

TOWNSHIP OF SALISBURY
Lehigh County, Pennsylvania

POLICE CIVIL SERVICE COMMISSION
MEETING AGENDA

Meeting Date: Wednesday, January 18, 2023
Meeting Time: 5:00 p.m.

NOTIFICATIONS:

- All public sessions of the Salisbury Township Civil Service Commission meeting are electronically monitored and recorded for the purpose of taking the Minutes. Public comment on agenda items will be entertained at the time the item is up for vote, non-agenda related public comments will be entertained after the agenda.
- This public session of the Salisbury Township Civil Service Commission will be held in person at 2900 South Pike Avenue, Allentown, PA 18103
- Public Comment Period Policy—Three (3) Minutes Rule

1. Meeting Call to Order

2. Approval of Minutes – November 16, 2022

3. New Business

- Discussion regarding rank of Corporal or Detective
- Other business

4. Public Input

5. Adjournment

**NOTE: Next regularly scheduled Civil Service Commission meeting is
Wednesday, March 15, 2023 at 5pm.**

TOWNSHIP OF SALISBURY
Lehigh County, Pennsylvania
MINUTES FROM THE CIVIL SERVICE COMMISSION
November 16, 2022 – 5:00 PM

A meeting of the Township of Salisbury Police Civil Service Commission was publicly held on Wednesday, November 16, 2022 at 5:00 p.m. in person at the Salisbury Township Municipal Building, 2900 South Pike Ave., Allentown, PA. Present were members Commissioners Kenneth Wied, Samuel Darrohn and Russell Lande. Also present were Ms. Cathy Bonaskiewich, Township Manager; Mr. Donald Sabo, Chief of Police; and Attorney Jeffrey Dimmich, Counsel. No members of the public were present.

The Civil Service Commission Meeting was called to order at 5:00 p.m.

APPROVAL OF MINUTES – October 31, 2022

Mr. Wied made a motion to approve the October 31, 2022 Civil Service Commission meeting minutes as submitted. Mr. Lande seconded the motion. The motion passed 3-0.

NEW BUSINESS

Resolution Amending Sections 3.9(E) and 5.5 of the CSC Rules & Regulations modifying Act 120 Certification requirement and Conditional Appointments for Police Officer Applicants

Attorney Dimmich reviewed in detail the proposed resolution with the members. He recounted the prior discussions with the Civil Service Commission to remove the requirement for Act 120 certification from the Rules and Regulations. He noted that there was legislation passed that pays the municipality a portion of the newly hired police officer's salary and training for Act 120 certification. If they leave and go to another police department in the first 2 years, then that other police department has to reimburse the Township. It was noted that the last round of creating an eligibility list resulted in the Township only having two candidates to consider and they both withdrew from the process after it was determined that there were issues in their backgrounds. The first article of the draft resolution removes language dealing with the requirement for Act 120 certification when applying.

The remainder of the Resolution concerns conditional appointments. Attorney Dimmich discussed the importance of having the physical and psychological examinations. The application process needs to be handled carefully when hiring police officers. Previously there had been issues raised with the length of time it took to do the background examinations. The background exams could potentially be done after an offer has been extended as a condition of employment. The Board of Commissioners are the sole board to select the physician and psychologist to perform the exams since the

statute was amended. He noted that in the draft resolution, the same identical language as cited in the statute for the mental and physical exams was inserted.

Mr. Lande asked questions concerning the numbering of the conditions within the resolution.

Attorney Dimmich explained the following remaining conditions included in the proposed resolution which include background examinations, polygraph examination and academy training. Previously the State statute had the municipalities to pay 100% of Academy training costs. Currently MOPEC is paying back 75% of the training costs to the municipalities.

Ms. Bonaskiewich noted that the Township will deduct the remaining 25% from the conditional appointee's pay until the 120 coursework is completed. There was a brief discussion regarding potential salary of newly hire conditional appointees. There were a few corrections discussed with respect to the draft resolution. Removal of the drug screening requirement from the resolution was also discussed.

Mr. Lande commented that better pay and benefits is what will get us better recruits in addition to the changes being made to the rules and regs. Chief Sabo noted that there are up to 14 other municipalities that are vying for the candidates through the consortium. Mr. Lande recommended that the Township come up with a plan B if there is a continuing lack of eligible candidates to choose from for hiring.

Mr. Wied made a motion to approve the resolution amending sections 3.9(e) and 5.5 of the CSC Rules & Regulations modifying Act 120 certification requirement and conditional appointments for police officer applicants with some minor revisions. Mr. Lande seconded the motion. The motion passed 3-0.

OTHER BUSINESS/ROUNDTABLE DISCUSSION

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

Motion to adjourn the meeting by Mr. Wied, seconded by Mr. Lande. The meeting was adjourned at 6:00 p.m.