



December 6th, 2024 MINUTES for the
REGULAR MEETING OF
THE CITY OF ALLENTOWN CIVIL SERVICE BOARD
5TH FLOOR CONFERENCE ROOM

Board Members in Attendance:

Walter Felton, Secretary
John S. Stribula Chairman
Maria Brace Board Member

Staff in Attendance:

Matt Eharth, Deputy Chief AFD
Adam Rosenthal, Assistant City Solicitor
J. Wesneski, APD
Erik Landis, APD
Christopher Mathews, APD
Steve Salloum, HR

Joshua Mazin, Board Solicitor
Hiba Khouri, Human Resources
Stephen Milkovits, APD
James Gress Assistant Police Chief

Absent: Alternate Board member Hailey and Blount.

Call to Order

The meeting was called to order at 9:04 a.m. by Chairman Stribula.

Roll Call

Secretary Felton called the Roll, and a quorum was present.

Minutes

Minutes of the previous regular meeting November 1st, 2024 were presented. **A motion was made by Brace, seconded by Felton to approve the minutes. Motion passed 3-0.**

Unfinished Business

Chairman Stribula reported on the unfinished business as it related to the Staggered Board member resolution that has been drafted and will be forwarded to all Councilpersons. Stribula additionally reported that the Secretary Ordinance proposal has also been drafted and will be forwarded to Council for resolution. The Email for the Board issue has been drafted by letter by Board member Brace and will also be forwarded to the Mayor. The Board has also received from Human Resources all records in its possession.

Human Resources Director

After inquiry by the Board, Hiba Khouri reported that there is at present no Human Resources Director, nor is there an interim Human Resources Director. The Court of Common Pleas issue has been withdrawn predicated on the tentative agreement that has been reached and signed by the City.

New Business

Police Department Report

Erik Landis of the APD reported that the Police Department candidate entrance examination has been posted, and the physical agility and written examination have been completed. 86 candidates applied, 46 candidates passed the physical agility. 45 of those 46 candidates attended the written examination and 39 passed the written examination. Landis presented the eligibility list for approval. **A motion was made by Brace, seconded by Felton to approve the eligibility list. Motion carried (3-0).**

Fire Department Report

Deputy Chief Matt Eharth and Human Resources presented 4 eligibility lists for approval: Battalion Chief, Captain of Public Affairs, Fire Captain of Suppression and Fire Marshall Eligibility List. **There was a motion made by Felton, seconded by Brace to approve en bloc the four promotional eligibility lists. Motion carried (3-0).**

Deputy Chief Eharth and H.R. submitted three Fire promotions for approval:

Michael Pychinka-Captain of Public Affairs

Joseph Kemmerer-Lieutenant

Paul Dannecker – Fire Marshall

All promotions to be effective on December 7th, 2024.

There was a motion made by Felton, seconded by Brace to approve the three promotions. Motion carried (3-0).

Adjournment

With no other business before the Board, there was motion made to adjourn by Felton, seconded by Brace and passed (3-0).

Meeting adjourned 9:29 A.M.

Next Meeting Details

The next meeting is scheduled for 9:00 A.M., Friday, January 3rd, 2025, in the 5th Floor Conference Room, City Hall, located at 435 Hamilton Street, Allentown, PA, 18101.

Submitted,

Walter Felton, Secretary