

MINUTES FOR MEETING OF THE
MANHEIM TOWNSHIP CIVIL SERVICE COMMISSION

Tuesday, November 26, 2024-Amended

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 26, 2024 at 4:30 P.M. and was presided over by Chairwoman Marsha DiBonaventuro.

II. Roll Call

Secretary Broskey noted a quorum by confirmation of the following CSC Members being present: Chairwoman Marsha DiBonaventuro, Secretary Debbie Broskey, Vice Chairman Jon Singer and Alternate members Michael Zimmerman, and Jerry Tueche. Alternate Philip Brubaker was excused.

Guests: MT Police Chief, Duane Fisher

III. Approval of Previous Minutes

Motion made by Mike Zimmerman to approve the minutes of November 12, 2024, and seconded by Secretary Broskey. Chairman DiBonaventuro asked if there were any further discussions, corrections or changes. Hearing none, motion carried unanimously.

IV. Old Business

Chief Fisher identified the concern that the Civil Service Regulations may need to be updated for the 1st Class Township in order to better align hiring with other municipalities that aren't Civil Service. He intends to discuss information with the solicitor to especially look at the 'rule of three' regulations at next meeting.

V. New Business

Chairwoman DiBonaventuro invited Police Chief Fisher to update the Commission on the Lieutenants Certified Promotion List. It was noted that the current list expires on December 12, 2024. There were 5 candidates on the list and the first candidate was promoted. This leaves 4 to select from which will be needed around 2026 when a retirement takes place. Since there are no Sergeant's currently available to take the test, it is suggested we renew this list rather than run a new test. New Expiration would be December 12, 2025. A copy of the current Lieutenants list will be entered in the minutes. A motion was presented by Chairwoman DiBonaventuro to approve the extension of the certified list for another year. All members of the Commission were in favor. Motion approved unanimously.

Chief Fisher also discussed the need for a scored oral exam in the initial hiring of candidates. Explanation of the proposal was given to the labor attorney and will be discussed and presented to the Commission. Once accepted, the final approval will come from the MT Board of Commissioners.

VI. Additional Topics Presented by CSC Members

None

VII. Public Comment Regarding CSC Matters

None

VIII. Adjournment

There being no further questions or comments brought before the CSC, it was moved by Vice-Chair Singer to adjourn and was seconded by Alternate Jerry Tueche at 5:02 p.m. Motion carried unanimously.

Next public meeting scheduled as needed.

Respectfully Submitted,

Deborah A. Broskey

Secretary – Civil Service Commission