. Carried 2-0.
- Approval of Senior Custodian #64-375 open competitive examination announcement. Commissioner Zank motioned to approve the examination announcement. Commissioner Turo-Butler 2nd. Carried 2-0.
- Approval of Tenant Relations Assistant #68-176 open competitive examination announcement. Commissioner Zank motioned to approve the examination announcement. Commissioner Turo-Butler 2nd. Carried 2-0.
- Approval of Director of Facilities III #26-536 eligible list. Commissioner Turo-Butler motioned to approve the eligible list. Commissioner Zank 2nd. Carried 2-0.
- Employee updates – No discussion
- Upcoming Schedule – Discussion.
- Motion to adjourn meeting by Commissioner Zank. Commissioner Turo-Butler 2nd. Motion carried 2-0. Meeting adjourned 7:43 PM.

Attest