



# MASSILLON CIVIL SERVICE COMMISSION

## REGULAR MEETING

LOCATION: Getz Building  
DATE: Monday July 14, 2025  
TIME: 5:00 pm

### MINUTES

CALL TO ORDER:

ROLL CALL: Starrett P, Campbell P, Violand P, Thieret P  
Renee Baker, Tom Burgasser

Motion Starrett, 2<sup>nd</sup> Violand to amend the Agenda to reflect the correct Date of the next Regular meeting to August 11, 2025 VOTE 3 YES

MINUTES: Approve July 8, 2025 Special Meeting Minutes  
Motion: Starrett, 2<sup>nd</sup> Violand to amend the Minutes to reflect that the Aquatics Direct title is incorrect and was to be replaced with Aquatics Supervisor **VOTE 3 YES**  
Motion: Campbell, 2<sup>nd</sup> Violand to approve the Corrected Minutes **VOTE 3 YES**

Approve June 9, 2025 Regular Meeting Minutes  
Motion: Campbell, 2<sup>nd</sup> Violand **VOTE 3 Yes**

PUBLIC COMMENT:

NEW BUSINESS: Rule 6 section 6.7 Amendments to Massillon Civil Service Rules and Regulations  
Motion: Starrett, 2<sup>nd</sup> Violand to accept the change of Rule 6 Section 6.7 ( C ) only. **VOTE 3 YES**

Rule 3 Amendments to Massillon Civil Service Rules and Regulations – **Table** for future discussion

Approve the post for Firefighter - EMT Entrance Exam  
Motion: Starrett, 2<sup>nd</sup> Violand **VOTE 3 YES**



Approve the post for WWTP HVAC Technician  
Motion: Starrett, 2<sup>nd</sup> Violand with time change  
**VOTE 3 YES**

Approve WWTP Safety Officer Exam Post  
Motion: Campbell, 2<sup>nd</sup> Starrett **VOTE 3 YES**

Approve Health Department Language Services  
Coordinator Post Resume Review  
Motion: Starrett, 2<sup>nd</sup> Violand **VOTE 3 YES**

Certify WWTP Job Description for Administrative  
Assistant **TABLE** until August meeting for more info

Certify WWTP Job Description for Network  
Administrator **TABLE** until August meeting for more  
info

Certify WWTP Job Description for Operations  
Superintendent **TABLE** until August meeting for more  
info

Post for Building Department Admin Assistant - Permit  
Assistant (Part-Time) **Tabled** for more information call  
special meeting

Discussion of Occupational List of Class Titles  
Occurred earlier in conjunction with Rule 3  
presentation by Tom Burgasser

Old Business:

GOOD & WELFARE: Question of Administrator pay grade 23S

NEXT MEETING: Monday August 11, 2025

ADJOURN Motion: Starrett, 2<sup>nd</sup> Violand **VOTE 2 Yes**  
Time: 5:57 PM  
(Note: Elaine Campbell had to leave this meeting at  
5:50 PM)