

TOWNSHIP OF SALISBURY
Lehigh County, Pennsylvania
MINUTES FROM THE CIVIL SERVICE COMMISSION
REGULAR MEETING
Wednesday, November 15, 2023 – 5:00 PM

A regular meeting of the Salisbury Township Police Civil Service Commission was publicly held on Wednesday, November 15, 2023 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; Attorney Jeffrey Dimmich, Counsel and Mr. Rodney Conn, Township Commissioner. No members of the public were present.

The Civil Service Commission Meeting was called to order at 5:02 p.m.

APPROVAL OF MINUTES – October 4, 2023

Mr. Wied made a motion to approve the October 4, 2023 Civil Service Commission meeting minutes as submitted. Mr. Lande seconded the motion. The motion passed 3-0.

NEW BUSINESS

Resolution regarding Rules & Regs amendments regarding ranks and promotions

Atty. Dimmich noted that there are four changes that were made to the draft resolution as requested at the prior meeting which he briefly went over. The sections being amended in the Civil Service Rules and Regulations are 7.1, 7.2, 7.3, 9.1, 9.3, and 10.2.

Mr. Lande made a motion to approve the resolution amending Sections 7.1, 7.2, 7.3, 9.1, 9.3, and 10.2 of the Civil Service Commission Rules and Regulations regarding ranks and promotions, subject to the Board of Commissioners' approval. Mr. Wied seconded the Motion. Motion passed 3-0.

Review and Discuss Solicitor Applications

Atty. Dimmich expressed his willingness to assist in the transition when a solicitor has been selected. Ms. Bonaskiewich suggested that the Commission determine how they will proceed with vetting the applicants. Atty. Dimmich provided suggestions for the interview questions.

Mr. Lande commented that he would be prepared to make a selection based off the resumes provided, but he is willing to bring the applicants in for interviews if the other members wish to do so.

The Commission briefly spoke on the experiences indicated by the applicants.

Mr. Wied made a motion to eliminate High Swartz from consideration. Mr. Lande seconded the Motion. Motion passed 3-0.

Mr. Wied made a motion to schedule interviews for Atty. John Ashley and Atty. David Knerr on December 6, 2023 at 5pm and 5:30pm. Mr. Lande seconded the motion. Motion passed 3-0.

Atty. Dimmich explained that he does not need to be present and the interviews can be held privately in executive session. Mr. Conn noted that he may not be present as well so that there does not appear to be any undue influence from the Board of Commissioners in the selection process. Atty. Dimmich noted that the meeting should be advertised.

OTHER BUSINESS/ROUNDTABLE DISCUSSION

Mr. Wied inquired on hiring for the Lieutenant position and whether another Sergeant would be hired. Chief Sabo explained that we currently have two sergeants and would look to hire a Lieutenant instead of another sergeant.

A brief discussion ensued regarding the appeals process and arbitration.

Mr. Darrohn thanked Attorney Dimmich for his years of service to the Civil Service Commission and wished him the best in his retirement.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

Mr. Wied made a motion to adjourn the meeting. Mr. Lande seconded the motion. The motion passed 3-0. The meeting was adjourned at 5:45 p.m.