

TOWNSHIP OF SALISBURY
Lehigh County, Pennsylvania
MINUTES FROM THE CIVIL SERVICE COMMISSION
August 3, 2022 – 5:00 PM

A meeting of the Township of Salisbury Police Civil Service Commission was publicly held on Wednesday, August 3, 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. Kevin Soberick, 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 – May 18, 2022

Mr. Wied made a motion to approve the May 18, 2022 Civil Service Commission meeting minutes as submitted. Mr. Lande seconded the motion. The motion passed 3-0.

NEW BUSINESS

- ❖ **Resolution No. CSC-2022-001 to Ratify 5/18/22 Action by the Civil Service Commission Amending Rules and Regs regarding Length of Service Required for Promotion to Corporal or Detective Ranks**

Atty. Dimmich explained that the Commissioners would need to reaffirm the action taken to amend the May 18, 2022 agenda as well as a motion to adopt a resolution to amend Section 8.3(A) to reduce the number of years of continuous service with the township police department to be eligible to apply for the rank of detective from four years to three years for detective and corporal. Atty. Dimmich noted that the motion is to conform the motion for the agenda item to the actual motion made and that it be for both detective and corporal for the

Mr. Wied made a motion to affirm both the prior motion amending the May 18, 2022 agenda and adopting Resolution No. CSC-2022-001 amending the Civil Service Rules and Regulations Section 8.3(A) reducing the length of continuous police service required with the Township from four years down to three years to be eligible to apply for the ranks of detective or corporal. Mr. Lande seconded the motion. The motion passed 3-0.

- ❖ **Motion to Authorize Proceeding with Testing Process for the Creation of an Eligibility List for Promotion to the Rank of Detective**

On motion of Mr. Lande, seconded by Mr. Wied, the Civil Service Commission voted 3-0 to authorize proceeding with testing process for the creation of an eligibility list for promotion to the rank of Detective.

A brief discussion ensued regarding the postings and testing timeframe and process for the Detective rank. Also, the eligibility list expires after one year unless it is extended prior to the expiration date.

❖ **Discussion regarding the creation of the Position of Lieutenant (or equivalent)**

Ms. Bonaskiewich explained that a Township Commissioner expressed an interest in the Township potentially having a Lieutenant in the police department. There was a question on whether to add a rank or position for lieutenant and whether they would be in the bargaining unit or not. Atty. Dimmich explained that the commissioners have the option on whether to make it an at-will position or whether to determine if his duties would allow the individual to be in the bargaining unit. Atty. Dimmich stated if they have administrative powers in their job description then they could be excluded from the bargaining unit. Some police chiefs may request civil service protection if they choose to do a non-competitive test.

Chief Soberick noted that he did not have to take a test. Mr. Wied who is assigned to be acting Police Chief. He noted that it usually is the senior officer that is working if the chief is not on hand, but the chain of command is set by the police chief.

Mr. Lande noted that this is a busy but small police department and that may create an issue to put a lieutenant in place by losing a police officer or to add the position and increasing the budget.

Ms. Bonaskiewich noted that our police department does currently have corporals and sergeants. Adding the lieutenant position would be part of restructuring the department. Mr. Lande inquired if it is an appointed position and is it at-will or would they be able to go back to a previous rank. Atty. Dimmich explained that the civil service rules give the procedures to fill the positions within the police department other than chief. Ms. Bonaskiewich inquired whether the bargaining unit will have to give input.

Chief Soberick commented that adding the lieutenant helps to clean up the chain of command and an added step between the bargaining unit and the chief of police. There was a brief discussion on whether there should be a minimum number of years of continuous service with the Township police department required.

There was a lengthy discussion on the process of appointing the chief of police and testing requirements and the similar issues with appointing a lieutenant. No action was taken.

OTHER BUSINESS/ROUNDTABLE DISCUSSION

None.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

Motion to adjourn the meeting by Mr. Wied, seconded by Mr. Lande. The meeting was adjourned.