



MASSILLON CIVIL SERVICE COMMISSION

REGULAR MEETING

DATE: Monday September 21, 2026

MINUTES

CALL TO ORDER:

The meeting was called to order at 5:00 pm by Chairperson STARRETT.

ROLL CALL: Megan Starrett (Chair): PRESENT
Kordell Ford: PRESENT
Aaron Violand: PRESENT
OTHERS IN ATTENDANCE: Tom Burgasser Civil Service Administrator

AMENDMENT: The Commission was asked to amend the agenda to consider posting a Police Officer Entrance Examination.

MOTION: STARRETT 2ND: VIOLAND
to amend the agenda to include posting for a Police Officer Entrance Examination.
Discussion: None
VOTE: 3 YES

MINUTES:

The minutes of the 08-10-2026 regular meeting were distributed electronically and reviewed.

MOTION: STARRETT 2ND: VIOLAND
to approve the August 10, 2026 Regular Meeting minutes as written.
Discussion: None
VOTE: 3 YES

The minutes of the 08-26-2026 special meeting were distributed electronically and reviewed.

MOTION: STARRETT 2ND: FORD
to approve the August 26, 2026 Special Meeting minutes as written.
Discussion: None
VOTE: 2 YES (Violand abstained)



FINANCIAL REPORT:

The financial report for September, 2026 and a budget transfer were distributed and discussed.

MOTION: STARRETT 2ND: VIOLAND
to accept the September, 2026 financial report as read.

Discussion: None

VOTE: 3 YES

PUBLIC SPEAKS: None.

UNFINISHED BUSINESS:

1. The Commission was updated on the Outreach Services Coordinator position. Joe Heinzer accepted the position.
2. The Commission was updated on the Registered Environmental Health Specialist ND THE Environmental Health Director positions. As there were no eligible applicants, the positions were reposted.
3. The Commission was updated on the Code Enforcement Officer positions. John Snee and Quinn Golden have accepted the positions.
4. The Commission was updated on the Industrial Pretreatment Inspector position. The candidate who was given a conditional offer of employment declined so the position will be reposted.
5. The Commission was updated on the entry level Plant Operator and Industrial Maintenance Technician positions. Keith Herring Jr. has accepted the Plant Operator position and Brian Caldwell has accepted the Industrial Maintenance Technician position.
6. The Commission was asked to certify the Firefighter – EMT Eligibility List.

MOTION: STARRETT 2ND: VIOLAND
to certify the FF – EMT Entrance Examination Eligibility List.

Discussion: Discussion ensued.

VOTE: 3 YES

NEW BUSINESS:

1. The Commission was asked to approve posting for a Police Officer Entrance Examination.

MOTION: STARRETT 2ND: VIOLAND
to approve posting a Police Officer Entrance Examination.

Discussion: Discussion ensued.

VOTE: 3 YES



GOOD & WELFARE:

None

NEXT MEETING: Regular Meeting: 10-12-2026 at 5pm in the Annex Mezzanine Level

ADJOURN:

MOTION: STARRETT 2ND: VIOLAND
to adjourn.

Discussion: None

VOTE: 3 YES

The meeting was adjourned at 5:09 pm.

Respectfully submitted,

Tom Burgasser

Tom Burgasser

Civil Service Administrator