

LEET TOWNSHIP CIVIL SERVICE COMMISSION (CSC)
Meeting Minutes
194 Ambridge Avenue, Fair Oaks, PA 15003
Regular Meeting – January 17, 2024

Present: Marty Zimmel, William C. Bubb, Robert Gulish, and Thomas P. Weber

Voting members: Mr. Zimmel, Mr. Bubb, Mr. Weber

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.

Chairman Weber made comments as to why this meeting was taking place even though it had been voted to cancel at the January 3rd meeting. This was the result of a discussion Mr. Bubb had with Chief Jameson concerning the possible loss of two full time officers to the Beaver County Sheriff's Department in the near future. Upon learning of this situation, Mr. Weber then contacted each of the members of the LT-CSC and it was decided to hold the meeting as scheduled and advertised. Mr. Weber then asked for a motion that the meeting be held. Mr. Bubb made such a motion, and Mr. Zimmel seconded it. A roll call vote was held with all members voting "Yes". The meeting then continued as scheduled and advertised.

3 Public Participation

No members of the public participated.

4 Approval of the January 3, 2023 Regular Meeting Minutes

Motion: Mr. Zimmel moved to approve the minutes for the January 3, 2023 Regular Meeting of the LT-CSC as written. Seconded by Mr. Weber. A roll call vote was taken and the motion to accept the minutes of the January 3, 2024 meeting a presented was passed.

5 Old Business

5.1 Review of Entry level testing for new officers: acceptable Identification. No further discussion was held.

5.2 Review of Proof of U.S. Citizenship and Residency Guidelines. Mr. Weber reviewed our rules under 4.5, General Qualifications. He also discussed the email exchanges with Bob Cifrulak and Bob McTiernan. A discussion of acceptable documents; U.S. Passport, birth certificate, etc., was held. Mr. Bubb pointed out that we have not talked about naturalized citizens yet and possession of a Real ID is not current law. The LT-CSC rules, under 4.5, generally state that every applicant shall be in possession qualifying documents at the time of application.

Mr. Weber spoke to the difficulty in getting applicants in real life situations. Our including the requirements in the public advertisement so that it would be known to the applicants was discussed, even though those requirements are spelled out in the application packet. Mr. Bubb suggested a list of acceptable citizenship documents to include:

- U.S. Passport
- Certified Birth Certificate
- Real ID
- Certificate of Citizenship
- Naturalization Certificate

The costs of testing were discussed including, advertising, written testing, and physical agility testing sites. After considerable discussion, it was mutually agreed upon that the next round of physical agility testing would take place at the Allegheny County Police Academy.

Mr. Zimmel explained how the written test was conducted when he was the chief at Crescent Twp. He acquired the tests from the PA Chiefs of Police, administered (proctored) the test, then collected and returned the test to be scored. Any unused tests were returned for credit. Further information is required before any decision will be made.

Further discussion of our accepted standards for physical agility testing was held.

6 New Business

6.1 Review the Sunshine Act and the LT-CSC Approved Rules and Regulations. Mr. Weber asked that the new members fully review the Sunshine Act and our Rules and Regulations for the next meeting. Mr. Weber spoke to the importance of following the Sunshine Act, and the ease with which it can be violated, often inadvertently. Mr. Weber also discussed our meetings, including participating via telephone, zoom, what qualifies as a quorum, and cancelling meetings.

Public Participation

No members of the public participated.

Adjournment

Motion: Mr. Zimmel moved that the meeting be adjourned at 8:37 pm. Mr. Bubb seconded. Messrs. Zimmel, Bubb and Weber all voted in favor.

/s/Wm. Curtis Bubb

/s/Thomas P. Weber