

A meeting of the Towanda Borough Police Civil Service Commission was held on September 14, 2016 in the Council Room of the Municipal Building located at 724 Main St, Towanda PA. The meeting was called to order at 11:05 a.m. by Commissioner Ryan Eberlin.

Present were Commissioners Mark Henery, and Ryan Eberlin; Police Chief David Lantz.

Minutes

The minutes of the August 19, 2026 meeting were approved upon a motion by Commissioner Mark Henery, seconded by Commissioner Ryan Eberlin. Motion passed to approve the minutes.

New Business

Review of Applications Received & Testing Schedule

Chief David Lantz presented the applications of the five applicants who applied to the Patrol Officer Applicant Pool advertisement. Chief Lantz noted that recruitment remains a priority due to the upcoming January academy enrollment. The group discussed the qualifications and prior police related employment of several of the candidates with Chief Lantz discussing the necessity of rigorous background investigations and police academy graduation as conditions for employment with the Towanda Borough Police Department.

Following discussion, the commission established the two-stage testing schedule dates to ensure efficiency and manage costs. The physical agility test is scheduled for September 26, 2026 at 9:00 a.m. at the facilities of the Towanda Area High School, involving a 300-meter run, sit-ups, push-ups, and 200-meter swim. Chief Lantz will coordinate with Mr. Jack Young, Athletics Director regarding facility availability and a certified lifeguard for the swim portion.

The written and oral exams will occur on October 3, 2026 at 9:00 a.m. at the Towanda Area High School in a room to be determined. Chief Lantz will coordinate with the school and assemble an interview board. Commissioner Henery will make contact with Mrs. Jene Conklin to serve as the proctor for the written exam.

Secretary Laurie McGuire will notify each applicant in writing of the scheduled physical agility test and the requirement to come prepared in proper attire for running and swimming. The physical test is a pass or fail; those candidates who pass the physical agility testing will then be notified in writing of the scheduled written and oral exams.

Following tests, results will be calculated for review and discussion at the next meeting of the Civil Service Commission. Chief Lantz and Sergeant Bryan Bellows will work on the background investigations. Conditional offer of employment can be made based on background checks and academy graduation.

Old Business

Chief Lantz mentioned possibly removing the swimming from the physical agility testing as had been discussed in the past; following a brief discussion, it was decided to keep the swim requirement in the physical agility testing.

Next Meeting

The next meeting of the Commission shall be on Wednesday, October 7, 2026 at 11:00 a.m.

Adjournment

With no further discussion, meeting adjourned at 12:00 p.m.

Respectfully submitted,

Laurie L. McGuire

Recording Secretary