

A meeting of the Upper Pottsgrove Township Civil Service Commission was held on November 9, 2017. Roll call: members present were William Brogley, Martin Schreiber, Tyrone Parker and Alternate Sherry Paup. Also present were Manager Carol R. Lewis and Chief Francis Wheatley. The meeting was called to order at 6:04 pm by William Brogley.

Approval of Minutes – Motion by M. Schreiber seconded by T. Parker and unanimously carried to approve the minutes of July 18, 2017 as presented.

UNFINISHED BUSINESS:

- A. **Creation of New Eligibility List** – The Board reviewed the results of the oral exams. There were five (5) that passed their oral exams and their total. Motion by T. Parker seconded by M. Schreiber and unanimously carried to appoint Jim McGowan as the Polygraph Examiner once again. Motion by T. Parker seconded by M. Schreiber and unanimously carried to authorize notification of all five (5) candidates of their passing and to advise them to schedule their polygraph exam with Jim McGowan. Motion by M. Schreiber seconded by T. Parker and unanimously carried to authorize anyone who passes their polygraph to have their background check done.

NEW BUSINESS:

- A. The Board discussed current staffing levels. There are eight (8) officers including one (1) School Resource Officer and one (1) part time. They discussed the need to continually have a fresh hiring list due to the possibility of a disability or somebody being deployed. We are currently at the staffing level needed to function on a 24/7 basis.

The next meeting will be held on December 14, 2017 at 6:00 pm provided that all activities have been completed. The Manager will confirm with everyone the week before.

Motion by M. Schreiber seconded by T. Parker and unanimously carried to authorize participation in the consortium testing in 2018.

ADJOURNMENT – The Board adjourned at 6:25 pm by unanimous consent of the members present.

Respectfully Submitted,

Carol R. Lewis, Township Manager