

CHARTER TOWNSHIP OF CLINTON  
EMPLOYEES CIVIL SERVICE COMMISSION  
APPROVED MINUTES

August 8, 2023

5:30 p.m.

PRESENT: Mr. Robert Butler, Chair  
Mr. John Russi, Vice Chair  
Ms. Lisa Murray, Personnel Director

I. CALL TO ORDER:

Mr. Butler called the meeting to order at 5:30 p.m. Roll call: Mr. Robert Butler, Chair and Mr. John Russi, Vice Chair were present. Mr. Eric Jackson, Member was absent. Also in attendance: Ms. Lisa Murray, Personnel Director and Mr. Dan Bernard, Legal Counsel.

II. APPROVAL OF AGENDA:

Mr. Butler made a motion to approve the agenda as presented. Mr. Russi seconded. The motion passed unanimously.

III. APPROVAL OF JUNE 28, 2023, MEETING MINUTES:

Mr. Russi made a motion to approve the minutes. Mr. Butler seconded. The motion passed unanimously.

IV. CORRESPONDENCE:

A. The Civil Service Commission discussed Ms. Mary Bednar, Director of Department of Public Services request regarding utilizing a headhunting agency for the position of Assistant Engineer. The Commission stated that the Civil Service process would still have to be implemented.

V. REPORTS:

A. The Personnel Director informed the Commission regarding the status of the Assistant Foreman positions in the Department of Public Services, Water & Sewer Division.

B. The Personnel Director informed the Commission regarding the status of the Custodial position in the Department of Public Services, Facilities & Operations Division.

C. The Personnel Director informed the Commission regarding the status of the Maintenance Worker position in the Department of Public Services, Facilities & Operations Division.

- D. The Personnel Director informed the Commission regarding the status of the Inspector position in the Department of Public Services, Facilities & Operations Division.
- E. The Personnel Director informed the Commission regarding the status of the Ordinance Enforcement Officer position in the Building Department.
- F. The Personnel Director informed the Commission regarding the recommendations of the Personnel Vacancy Review Committee.

VI. PUBLIC PARTICIPATION:

None.

VII. COMMISSIONER COMMENTS:

The Commission scheduled the next meeting for Tuesday, September 19, 2023 at 5:30 p.m.

VIII. OLD BUSINESS:

None.

IX. ADJOURNMENT:

Mr. Butler made a motion to adjourn at 6:15 p.m. Mr. Russi seconded. The motion passed unanimously.

Respectfully submitted,

Lisa M. Murray  
Personnel Director  
Employees Civil Service  
Charter Township of Clinton