

STRASBURG BOROUGH CIVIL SERVICE COMMISSION
January 3, 2022 – 6:30 P.M.
MINUTES

Members Present: H. Dale Spaulding, Chairman
John Imhof

Others Present: Nick Ferretti, Chief of Police

Call to Order: Dale Spaulding called the meeting to order at 6:30 p.m.

Public Comment: None

Reorganization:

A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to elect Dale Spaulding as Chairman.

A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to elect J. R. Johnson as Vice Chairman.

A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to elect John Imhof as Secretary.

A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to elect Kim Rubincam as Clerk.

Minutes: A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to approve the minutes of the December 13, 2021 meeting as printed.

Unfinished Business: None

New Business:

2021 Year-End Report to Council: A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to approve the Civil Service 2021 Year-End Report to Council as printed.

Other Business:

Legal Ad: A legal ad announcing the acceptance of applications for full-time police officer will run on January 5, 2022. Applications will be due January 14, 2022.

Public Comment: None

Adjournment: A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to adjourn the meeting at 6:45 p.m.

Respectfully submitted,

Kim Rubincam, Clerk

STRASBURG BOROUGH CIVIL SERVICE COMMISSION
February 7, 2022 – 7:00 p.m.
MINUTES

Members Present: H. Dale Spaulding, Chairman J.R. Johnson, Vice Chairman
John Imhof, Secretary (by phone)

Others Present: Nick Ferretti, Chief of Police

Call to Order: Dale Spaulding, Chairman, called the meeting to order at 7:00 p.m.

Public Comment: Chief Ferretti requested an amendment to that agenda, under New Business, to add that Civil Service consider a motion recommending Borough Council to instruct the Chief to make conditional offers of employment to two candidates on the list.

A motion was made by J.R. Johnson, and seconded by John Imhof, and passed unanimously to accept the amendment to the agenda.

Minutes of January 3, 2022: A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to approve the minutes of the January 3, 2022 meeting as printed.

Unfinished Business: None

New Business:

Certification of the Full-Time Police Officer Candidate List – A motion was made by John Imhof, seconded by J.R. Johnson, and passed unanimously to certify the list of full-time police officer candidates.

Conditional Offers of Employment - A motion was made by John Imhof, seconded by J.R. Johnson, and passed unanimously to recommend Borough Council instruct the Chief of Police to make conditional offers of employment to the top two candidates on the certified list.

Other Business: None

Public Comment: None

Adjournment: A motion was made by John Imhof, seconded by J.R. Johnson, and passed unanimously to adjourn the meeting at 7:15 p.m.

Respectfully Submitted,

Kimberly Rubincam, Clerk

March 7, 2022 – Meeting Canceled

April 4, 2022 – Meeting Canceled

May 2, 2022 – Meeting Canceled

June 6, 2022 – Meeting Canceled

STRASBURG BOROUGH CIVIL SERVICE COMMISSION
July 11, 2022 – 7:00 p.m.
MINUTES

Members Present: H. Dale Spaulding, Chairman John Imhof, Secretary

Others Present: Nick Ferretti, Chief of Police

Call to Order: Dale Spaulding, Chairman, called the meeting to order at 7:00 p.m.

Public Comment: None

Minutes of February 7, 2022: A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to approve the minutes of the February 7, 2022 meeting as printed.

Unfinished Business: None

New Business:

Officer Retirement – The upcoming retirement of Officer Jerald Drane was discussed.

Full-Time Police Officer Candidate List - A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to authorize Chief Ferretti to begin the process of creating an eligibility list for the position of full-time police officer, opening by the end of the year, from category 1. 2 or 3 from the Rules and Regulations of the Civil Service Commission from Strasburg Borough, Pennsylvania.

Legal Advertisement – A motion was made by John Imhof, Seconded by Dale Spaulding, and passed unanimously to approve a legal advertisement be run announcing the acceptance of applications for a full-time police officer position.

Examination Administrator Appointment – A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to appoint Chief Ferretti as the written and oral examination administrator for this application period.

Oral Interview Board – A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to approve the members of the oral review board, as chosen by Chief Ferretti, for the eligible full-time police officer candidates.

Other Business: None

Public Comment: None

Adjournment: A motion was made by John Imhof, seconded by Dale Spaulding, and passed unanimously to adjourn the meeting at 7:05 p.m.

Respectfully Submitted,

Kimberly Rubincam, Clerk

August 1, 2022 – Meeting Canceled

September 12, 2022 – Pending Approval

October 3, 2022 – Meeting Canceled

November 7, 2022 – Meeting Canceled

December 5, 2022 – Meeting Canceled