

MINUTES FOR MEETING OF THE
MANHEIM TOWNSHIP CIVIL SERVICE COMMISSION
Tuesday, November 14, 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, November 14, 2023 at 4:30 P.M. and was presided over by Chairman Doug Schmuckle.

Note: An Executive Session was held prior to the Public Session on Tuesday, November 14, 2023 and was presided over by Chairman Schmuckle with all members of the CSC present. This session was to discuss representation for the testing of the Lieutenant Position of the police department.

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 members Marsha DiBonaventuro, Tim Ponessa and Phil Brubaker.

III. Approval of Previous Minutes

Motion made by Vice-Chairman Singer to approve the minutes of October 24, 2023, and seconded by Chairman Schmuckle. Chairman Schmuckle asked if there were any further discussions or questions. Hearing none, motion carried unanimously.

IV. New Business

Chairman Schmuckle gave a brief history of the main motion for today's meeting. The CSC has a list of Rules and Regulations that governs the operation of the Commission and the Police Department has a governing body known as MPOETC that dictates what requirements under Act 120 all officers are required to meet. If a candidate passes an agility test and written test they are scored and put on an eligibility list. The top ten candidates are placed in rank order and sent a conditional letter of employment based on passing a physical and psychological test.

A candidate (appellant) received a letter on October 11, 2023 stating after her conditional testing results, she was not qualified to be appointed as a police officer. The candidate (appellant) filed an appeal with the CSC regarding the recommendation of the Police Department to disqualify her from further consideration on October 17 2023. The CSC scheduled November 14, 2023 to hear the case.

Attorneys for the Police Department and the CSC were present as well as the Township's psychological examiner and the candidate (appellant). During the hearing, the appellant testified on her own behalf and the Township presented testimony of a police Sergeant and a Doctor of Psychology.

At the conclusion of the hearing the CSC briefly recessed for a discussion to render a decision. Based on the qualifications of the Doctor of Psychology and that fact that no accommodation would enable her to perform the functions of a police officer, the CSC voted unanimously to deny the appeal. Motion to deny was made by Chairman Schmuckle and seconded by Vice Chair Singer.

V. Public Comment Regarding Civil Service Matters

None

VI. Additional Topics Presented by CSC Members

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 6:30 p.m. Motion carried unanimously.

Next public meeting scheduled for December 12, 2023

Respectfully Submitted,

Deborah A.Broskey

Secretary – Civil Service Commission