

Lyon County Public Works

Citizen Complaint Form

The Lyon County Public Works Division requires all of its employees to provide professional and courteous service to all of its citizens. It is the policy of the Lyon County to investigate all allegations of misconduct concerning County Employees. If you wish to file a complaint, or have a concern regarding employee conduct, please complete the following information and sign the form.

YOUR INFORMATION

Name	Address
Phone	Work
	Cell
	EMAIL

INCIDENT INFORMATION Date of Incident

Location of Incident	Time of Incident
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EMPLOYEE(S) Involved Name(s) _

COMPLAINT INFORMATION Please provide the details surrounding your complaint. List any person(s) involved and possible witnesses. If needed, use the back of this form or attach additional information.

STATEMENT: To the best of my knowledge, the information I have provided is true and factual. I further acknowledge that once this document is submitted, that it could be used as evidence in a libel complaint against me by the accused employee, if the information which I have provided is false, and damaging to the employee).

Signature: _____ Date _____

Please return the completed form to: Lyon County Director of Public Works
504 Fairgrounds
Road
Marshall, MN 56258

An Equal Opportunity Employer