

Civil Service Commission Meeting, Borough of Souderton

Date: April 16, 2026

Call to Order:

The April 16, 2026 meeting of the Civil Service Commission was called to order at 6:00 PM by Commission Chair Michael Pipe.

Commission members present:

Michael Pipe, Chair  
Richard Gruss, Vice Chair  
Tammy Dagostino, Secretary  
Timothy Boyle, Alternate

Also in attendance:

David Keightly, Commission Solicitor (Grim, Biehn & Thatcher)  
Sara Jarrett-Eaton, Souderton Borough Manager/Secretary  
Sergeant Jeffrey C. Lukens, Souderton Borough Police Department

Approval of minutes from April 2, 2026 meeting:

A motion to approve the minutes of the April 2, 2026 meeting was made by Commissioner Gruss and seconded by Commissioner Dagostino. The motion was approved unanimously.

Public comment:

No comments.

Adoption of updated rules and regulations:

The updated Rules and Regulations were contained in Resolution 2026-CSC-01: A Resolution of the Civil Service Commission of Souderton Borough Recommending that the Souderton Borough Council Approve Amendments to the Civil Service Rules and Regulations and Recommending an Immediate Effective Date for Said Amendments.

Commission Solicitor David Keightly presented the changes that were made to the proposed Rules and Regulations that were submitted for his review. Borough Manager Jarrett-Eaton pointed out changes that were required in Section 5.5, Appointment of Chief of Police; it was agreed that these changes were appropriate. A motion to approve Resolution 2026-CSC-01 with the agreed upon changes in Section 5.5 was made by Commissioner Dagostino and seconded by Commissioner Gruss. The motion was approved unanimously.

Setting of Date for Next Meeting:

There being no further business before the commission, it was agreed that the next meeting would be scheduled upon notification that there was an Eligibility List ready for review and certification by the commission.

Adjournment:

A motion to adjourn was made by Commissioner Dagostino and seconded by Commissioner Gruss; the meeting was adjourned at 6:21 PM without objection.

Respectfully submitted by Michael Pipe