

**MINUTES OF THE MEETING OF THE  
MANHEIM TOWNSHIP CIVIL SERVICE COMMISSION  
Tuesday, April 4, 2017**

**I. Public Session**

A public session was held by the Civil Service Commission to review, certify, and rank results from the March 18 testing of part time and full time fire fighter candidates.

**II. Call to order**

The Civil Service meeting was held on Tuesday, April 4, 2017 in the Commissioners Meeting Room of Manheim Township, 1840 Municipal Drive, Lancaster, PA. Chairman R.H. Brenneman called the meeting to order at 10:07 am.

**III. Roll call**

Civil Service Commission Chairman Bob Brenneman, Civil Service Secretary Marsha DiBonaventuro, and Commission member Jon Singer.

**IV. Approval of Minutes**

The Board unanimously approved (Singer/Brenneman) the minutes from January 10, 2017 Public Session.

**V. Old Business**

There was no old business this morning

**VI. New Business – Discussions/Actions**

- A. The Commission reviewed and unanimously approved (Singer/DiBonaventuro) the test results of 35 applicants.  
Fire Chief Rick Kane gave the following details:
  - There were 38 initial applicants: 1 opted out before testing, 1 did not meet the eligibility requirements, and 1 did not attend the testing.
  - All remaining 35 testing applicants passed the test. This was the first time in the 6 scheduled testing dates that ALL testers passed the first time.
  - Of those testing, 6 were veterans and eligible for veteran points.
  - All testers were required to select their intent to be considered for full time, part time, or both. This was significant because two lists were generated, for full time and part time.
- B. The CPAT (physical agility testing) has been scheduled. At least one Commission member will be present to observe and certify each participant.

- C. DiBonaventuro requested that Chief Kane clarify the interpretation of a specific section of the CPAT to ensure its uniform application to all participants.

**VII. Adjournment**

There being no further business before the Commission, Chairman Brenneman moved and Secretary DiBonaventuro seconded the meeting adjournment at 10:25 a.m. with all in favor.

Respectfully submitted,

**MANHEIM TOWNSHIP CIVIL SERVICE COMMISSION**

Marsha M. DiBonaventuro

Secretary