

**JOSEPH T. LANE**

*Council President*

**REBECCA A.  
DESANTIS-RANDALL**

*Borough Manager*



**DAVID T. AICHELE**

*Mayor*

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**Civil Service Commission  
Chair Melissa Ostrowski  
August 18, 2025  
Minutes**

**Call To Order**

6:00pm Melissa Ostrowski called meeting to order.

**Members Present**

Melissa Ostrowski, Tony Hightower, Mary Lyons, Judy Anttonen

**Guests Present**

Mayor Dave Aichele

**Approval of Minutes**

Anttonen made a motion to approve July 12, 2025, meeting minutes, Hightower seconded. All vote yes.

**Old Business**

Ostrowski presented the results of the executive session held at the July 21<sup>st</sup> Civil Service Commission meeting, stating that the Commission held an executive session at the beginning of the July 21<sup>st</sup> meeting to provide candidate Carly Holtzman an opportunity to discuss results of a required examination where she was not recommended for the position of Millersville Borough Police Officer, per the Civil Service Rules and Regulations. The Commission determined that no further action is needed at this time.

Ostrowski informed Commission members that letters were sent to the disqualified candidates, per the July 21 Commission vote, and noted that two viable candidates remain in the application process for open positions.

**New Business**

The Commission discussed the National Night Out (NNO) event that was held on August 6, 2025. The following observations and suggestions were noted and are recorded for consideration in planning next year's event.

- Some attendees asked for help in finding a trash can. Consider placing trash cans in additional locations throughout the venue.
- Use of a PA system will help attendees hear announcements during the prize drawing. Using a police cruiser's announcing system will improve volume and will be entertaining for attendees.
- Additional communication is needed to ensure vendors do not park in the Post Office parking lot.
- Some participants recommended consideration for use of the Millersville Borough Park for future NNO events.
- Attendees provided positive feedback on golf cart transportation to parking areas.

- Some attendees recommended making seating available for visitors during the event. The Commission discussed this recommendation, noting that some attendees are present for the entire duration of the event.
- Commission members discussed the positive impact of shutting down the event around 7:40pm to hold the prize drawing, noting that vendors were able to pack up during the drawing.
- Commission members discussed adequacy of food options. A pretzel truck may be a positive addition to food offerings for next year.
- Chief Anders of the Millersville University Police Department provided positive feedback, noting that MUPD will make the Millersville Borough event their primary location next year.
- Not all vendors followed unloading/loading instructions. The Commission discussed the use of additional volunteers at entrances/exits and throughout the venue to ensure vendors follow guidance and traffic flows in a single direction.

## **Adjournment**

Lyons motioned to adjourn meeting at 6:55pm. Hightower seconds. All vote yes.

Meeting adjourned at 6:55pm.