

MINUTES FOR MEETING OF THE
MANHEIM TOWNSHIP CIVIL SERVICE COMMISSION
Tuesday, October 24, 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, October 24, 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, Vice Chairman Singer, Secretary Broskey, and Alternate member Marsha DiBonaventuro. Tim Ponessa, and Phil Brubaker were excused.

Guest: Manheim Township Police Lt. Piacentino, Police Chief Fisher, Police Lt. Freysz and Fire Chief Little.

III. Approval of Previous Minutes

Motion made by Chairman Schmuckle to approve the minutes of September 26, 2023, Motion approved by Marsha DiBonaventuro and seconded by Chairman Schmuckle.

Chairman Schmuckle asked if there were any further discussions or questions. Hearing none, motion carried unanimously.

IV. Old Business

Chairman Schmuckle asked Lt. Piacentino to give an update of the application process for applicants seeking the Lieutenant position within the Department. There were 5 applicants approved and qualified for the testing of the Lieutenant position. Applications were opened at the meeting by Lt. Piacentino and included the following candidates: Sgt. Waltz, Sgt. Nolt, Sgt. Echternach, Sgt. Dobish and Sgt. Myers. T-2 Vendor is approved to order tests and reading material. Representation from CSC is needed around December 1,2 or 3 for the written test and December 9 or 10 for the oral testing. Chairman Schmuckle asked for a motion to accept the applications as meeting the qualifications for Lt. position. Motion so moved by Secretary Broskey and seconded by Vice-Chair Singer. Hearing no further discussions or questions, motion carried unanimously.

V. New Business

Chairman Schmuckle asked Fire Chief Little to present information and the listings on the final candidate rankings for the part-time position of firefighter. Chief Little stated he had the final eight candidates out of thirteen applicants for the CSC to approve and certify. Representation at the testing site was made by CSC Vice-Chair, Jon Singer. Chairman Schmuckle asked for a motion to approve the ranking list for the candidates. Motion moved by Secretary Broskey and seconded by Alt member DiBonaventuro. Hearing no further questions or comments, motion was approved unanimously. Chairman Schmuckle signed the Eligibility List to be posted.

Chief Little requested the CSC to extend the eligibility listing for the full-time firefighter candidates dated October 25, 2022 to be extended through October 25, 2024. These listings are normally good for one year, which would have expired October 25, 2023. Chief Little removed candidates already hired and updated the list with the top twenty candidates according to test rankings from the list dated October 25, 2022. Chairman Schmuckle asked for a motion to approve the extended date for the full- time firefighter position to October 25, 2024. Motion moved by Secretary Broskey and

seconded by Chairman Schmuckle. Chairman Schmuckle, asked for any other questions or comments, hearing none, motion carried unanimously. Chairman Schmuckle signed the Extended Eligibility List.

VI. Public Comment Regarding Civil Service Matters

None

VII. Additional Topics Presented by CSC Members

A public meeting will be held on November 14, 2023 for a hearing to discuss a disqualification letter sent to a candidate for the position of Police Officer according to section 5.07 and 5.08 of the CSC Rules and Regulations.

VIII. Adjournment

There being no further questions or comments brought before the CSC, it was moved by Vice Chair Singer and seconded by Secretary Broskey to adjourn the meeting at 5:15p.m. Motion carried unanimously.

Next public meeting scheduled for November 14, 2023

Respectfully Submitted,

Deborah A.Broskey

Secretary – Civil Service Commission