

## LEET TOWNSHIP CIVIL SERVICE COMMISSION (CSC)

### Meeting Minutes

194 Ambridge Avenue, Fair Oaks, PA 15003

Regular Meeting – December 13, 2022

**Present:** Donald S. Birnie, William C. Bubb, and Thomas Weber. **Voting members:** Mr. Birnie, Mr. Bubb, Mr. Weber. **Absent:** Katherine Longwell, and Jack Mook

**Members of the Public:** None

Mr. Weber called the meeting to order at 7:00 pm, and began the meeting with the Pledge of Allegiance.

#### Public Participation

No one present.

#### Approval of November 22, 2022 Special Meeting Minutes

**Motion:** Mr. Bubb moved to approve the minutes for the November 22, 2022 Special Meeting. Seconded by Mr. Birnie. Messrs. Birnie, Bubb and Weber voted in favor.

#### Entry Level Testing for New Police Officers

Mr. Weber reported that we conducted both physical agility and written testing on Dec 3, 2022. We received only one application from Mr. Jack Singleton (applied for both full-time and part-time employment). He passed the physical agility test with flying colors, and received a score of 74 on the written test (passing score is 70). Mr. Singleton was informed by Mr. Birnie, on Dec 6, that he passed both tests, and the next steps in the civil service examination process would be for the Chief of Police to conduct a background check and an oral examination. It was also mentioned that Interim Chief Jameson would be in touch with him to follow-up.

Mr. Weber also reported on related conversations with Mr. Jameson, that he had not yet contacted Mr. Singleton, because of the time of the year. He planned to wait until the new year to proceed with his part of the process to develop the Eligibility List, which the BOC requested. Both Mr. Bubb and Mr. Birnie expressed disappointment that Mr. Jameson had not yet called Mr. Singleton to follow-up on the next steps of this civil service process. Mr. Weber agreed he would call Mr. Jameson to review his role in the effort to develop the Eligibility List, and ask him to call Mr. Singleton as soon as possible.

Mr. Bubb asked Mr. Weber how he would compare the testing set up at Allegheny County Police Academy with the IUP/RMU set up. Mr. Weber said that the ACPA testing capacity was

higher at 45 per testing event, compared to 20 at IUP/RMU. He also mentioned that the track at RMU was first class and a better place for the 1.5 mile run than the hilly trail at ACPA. Overall, Mr. Weber would prefer to use IUP/RMU in the future.

During the testing event, Mr. Birnie had asked Tommy Rutowski from IUP whether MPOETC would drop the 1.5-mile test in the future, and his opinion was no. It's the only way to evaluate a candidate's aerobic conditioning. The purpose is not to see if the candidate can chase a suspect for 1.5 miles. Mr. Bubb agreed, based on a physical conditioning class he is attending.

### **Status of the Mike Molinaro Hearing**

Mr. Weber confirmed that there is still no news on the timing for rescheduling this hearing.

### **End of Year Report to the Board of Commissioners**

Mr. Birnie agreed to have a first draft of the high-level annual report available to the rest of the LT-CSC by December 31, 2022. With input from all members the final report will be completed and sent to the Board of Commissioners by January 31, 2023.

### **2023 LT-CSC Meeting Dates**

Mr. Weber proposed we schedule two meetings a month in 2023, with the objectives of meeting before the two BOC Meetings, and keeping the first Monday of each month open since Ms. Longwell has a conflict every month. Based on the availability of the municipal building, according to Mrs. Rengers, Wednesdays and Thursdays would work.

**Motion:** Mr. Birnie moved that the LT-CSC schedule monthly meets on the first Wednesday (Regular Meeting), and third Wednesday (Special Meeting) of each month in 2023. All meetings will begin at 7:00 pm, at 194 Ambridge Ave, Fair Oaks, PA. Mr. Bubb seconded. Messrs. Birnie, Bubb and Weber all voted in favor.

In order to reduce advertising costs, Mr. Weber will ask Mrs. Rengers to advertise these meetings in the Beaver County Times, along with the monthly meetings of the BOC. As each meeting date approaches Mr. Weber may decide to cancel it if there is nothing to discuss.

### **Special Meeting Scheduled for Dec 27, 2022**

There being nothing to discuss, the LT-CSC agreed by unanimous consent to cancel the Dec 27 Special Meeting.

### **Public Participation**

There being no members of the public present, there were no other comments.

### **Adjournment**

**Motion:** There being no further business, Mr. Bubb moved we adjourn at 7:46 pm. Mr. Birnie seconded. Messrs. Bubb, Weber and Birnie voted in favor.

/s/Donald S. Birnie

/s/Thomas P. Weber