

LEET TOWNSHIP CIVIL SERVICE COMMISSION

MEETING MINUTES

Regular Meeting of April 3, 2024

Members Present: Tom Weber, Chairman (via telephone); Martin Zimmel, Vice-Chairman; W. Curtis Bubb, Secretary; Robert Gulish, First Alternate

Member of the Public: None

1. Call to order

Mr. Weber called the meeting to order at 7:00 PM.

2. Pledge of Allegiance/ Roll Call

The Pledge of Allegiance was recited. All members were present.

3. Public Participation

There was no public participation.

4. Approval of the April 3, 2024, Regular Meeting Minutes

Mr. Weber asked if there were any corrections, additions, or deletions to the submitted minutes of the April 3, 2024 Regular Meeting. As there were none, Mr. Weber asked for a motion to approve those minutes.

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

5. Old Business

5.1. Police Staffing – Mr. Weber requested information via emails to Leet Township Board of Commissioners President Marty McDaniel and Chief Brian Jameson on any changes to current staffing and whether we should proceed with our new hire testing. Neither responded to those emails.

Mr. Zimmel reported the Leetsdale Chief of Police Vrable had advised Officer Celina Kelly to turn down Leet Township's request to re-interview for a part-time position until she has completed her 1-year probation with Leetsdale.

It was discussed that with Leet Twp. Part-time Officer Adams moved to full-time, and part-time Officer Lema taking some when available, so we should move forward with our plans to test for both part-time and full-time officers.

5.2. Newspaper Advertisement – As the flyer is not yet complete, it was decided to submit Mr. Weber’s written advertisement for publication in the Sunday, April 7, 2024 *Beaver County Times*. The flyer, when completed and approved, will be used for distribution to sources of candidates.

The pertinent dates are as follows:

April 20, 2024, will be the closure of the application process

May 7, 2024, will be the administration of the physical agility testing and written testing.

Mr. Weber will contact Bob Cifrulak to determine whether Allegheny County Police Academy cadets will be allowed to test and whether there is a room available for administering our written test at the academy.

5.3. New Language – Betsy has provided the updated document language and will insert that into a member’s spiral-bound copy of our rules and regulations.

6. New business

6.1. Motion to enter an Executive Session to discuss promotion of a part time officer to full time. Mr. Weber asked for such a motion. Mr. Bubb made the motion to enter into an executive session, Mr. Zimmel seconded that motion, and a roll call vote was taken. The motion passed unanimously.

Mr. Weber asked for a motion to go back on the record open to the public. The motion was made by Mr. Zimmel, seconded by Mr. Bubb. A roll call vote followed with all members voting in the affirmative.

6.2. Creation of eligibility list for promotion from part time to full time officer – Mr. Weber asked for a motion to place officer John Adams on the eligibility list for promotion to full time.

Mr. Zimmel made the motion, Mr. Bubb seconded the motion. A roll call vote was held and the motion to place part time Officer John Adams on the promotion list for full time officer carried unanimously.

6.3. Other new business - Mr. Bubb stated that he had communicated with PA state Rep. Valerie Gaydos and PA state Senator Devlin Robinson concerning issues with the physical agility testing required under the First-Class Township Code. Mr. Bubb also reported on the redundancy of physical agility testing. No response has been received as of yet.

7. Public Participation

No public in attendance

8. Adjournment

Mr. Weber asked for a motion to adjourn. That motion was made by Mr. Zimmer. Mr. Bubb seconded the motion. A voice vote was taken and all members voted in the affirmative. The meeting was adjourned at 7:42 PM.

/S/ W. Curtis Bubb

Secretary

/S/ Tom weber

Chairman