

Mercersburg Borough Personnel Committee
Borough Hall, Mercersburg, PA 17236
March 17, 2025
7:00 PM
AGENDA

- I. CALL TO ORDER
- II. ENTER INTO EXECUTIVE SESSION FOR PERSONNEL MATTERS WITH ACTION TO BE TAKEN
- III. RESUME PUBLIC SESSION / PUBLIC COMMENT
- IV. MEETING NOTES
 - A. Copy of previous meeting notes from November 18, 2024 provided
- V. OLD BUSINESS
 - A. Update on office staff's Quickbooks training
 - B. Update on PWD CDL training
- VI. NEW BUSINESS
 - A. To authorize the Borough Manager to hire a PWD employee
 - B. To review overtime report
 - C. To review and discuss emergency phone call responses / time
 - D. To provide an update on staff training and attendance at the Pennsylvania Association of Boroughs Conference
 - E. To consider appointing an Assistant Borough Secretary/Assistant Borough Treasurer
- VII. CALENDAR
 - A. The next meeting is scheduled for April 21, 2025, at 7:00 PM

*****All guests in chronological order per request*****