

Souderton Borough Civil Service Commission

Meeting Minutes

May 26, 2026 (1800 hours)

Attendance

- Richard Gruss, Vice Chair
- Tammy Dagostino, Secretary
- Timothy Boyle, Alternate
- Michael Pipe, Commission Chair was absent with prior notice

Present:

- Chief Jeffrey O'Brien, Souderton Borough Police Department
- Sara Jarrett-Eaton, Borough Manager
- David Keightly Jr., Esquire, Civil Service Commission Solicitor

Call to Order

The meeting was called to order at 1821 hours.

Approval of Previous Minutes

The minutes of the April 16, 2026, meeting were approved upon motion by Tammy Dagostino and a second by Timothy Boyle at 1824 hours. The motion carried unanimously.

Public Comment

No public comment was received.

New Business

Chief Jeffrey O'Brien delivered a presentation regarding the upcoming hiring process.

- Recruitment efforts are under way through three traffic message boards, presentations at the Montgomery County, Delaware County, and Temple Police Academies, promotion at 3rd Friday, the Chiefs of Police website, and planned media outreach.
- The Plymouth Township Police Department shared its recent hiring list, which included approximately 150 prospective candidates interested in police careers.

- The commission reviewed emailed questions submitted by Chairperson Pipe, which reflected the same information contained in the solicitor's response email.
- Upcoming dates for the hiring process have been confirmed. See attached schedule.

Upon a motion by Timothy Boyle and a second by Tammy Dagostino, the commission approved the purchase of testing materials from Industrial/Organizational Solutions (IOS) at 1856 hours. The motion carried unanimously.

Upon a motion by Tammy Dagostino and a second by Timothy Boyle, the commission approved the Legal Notice for the written examination at 1902 hours. The motion carried unanimously.

Adjournment

Upon a motion by Richard Gruss and a second by Tammy Dagostino, the meeting was adjourned at 1903 hours. The motion carried unanimously.