

TOWNSHIP OF SALISBURY
Lehigh County, Pennsylvania
MINUTES FROM THE CIVIL SERVICE COMMISSION
January 10, 2020 – 10:00 AM

A special reorganization meeting of the Township of Salisbury Police Civil Service Commission was publicly held on Friday, January 10, 2020 at 10:00 a.m. in the Township Municipal Building located at 2900 South Pike Avenue. Present were members Commissioners Wied, Katz, and Darrohn. Also present were Ms. Bonaskiewich, Township Manager; Mr. Soberick, Chief of Police; Attorney Dimmich, Counsel, Mrs. Wilson, Administrative Assistant, Mr. Sabo, Police Sergeant; and Mr. Patten, Police Sergeant and Township Commissioner Rodney Conn. No members of the public were present.

The Civil Service Commission Meeting was called to order at 10:05 a.m.

ELECTION OF OFFICERS

Chair - Mr. Katz nominated Samuel Darrohn as Chair. Mr. Wied seconded the nomination. There were no other nominations.

On motion of Mr. Katz, seconded by Mr. Wied, the Civil Service Commission voted 3-0 to appoint Mr. Darrohn as Chair.

There was a discussion regarding whether to combine the offices of Vice-Chair and Secretary.

On motion of Mr. Wied, seconded by Mr. Katz, the Civil Service Commission voted 3-0 to combine the offices of Vice-Chair and Secretary.

Vice-Chair/Secretary – Mr. Darrohn nominated Andrew Katz as Vice-Chair. Mr. Wied seconded the nomination. There were no other nominations.

On motion of Mr. Darrohn, seconded by Mr. Wied, the Civil Service Commission voted 3-0 to appoint Mr. Katz as Vice-Chair/Secretary.

Recordkeeper – Mr. Wied nominated the Township Manager or the Manager's designee to be the official recordkeeper. Mr. Katz seconded the nomination. There were no other nominations.

On motion of Mr. Wied, seconded by Mr. Katz, the Civil Service Commission voted 3-0 that the Recordkeeper shall be the Township Manager or his/her appointee. All records will be kept at the Township building.

Counsel – Mr. Darrohn nominated the law offices of Dimmich and Dinkelacker to serve as Counsel to the Civil Service Commission. Motion seconded by Mr. Wied. There were no other nominations.

On motion of Mr. Darrohn, seconded by Mr. Wied, the Civil Service Commission voted 3-0 to appoint the Law Office of Dimmich and Dinkelacker as counsel to the Civil Service Commission.

Atty. Dimmich noted that the billing will remain the same as last year.

APPROVAL OF MINUTES – February 19, 2019

Mr. Wied made a motion to approve the February 19, 2019 Civil Service Commission meeting minutes as submitted. Mr. Katz seconded the motion. The motion passed 3-0.

NEW BUSINESS

Creation of a new eligibility list for entry-level police officers

Atty. Dimmich noted that following the provisions of the consortium option of the rules and regulations, the Township received a list of names of applicants who were tested for the physical agility and written exams.

Chief Soberick explained that the consortium testing option is very cost effective. Testing took place on December 20th in Parkland. The Township received the names of all applicants who passed and didn't pass the physical agility. Some applicants still needed Act 120. There were 38 that applied to have their test scores sent to Salisbury but only 28 qualify under the Township's requirements.

Atty. Dimmich informed that the Township would have to send notifications to those applicants that do not qualify and that they have the right to appeal. Chief Soberick noted that there was one applicant who subsequently did receive the Act 120 and would now qualify.

- **Selection of agency to perform Oral Exam**

Chief Soberick suggested using a panel of three Police Chiefs or command staff from Lehigh County Chief's Association to conduct the oral exams.

There were a few questions and concerns raised with respect to competition amongst the agencies in going after the same pool of applicants, also how are the oral exams to be scored with the panel. Chief Soberick noted that there is a methodology and a bank of

questions that is used for the oral exams. Atty. Dimmich noted that the test must be geared towards police matters.

Mr. Wied made a motion to authorize Chief Soberick to select a panel of three Police Chiefs or command staff from Lehigh County Chief's Association to conduct the oral exams for the creation of an entry-level full-time police officer eligibility list. Mr. Katz seconded the motion. Motion passed 3-0.

- **Selection of polygraph examiner**

On motion of Mr. Darrohn, seconded by Mr. Katz, the Civil Service Commission voted 3-0 to retain Mr. Gregg Morochko as the polygraph examiner.

- **Discussion on amending the Civil Service Rules and Regulations**

Atty. Dimmich noted that currently the rules and regulations require that all applicants that have passed the physical agility, written and oral exams must undergo a background investigation including polygraph exam prior to being added to the eligibility list which is quite costly. The Township previously separated the list into groups of five to make it more manageable. The proposed changes would allow the Township to perform background investigations on just the three individuals whose names are being submitted to the Board of Commissioners. The changes to sections 4.8(a) and 5.1 allow more flexibility and saves a lot of money.

Mr. Wied inquired if the Township can legally prevent new hires from leaving and going to another police department. Atty. Dimmich explained that there is nothing the Township can do to prevent that from happening. Once a tentative offer is extended; that individual is no longer on the consortium list for that testing cycle.

Mr. Darrohn made a motion to amend section 4.8(a) and 5.1 to allow that the background investigations be performed before or after the creation of an eligibility list, contingent upon approval of the Board of Commissioners. The motion was seconded by Mr. Katz. Motion passed 3-0.

Chief Soberick suggested a change to Section 8.3(b) with respect to time of service for promotions to the rank of Sergeant. The proposed change would allow for any police officer that has had five (5) years of continuous service with the Township police department to be eligible to apply. Atty. Dimmich recommended that this matter may also have to go to the police association before it goes to the Board of Commissioners since it affects a condition on how an individual gets to the next rank.

Mr. Katz made a motion to approve amending Section 8.3(b) of the Civil Service Rules and Regulations so that a police officer that has five (5) years of continuous service is eligible to apply for promotion to the rank of sergeant, contingent upon the approval of

the Police Association and the Board of Commissioners. Motion was seconded by Mr. Wied. Motion passed 3-0.

- **Annual Report 2019**

Mr. Katz made a motion to approve the 2019 Annual Report. Motion was seconded by Mr. Wied. Motion passed 3-0.

OTHER BUSINESS/ROUNDTABLE DISCUSSION

Chief Soberick noted that many municipalities are sending people to the academy for Act 120 and getting reimbursed 75% through state funding (Act 89 of 2013) while they are at the academy.

PUBLIC COMMENT

No public was present for comment.

ADJOURNMENT

Motion to adjourn the meeting by Mr. Katz, seconded by Mr. Wied. The meeting was adjourned at 11:10 a.m.