

**LEET TOWNSHIP CIVIL SERVICE COMMISSION**  
**MEETING MINUTES**

**Regular Meeting of May 1, 2024**

**Members Present:** Tom Weber, Chairman; Martin Zimmer, Vice-Chairman; W. Curtis Bubb, Secretary.

**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 voting members were present. First Alternate, Bob Gulish was absent.

**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. Weber moved to approve the minutes for the April 3, 2024 Regular Meeting of the LT-CSC as written. Seconded by Mr. Zimmer. 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. Review of Entry Level Testing and Applications for New Officers – The applications for new officers were not available for review at this time. Therefore, each of the voting members of the commission will review the applications individually, make any notes of items that need to be addressed on the envelope, and initial and date when review has been completed.

Mr. Zimmer reviewed the documents that need to be included in addition to the application as required by our Rules and Regulations.

5.2 Review of Preparations for Testing of New Officers on May 7, 2024 – Initially there was only one applicant, Mr. Phillip Januck, who is also testing for McCandless Township at the Allegheny County Police Academy. This does not present a problem as far as the Physical Agility testing is concerned.

A second application, from Mr. Kaden Cvitkovic, was also received before the closing of the application window and he is testing solely for Leet Township.

As both McCandless Township and Leet Township use the same Cooper 30% standard the Allegheny County Police Academy will issue separate score sheets to each township.

Both townships are using the Chiefs of Police test by Standard and Associates, though different versions (each version uses the same questions but in a different order). Mr. Weber will continue to discuss options with McCandless Township Chief of Police, Ryan Hawk.

Since both candidates must take the same test, our discussion left us with two options. The first being that both of our candidates will take the McCandless Township version of the written test, and the second option being that each candidate will have to take the version given by Leet Township with Mr. Januk taking each township's own version of the test.

Both Mr. weber and Mr. Zimmel will be in attendance for all testing.

#### **6. New Business**

There is no new business.

#### **7. Executive Session to Discuss Applications for Testing of New Officers**

As the applications are not available at this time, there is no need for an executive session.

#### **8. Public Participation**

There is no public participation.

#### **9. Adjournment**

Mr. Weber asked for a motion to adjourn. Mr. Zimmel made the motion to adjourn. Mr. Bubb seconded that motion. Mr. Weber called for a voice vote with all members voting in the affirmative. The meeting is adjourned at 7:40 PM.

/S/Thomas Weber

Chairman

/S/W. Curtis Bubb

Secretary