

MINUTES FOR MEETING OF THE  
MANHEIM TOWNSHIP CIVIL SERVICE COMMISSION

Tuesday, April 27<sup>th</sup>, 2021

Public Session

A public session of the Manheim Township Civil Service Commission ("CSC") was held at the Manheim Township Municipal Building for the purpose of reviewing any questions regarding our 'Rules and Regulations' policies; as well as discussing the established meeting dates and time.

I. Call to Order / Roll Call

Chairman Schmuckle called the meeting to order at 10:00 A.M. with the following CSC Members and Alternate Members present: Chairman Doug Schmuckle, Vice Chairman Jon Singer, Secretary Timothy Ponessa, and Alternate Member Marsha DiBonaventuro. Alternate Member Deborah Broskey was excused from the meeting.

II. Approval of Previous Minutes

Motion made by Jon Singer, and seconded by Doug Schmuckle, to accept the previous meetings' minutes as written. By unanimous voice vote, minutes of the February 9<sup>th</sup>, 2021 meeting were approved.

III. Old Business

CSC Reorganization – Reiterated approved reorganization of the CSC at the February 9, 2021 meeting.

There was discussion on what constituted a quorum of the Civil Service Commission meetings. Chairman Schmuckle referred to Section 628 of the First Class Township Code for questions concerning a quorum.

IV. New Business

MT Youth Aid Panel Retirement Announcement – CSC recognizes Jon Singer for his service on the Youth Aid Panel. He was thanked for his years of service.

**Police Report**

Scavenger Hunt – Attempting to solicit participation

Tentative Dates for Police Testing – Per Chief Rudzinski, the tentatively scheduled dates for the Lancaster County Consortium Civil Service Test are September 11 & 12, 2021. MT CSC will have a representative present.

Recruitment difficulties – Chairman Schmuckle encouraged the reading of a news article he received from Chief Rudzinski concerning the difficulties police departments are having in recruiting quality candidates due to the current climate in policing nationwide.

Marsha DiBonaventuro expressed her opinion that policing in a community needs good public relations programs to make candidates want to work there. It was mentioned that the Township has recently hired a public relations person.

Tim Ponessa expressed his opinion that although good PR programs are important, pay and benefits are of more critical importance to candidates.

It was agreed that the MT CSC would be unable to submit appropriate suggestions at this time concerning improved recruitment methods for police officer candidates.

### **Fire/Rescue Report**

Written Test Date – Per Chief Rick Kane, Cpt Rhodes will administer the written test on June 26, 2021 at 9:00 a.m. and also at 1:00 p.m. if there are enough applicants. The MT CSC will have a representative present.

CPAT Testing – The first timed practice test will be conducted on September 14 & 15, 2021, throughout the day from 10:00 a.m. to 8:00 p.m. The second timed practice test will be conducted on September 27 & 28, 2021, throughout the day from 10:00 a.m. to 8:00 p.m. The final test will be conducted on October 2, 2021 at 8:00 a.m. until complete. They will attempt to have all MT candidates test on the same dates. The testing will be conducted at the Lancaster County Public Safety Training Center. The MT CSC will have a representative present.

**Rules / Regulations Review** – The MT CSC will review the Civil Service Rules and Regulations to determine necessary updates/changes.

### **CSC Meeting Dates / Times**

January 2022 will be the reorganization meeting for the MT CSC.

Section 3.06 (A) of the MT Civil Service Rules & Regulations (concerning meetings) was discussed. It was determined that a closer review is needed to verify issues requiring open meetings.

The next meeting of the MT CSC meeting will be scheduled at a later time by the Chairman.

**Annual Report** – It was determined that there was no Annual Report submitted for 2020.

### **V. Adjournment**

Commission members were reminded future meetings will be called as necessary. Hearing no additional business to be brought before the Commission members, it was moved and seconded to adjourn the meeting. Approval by unanimous voice vote. Meeting adjourned at 10:55 A.M.

Respectfully Submitted,

Timothy Ponessa

Secretary – Civil Service Commission