

STRASBURG BOROUGH CIVIL SERVICE COMMISSION

February 3, 2025 – 7:00 P.M.

MINUTES

Members Present: John Imhof, Chairman J. R. Johnson, Vice Chairman
David L. Carson, Secretary

Others Present: Nick Ferretti, Chief of Police

Call to Order: Chairman Imhof called the meeting to order at 7:00 p.m.

Public Comment: None

Minutes: A motion was made by Mr. Carson, seconded by Mr. Johnson, and passed to approve the minutes of the June 3, 2024, meeting as printed. Motion carried

Public Comment: None

Other Business: Discuss the upcoming retirement of Officer Klunk. Chief Ferretti reported to the Commission the Officer Klunk has scheduled his retirement for 7/31/2025

New Business:

Approval of 2024 Year-End Report.

A motion was made by Mr. Carson, Seconded by J.R. Johnson to approve the 2024 Year-End report as printed. Motion carried.

Full-time police officer candidate list.

A Motion was made by Mr. Carson, seconded by Mr. Johnson to authorize Chief Ferretti to begin the process of creating an eligibility list for the position of full-time police officer, from category 1, 2, or 3 from the Rules and Regulations of the Civil Service Commission of Strasburg Borough, Pennsylvania. Motion carried.

Legal Advertisement.

A motion was made by Mr. Carson, seconded by Mr. Johnson, 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 Mr. Carson, seconded by Mr. Johnson to appoint Chief Ferretti as the written and oral examination administrator for this application period. Motion carried.

Oral Interview Board.

A motion was made by Mr. Carson, seconded by Mr. Johnson, to approve the members of the oral interview board, as chosen by Chief Ferretti, for the eligible full-time police officer candidates. Motion carried.

Other Business: None

Public Comment: None

Adjournment: A motion was made by Mr. Johnson, seconded by Mr. Carson, and passed unanimously to adjourn the meeting at 7:25 p.m.

Respectfully submitted,
Kayla Garver, Clerk

STRASBURG BOROUGH CIVIL SERVICE COMMISSION

April 7, 2025 – 7:00 P.M.

MINUTES

Members Present: John Imhof, Chairman J. R. Johnson, Vice Chairman
David L. Carson, Secretary

Others Present: Nick Ferretti, Chief of Police
Matthew Neidinger Police Seargent

Call to Order: Chairman Imhof called the meeting to order at 7:10 p.m.

Public Comment: None

Minutes: A motion was made by Mr. Carson, seconded by Mr. Johnson, and passed to approve the minutes of the February 3, 2025, meeting as printed. Motion carried

Public Comment: None

Unfinished Business:

Advertisement for full-time police officer candidate:

Chief Ferretti reported that the advertisement was published in accordance with the Civil Service Rules and Regulations and that one (1) application was received.

Written test: Chief Ferretti reported that the written examination was administered on March 18, 2025, proctored by the chief, and a passing score was obtained by the candidate.

Oral Interview: Chief Ferretti reported that the oral portion of the testing process was conducted on March 18, 2025, by a three-member panel consisting of Sgt. Neidinger, Officer Remington and Officer Denlinger, all from our department, and a passing score was obtained.

New Business:

Certification of the full-time officer candidate list.

A motion was made by Mr. Carson, Seconded by J.R. Johnson to approve the the presented officer candidate list. Motion carried.

Conditional offer of employment.

A Motion was made by Mr. Johnson, seconded by Mr. Carson to recommend Borough Council instruct the chief of police to make a conditional offer of employment to the candidate on the certified list. Motion carried.

Other Business: None

Public Comment: None

Adjournment: A motion was made by Mr. Carson seconded by Mr. Johnson, and passed unanimously to adjourn the meeting at 7:23 p.m.

Respectfully submitted,

Kayla Garver, Clerk