

JOSEPH T. LANE
Council President

**REBECCA A.
DESANTIS-RANDALL**
Borough Manager



100 Municipal Drive
Millersville, PA 17551
www.millersvilleborough.org

DAVID T. AICHELE
Mayor

COMMITTEE MINUTES

COMMITTEE: Personnel Advisory Committee

PLACE: Millersville Borough Public Meeting Room

DATE: 4/10/24 **TIME:** 6:00 PM **CHAIRPERSON:** Darlene Eager

MEMBERS PRESENT: Darlene Eager

OTHERS PRESENT: Mayor David Aichele, Chief Jeff Margevich, Rebecca DeSantis-Randall

CALL TO ORDER: Meeting was called to order at 6:00 PM

COUNCIL ACTION ITEMS:

1. Discussion of change of Duties and Responsibilities for Police Secretary 1 and Police Secretary 2
 - Several suggestions with minor changes to Police Secretary 1 and Police Secretary 2 Duties and Responsibilities were discussed.
 - At this time, we are waiting for the paperwork from the current Police Secretary 2 announcing retirement and giving a specific date.
 - Rebecca will send the changes discussed onto the Union for review.
 - As soon as we have a specific date of retirement, we will move forward with the posting of Police Secretary 2 in order to find replacement in a timely manner.

UNFINISHED BUSINESS

NEW BUSINESS

OLD BUSINESS

ADJOURNMENT: Meeting adjourned at 6:25 PM