



DALLAS BOROUGH
www.dallasborough.org

**DALLAS BOROUGH
CIVIL SERVICE COMMISSION
SEPTEMBER 29, 2025
AGENDA**

ROLL CALL:

- Lee Eckert Jr. _____
- William Barnes _____
- Claire Rupp _____
- Nancy Edgerton (alt) _____
- Todd Buckley (alt) _____
- Solicitor Jeffrey Malak _____

APPROVAL OF MINUTES AS DISTRIBUTED:

Approval of Minutes from the Civil Service Commission meeting held September 8, 2025.

Motion: _____ Second: _____
Roll Call: _____

NEW BUSINESS:

- Discussion of applications received by September 22, 2025.
 - Motion of the Dallas Borough Civil Service Commission to acknowledge and accept applications received by September 22, 2025 from applicants Alvarado, Andrews, Barrow, DeJesus, Orzechowski, Peterson, and Snell.

Motion: _____ Second: _____
Roll Call: _____

- Discussion of the candidate scores received for the Written Exam conducted on September 26, 2025 at 9:00 am proctored by Chief Curtis. The written portion of the exam is graded on a 100 point scale with a score of 70% or higher necessary to pass. The written exam is 60% of the total exam score.

- o Motion of the Dallas Borough Civil Service Commission to acknowledge Written Exam scores for the five (5) applicant that tested.

Barrow	94%	passed
Andrews	89%	passed
Orzechowski	83%	passed
Bradley	83%	passed
DeJesus	77%	passed

Motion: _____ Second: _____
 Roll Call: _____

- Acknowledge applicants passed Physical Agility Testing.
 - o Motion of the Dallas Borough Civil Service Commission to acknowledge candidates Barrow, Andrews, Orzechowski, Bradley and DeJesus passed the Physical Agility Exam conducted on September 26, 2025 at 12:00 pm.

Motion: _____ Second: _____
 Roll Call: _____

- Oral exam is scheduled for _____ at _____ pm in Council Chambers at the Dallas Borough Building. Oral exam is graded on 100 point scale with a score of 70% or higher necessary to pass. The Oral Exam is 40% of the total exam score. Applicant must be sent their test results within 30 days of oral and overall scores, if passing then advised of next steps. Applicant to be questioned on how he/she would handle situations relevant to police work.

- o Motion of the Dallas Borough Civil Service Commission to appoint the following individuals to the Oral Examination Panel to be conducted on _____ commencing at _____ pm:

- o Police Chief Mark Liparela, Lehman Township
- o Police Chief Rich Kotchik, Kingston Borough
- o Police Chief Gerald Williams, Jackson Township

Motion: _____ Second: _____
 Roll Call: _____

- Veteran /Soldier status is applicable. Two of the candidates (Andrews / Snell) have Veteran/Soldier status. If applicant passed the written and oral exams, a qualified veteran/soldier shall receive 10 points on top of the combined, weighted written and oral exams.

- Polygraph Exam was identified as optional in the Civil Service Manual.

- o Motion of the Dallas Borough Civil Service Commission to waive the Polygraph Examination Portion of this Civil Service Procedure for the current hiring cycle.

Motion: _____ Second: _____
 Roll Call: _____

- Following completion and scoring of the Oral Exam, Dallas Borough Civil Service Commission will need to meet for Creation of Eligibility List and to certify the list for presentation to Dallas Borough Council.

PUBLIC COMMENTS:

- Please state your name and address for the meeting record.
- Public comments are limited to five minutes per person.
- Please do not repeat comments/ questions that have already been stated.

FURTHER BUSINESS:**SCHEDULE NEXT MEETING:****ADJOURN:**