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**Township Supervisor**  
Brenda L. Stumbo  
**Township Clerk**  
Heather Jarrell Roe  
**Township Treasurer**  
Stan Eldridge



**YPSILANTI  
TOWNSHIP**  
— OFFICE OF THE CLERK —

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**Trustees**  
Ryan Hunter  
John Newman II  
Gloria Peterson  
Debbie Swanson

**Civil Service Commission  
Special Meeting Agenda  
Wednesday, December 20, 2023 at 4:30pm**

7200 S. Huron River Drive  
Ypsilanti MI, 48197

1. CALL TO ORDER
2. NEW BUSINESS
  - A. REQUEST TO APPROVE THE 2024 CIVIL SERVICE MEETING DATES
  - B. REQUEST TO APPROVE THE MINUTES OF THE JANUARY 18, 2023, JULY 19, 2023, AUGUST 23, 2023 AND SEPTEMBER 20, 2023
3. ADJOURNMENT

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## **Civil Service Commission 2024 REGULAR MEETING SCHEDULE**

The Civil Service Commission meets at 4:30pm on the third Wednesday, every other month beginning in January. The meetings are held at the Ypsilanti Township Civic Center, 7200 S. Huron River Drive, Ypsilanti, MI 48197 in the first floor conference room

The meeting schedule for 2024 is as follows:

1. January 17, 2024
2. March 20, 2024
3. May 15, 2024
4. July 17, 2024
5. September 18, 2024
6. November 20, 2024

**CHARTER TOWNSHIP OF YPSILANTI  
CIVIL SERVICE COMMISSION  
MINUTES OF THE JANUARY 18, 2023 REGULAR MEETING**

The meeting was called to order by Commissioner Hazelette Crosby Robinson at approximately 4:43pm in the Ypsilanti Township First Floor Conference Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Members Present:** Hazelette Crosby Robinson and Fred Williams II

**Members Absent:** Vic Chevrette

**Also Present:** Karen Wallin

**NEW BUSINESS**

**A. APPROVAL OF THE AUGUST 30, 2022, NOVEMBER 2, 2022 AND  
NOVEMBER 23, 2022 SPECIAL MEETING MINUTES**

A motion was made by Commissioner Williams and seconded by Commissioner Crosby Robinson to approve the August 30, 2022, November 2, 2022 and November 23, 2022 Special Meeting Minutes.

The motion passed unanimously.

**OTHER BUSINESS**

**REQUEST TO ESTABLISH AN ENTRY LEVEL HIRING LIST**

A motion was made by Commissioner Williams and seconded by Commissioner Crosby Robinson to approve the request to establish an entry level hiring list.

The motion passed unanimously.

**ADJOURNMENT**

A motion was made by Commissioner Williams and seconded by Commissioner Crosby Robinson to adjourn the meeting.

The motion carried unanimously

The meeting adjourned at approximately 4:50pm

Respectfully submitted,

Lisa Stanfield  
Secretary

**CHARTER TOWNSHIP OF YPSILANTI  
CIVIL SERVICE COMMISSION  
MINUTES OF THE JULY 19, 2023 REGULAR MEETING**

The meeting was called to order by Commissioner Hazelette Crosby Robinson at approximately 4:30pm in the Ypsilanti Township First Floor Conference Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Members Present:** Vic Chevrette, Hazelette Crosby Robinson and Fred Williams II

**Members Absent:** None

**Also Present:** Karen Wallin

**NEW BUSINESS**

**A. VOTE FOR NEW PRESIDENT**

A motion was made by Commissioner Crosby Robinson and seconded by Commissioner Williams to nominate Vic Chevrette as the new president of the Civil Service Commission.

The motion passed unanimously.

**B. APPROVAL OF THE UPDATED CIVIL SERVICE RULES AND REGULATIONS**

A motion was made by Commissioner Williams and seconded by Commissioner Crosby Robinson to approve the updated Civil Service Rules and Regulations.

The motion passed unanimously.

**OTHER BUSINESS**

A motion was made by Commissioner Crosby Robinson and seconded by Commissioner Chevrette to approve testing for a new fire chief.

The motion passed unanimously.

**ADJOURNMENT**

A motion was made by Commissioner Chevrette and seconded by Commissioner Crosby Robinson to adjourn the meeting.

The motion carried unanimously.

The meeting adjourned at approximately 4:50pm.

Respectfully submitted,

**CHARTER TOWNSHIP OF YPSILANTI  
JULY 19, 2023 REGULAR MEETING MINUTES  
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Lisa Stanfield  
Secretary

**CHARTER TOWNSHIP OF YPSILANTI  
CIVIL SERVICE COMMISSION  
MINUTES OF THE AUGUST 23, 2023 REGULAR MEETING**

The meeting was called to order by Commissioner Hazelette Crosby Robinson at approximately 4:30pm in the Ypsilanti Township First Floor Conference Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Members Present:** Vic Chevrette and Hazelette Crosby Robinson

**Members Absent:** Fred Williams, II

**Also Present:** Karen Wallin

**NEW BUSINESS**

**A. REQUEST TO APPROVE THE ENTRY-LEVEL ELIGIBILITY LIST FOR  
AUGUST 2023**

A motion was made by Commissioner Chevrette and seconded by Commissioner Robinson Crosby to approve the entry-level eligibility list for August 2023 contingent on final approval of the third applicant once cleared by CWW.

The motion passed unanimously.

**B. REQUEST TO APPOINT FIRE MARSHALL STEVE WALLGREN AS  
TEMPORARY FIRE CHIEF**

A motion was made by Commissioner Robinson Crosby and seconded by Commissioner Chevrette to appoint Fire Marshall Steve Wallgren as temporary fire chief.

The motion passed unanimously.

**OTHER BUSINESS**

There was no other business.

**ADJOURNMENT**

A motion was made by Commissioner Chevrette and seconded by Commissioner Crosby Robinson to adjourn the meeting.

The motion carried unanimously.

The meeting adjourned at approximately 5:02pm.

Respectfully submitted,

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 23, 2023 REGULAR MEETING MINUTES  
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Lisa Stanfield  
Secretary

**CHARTER TOWNSHIP OF YPSILANTI  
CIVIL SERVICE COMMISSION  
MINUTES OF THE SEPTEMBER 20, 2023 REGULAR MEETING**

The meeting was called to order by Commissioner Vic Chevrette at approximately 4:30pm in the Ypsilanti Township First Floor Conference Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Members Present:** Vic Chevrette and Fred Williams, II

**Members Absent:** Hazelette Crosby Robinson

**Also Present:**

**NEW BUSINESS**

**A. REQUEST TO OPEN AND ADVERTISE FOR AN ENTRY-LEVEL  
APPLICATION PROCESS**

A motion was made by Commissioner Chevrette and seconded by Commissioner Williams to approve the request to open and advertise for an entry-level application process.

The motion passed unanimously.

**OTHER BUSINESS**

There was no other business.

**ADJOURNMENT**

A motion was made by Commissioner Williams and seconded by Commissioner Chevrette to adjourn the meeting.

The motion carried unanimously.

The meeting adjourned at approximately 4:36pm.

Respectfully submitted,

Lisa Stanfield  
Secretary