

A meeting of the Civil Service Board was held on Tuesday March 5, 2024, at 8:00 a.m. in conference room 212 of City Hall, 203 South Troy Street, Royal Oak. The meeting was called to order at 8:03 a.m.

**PRESENT**

Chairperson Saunders  
Kettner  
McEachren  
Quinn  
Thorstad

**ABSENT**

Also present was human resources specialist Marlisa Gunther.

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**APPROVAL OF AGENDA**

Moved by Thorstad  
Seconded by Quinn

Be it resolved the civil service board hereby approves the agenda for the March 5, 2024, meeting as presented.

Adopted unanimously

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**ANNOUNCEMENTS AND PUBLIC/EMPLOYEE COMMENT**

There were no announcements, public comments, or employee comments.

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**APPROVAL OF MEETING MINUTES**

Moved by Thorstad  
Seconded by McEachren

Be it resolved the minutes of February 2, 2024, are hereby approved as submitted.

Adopted unanimously

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**UNFINISHED BUSINESS**

There was no unfinished business.

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**APPROVAL OF POLIC RECORDS CLERK I ELIGIBILITY LIST**

Gunther presented the Police Records Clerk I Eligibility List to the Civil Service Board.

Moved by Thorstad  
Seconded by McEachren

Be it resolved that the Civil Service Board approves the Police Records Clerk I Eligibility List as presented.

Adopted unanimously

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Upon motion by Thorstad and seconded by Kettner the meeting was adjourned at 8:07 a.m.

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Melanie Halas, City Clerk /db

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