



Auburn Municipal Civil Service
Minutes –Monthly Meeting Tuesday, April 10, 2018 – 6:30pm

Commissioner Hardy called meeting to order.

Roll Call – Civil Service Clerk Jeffrey Whiting took the roll call. Present were Commissioner Jack Hardy, Commissioner Laurie Turo-Butler, and Commissioner Tricia Kerr arrived late. Also present were Assistant Superintendent of Personnel Jeffrey Evener and City Clerk Chuck Mason.

Approve minutes of Regular Meeting March 12, 2018. Commissioner Turo-Butler motioned to approve minutes. Commissioner Hardy 2nd. Carried 2-0.

New Business

- Discussion of adding a proposed clerical title in the City Clerk Office. Commissioner Turo-Butler motioned create a Senior Clerk position in the City Clerk Office. Commissioner Kerr 2nd. Carried 3-0.
- Discussion of creation of three Local Area Network Technician positions in the Auburn Enlarged School District. Commission Turo-Butler motioned to create the three positions and accept the job specification. Commissioner Kerr 2nd. Carried 3-0.
- Approval of Real Property Appraiser #61-356 examination announcement. Commissioner Turo-Butler motioned to approve the examination announcement with a name correction. Commissioner Kerr 2nd. Carried 3-0.
- Discussion of two candidates request for alternate Police Officer agility exam dates. No alternate date for Candidate #1 due to no documentation provided. Civil Service Clerk to follow up with Candidate #2 for additional information.
- Employee updates – Discussion.
- Upcoming Schedule – Discussion.
- Motion to adjourn meeting by Commissioner Kerr; 2nd by Commissioner Hardy. Motion carried 3-0. Meeting adjourned 7:46 PM.

Attest