

# GROVE CITY CIVIL SERVICE COMMISSION MEETING MINUTES

**January 20, 2026**

**Agenda Item A: Call to Order/Roll Call**

The meeting was called to order at 9:02 a.m.

Members in Attendance: Marjorie Brant, Chair; Ed Fleming, Member; Keith Larsen, Member and Jennifer Uhrin, Secretary

Others in Attendance: Kim Hettinger

**Agenda Item B: Approval of Minutes** – Mr. Larsen made a motion to accept the December 15, 2025 meeting minutes as submitted; seconded by Mr. Fleming. Vote Taken – Motion Approved.

**Agenda Item C: New Items**

1. **City of Grove City** – Ms. Liz Reed with Optimal Testing Solutions prepared the following lists:
  - a. **Property Maintenance Inspector** – Mr. Fleming made a motion to accept the list as presented; seconded by Mr. Larsen. Reviewed list. Ms. Hettinger reported receiving 17 applications with the top 12 appearing on the list. Vote Taken – Motion Approved.
  - b. **Environmental and Natural Resources Supervisor – Parks and Recreation** - Mr. Fleming made a motion to accept the list as presented; seconded by Mr. Larsen. Reviewed list. Ms. Hettinger reported receiving 23 applications with 11 of those meeting the required training and experience qualifications. Vote Taken – Motion Approved.

**Agenda Item D: Open Discussion** – Next meeting is scheduled for Tuesday, February 17, 2026.

**Agenda Item E: Adjourn** - The meeting adjourned by unanimous consent at 9:12 a.m.

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Jennifer Uhrin, Secretary

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Marjorie Brant, Chair