

# City of Circleville

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## 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

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## Circleville Civil Service Commission

### Meeting Minutes

Tuesday, July 9, 2024 – 8:30 AM

#### I. Roll Call:

The Circleville Civil Service Commission was called to order at 8:31 AM on Tuesday, July 9, 2024, 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 to approve the agenda as written. Ms. Elsea seconded the motion. Vote: All yeas.

#### III. Reading/Approval of Minutes

##### A. Regular Meeting Minutes – June 11, 2024

Ms. Young offered a motion to accept the June 11, 2024 meeting minutes as written. Ms. Elsea seconded the motion. Vote: All yeas.

#### IV. Reports/Correspondence

**The following items of correspondence were read and entered into the record.**

- A. Reclassification of Markus Cobb to the position of Code Enforcement/Zoning Inspector effective 7-8-2024

#### V. Unfinished Business

None

#### VI. New Business

None

#### VII. Public/Informal Time

None

#### VIII. Adjournment

Meeting adjourned at 8:32 AM