

Forty Fort Civil Service Commission Minutes, April 10, 2024 @ Forty Fort Borough Building

Call meeting to order. 533pm.

Pledge of Allegiance.

Roll Call. Establish a quorum. Present – Chair Swaback, Vice Chair Michaels, Secretary Serafin, Alt Craig, Clerk Smith. Craig designated by Chair in lieu of Serafin (resigned, see below).

Today's meeting was advertised in the Citizen's Voice on 04/06/2024.

OLD BUSINESS:

Advertisement was placed for Full Time and Part Time police officers. No applications were received by the Commission.

Minutes from prior meeting were not ready to review/approval; Clerk was not at the prior meeting. Will be approved at next meeting.

NEW BUSINESS:

Discussion about several applications having been received by the borough but not turned over to the Commission and discussion about the turn-in process. Motion by Rob C, second by Rob S, for the Clerk to send a letter to council about this (after submitting draft letter to Commission to review); unanimous consent.

Discussion about re-advertising. Due to the reported mishandling of applications, motion by Rob C, second by Rob S, not to extend prior period but to advertise a new application period with a note that prior applicants should re-apply (after clerk first submits draft ad to Commission to review); unanimous consent.

Discuss Commission membership status of members serving in other appointed/elected positions. Serafin said he has accepted two other appointed positions, with the borough and with the county airport board. Serafin tendered his resignation to the Commission. Motion by Rob S to accept the resignation and for the Clerk to notify Council along with a request for Rob C to be appointed to the Commission in his place and request additional Alternates, second by Michaels, unanimous consent.

Discussion about having to re-visit and re-approve past actions of the Commission while Serafin was ineligible to serve as a member and the possibility of having to re-approve prior acts of the Commission. Serafin asked to notify the Clerk of when the appointments were effective, Serafin said he'd notify the Clerk. The Commission will consult with the Commission Solicitor once the dates are received.

Next meeting will be called by the Commission as needed.

Motion to adjourn at 553pm by Rob S, second by Rob C, unanimous consent.

Respectfully submitted,

Anthony M. Smith
Clerk, Civil Service Commission