

MINUTES FOR MEETING OF THE
MANHEIM TOWNSHIP CIVIL SERVICE COMMISSION
Tuesday, September 26, 2023

I. Call to Order

A Public Session of the Manheim Township Civil Service Commission ("CSC") was held at the Manheim Township Municipal Building on Tuesday, September 26, 2023 at 4:30 P.M. and was presided over by Chairman Doug Schmuckle

II. Roll Call

Secretary Broskey noted a quorum by confirmation of the following CSC Members being present: Chairman Schmuckle, Secretary Broskey, and Alternate member Tim Ponessa. Chairman Schmuckle appointed Tim Ponessa to act as voting member of the Commission to act in the absence of Vice-Chairman Singer. Marsha DiBonaventuro, Vice Chairman Singer, and Phil Brubaker were excused.

Guest: Manheim Township Police Lieutenant, Michael Piacentino and Acting Chief, Brian Freysz

III. Approval of Previous Minutes

Motion made by Chairman Schmuckle and seconded by Tim Ponessa to amend the minutes by striking the first name of Brett from New Business section of the minutes. The correction was approved and a new motion was then provided to accept the previous meeting minutes dated June 13, 2023. Chairman Schmuckle asked if there were any further discussions or questions. Hearing none, motion carried unanimously.

IV. Old Business

Chairman Schmuckle reviewed the outline of testing dates for the part-time firefighter positions provided by Fire Chief Little. The final timed CPAT session will be Sunday, October 8, 2023. This session will have representation from the CSC, which was volunteered to be Secretary Broskey.

V. New Business

Chairman Schmuckle received a note from Fire Chief Little to extend the current eligibility listing dated October 25, 2022 for another year, which will be voted on by the majority of the Commission according to CSC rules and regulations under Section 7.01. The new expiration date would be October 25, 2024. Discussion and voting to take place at the next CSC meeting.

Chairman Schmuckle asked Lieutenant Piacentino to review the promotion testing requirements for positions of Sergeants and Lieutenants. One position for Lieutenant is available and two Sergeant positions and a Corporal position will be opened due to a retirement and promotions. Lt. Piacentino stated the focus is on Lieutenant position only today because corporal position and sergeant position one-year requirement time factor needs to be addressed.

Lt. Piacentino stated the Stanard and Associates written test was used in past years for 1st and 2nd line supervisor. Lt. Piacentino researched a new promotional testing company with help from PA Accreditation members, to use T2 Police Management Consulting agency for the Lieutenants exam and possibly the Sergeant's exam. The company will create a unique exam designed specifically for MT police agency. They will provide an oral examination portion as well and the company does conform to CSC promotional requirements. Discussion and questions followed before a motion was made by Mr. Ponessa to approve T2 testing company and seconded by Secretary Broskey. Hearing no more questions or discussions, the motion was approved unanimously.

VI. Public Comment Regarding Civil Service Matters

None

VII. Additional Topics Presented by CSC Members

VIII. Adjournment

Without further questions or comments brought before the CSC, it was moved by Tim Ponessa and seconded by Secretary Broskey to adjourn the meeting at 5:20 p.m. Motion carried unanimously.

Next meeting scheduled for October 10, 2023

Respectfully Submitted,

Deborah A. Broskey

Secretary – Civil Service Commission