

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on May 28, 2013**

- 1) John O. Yoder, III called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022. John O. Yoder, III led the pledge of allegiance.
- 2) Roll Call: Present – John O. Yoder, III, Deb E. Dupler, Nancy Z. Garber, Charles G. Bailey, Jr. and Roger M. Snyder. Absent: None.
- 3) Public Comment: None.
- 4) Consent Calendar:
 - a. Approval and ratification of the minutes of the April 23, 2013 meeting.
 - b. Accept and ratify 1) the Treasurer's Report for the period of April 1, 2013 through April 30, 2013, subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
 - c. Approve payment of all bills via Bill List #9-2013 in the amount of \$ 21,802.37; Bill List #10-2013 in the amount of \$ 42,420.27; Bill List #11-2013 in the amount of \$30,527.70; and ratify payment of all payrolls for the period of April 20, 2013 through May 17, 2013, inclusive, in the amount of \$97,146.68, which represents two (2) pay periods.

A motion was made by Nancy Z. Garber and seconded by Charles G. Bailey, Jr. to approve the Consent Calendar as written. All members voted in favor of the motion.

5) NRLCPD Operations:

Discussion on and, if appropriate, motion to take action relative to the following:

- Computer System – Chief Mayberry stated that he had met with five IT companies. The cost breakdowns for each one was included in the information given to the Board. Chief Mayberry recommended Mike Bridgehouse with Bridgehouse PC and Network Services stating that Mr. Bridgehouse lives in the Township, has worked with the Department on a number of occasions and charges a flat hourly rate. He has recommended purchasing 18 personal computers for the station. Mr. Yoder asked how Mr. Bridgehouse would be available if there was an emergency. Chief Mayberry noted that Mr. Bridgehouse has another person working with him who could cover when he was unavailable. Mr. Yoder questioned the time delay in purchasing the computers over a number of years and how that would affect performance and updates. Mr. Yoder indicated he would like more information on how Mr. Bridgehouse would structure pricing if all computers were purchased at once and how many hours he would expect set-up and software support each month over the upcoming year would entail. Mr. Yoder stated he would also be interested in knowing what LAM Computers would charge if all computers were purchased at one time.

6) Advisements:

- Officer Charles A. Tobias and Officer Harry R. Cleland, Jr. completed a two week training course through the Pennsylvania State Police on Crime Scene Processing. In the near future they will be completing their certification to become members of the Lancaster County Forensic Team.
- Officer Charles A. Tobias will be receiving a DUI Top Gun Award on June 17, 2013 at the Lancaster County Training Center. Chief Mayberry noted this is the second time Officer Tobias has received this award.

- Officer Michael R. Bryant will be receiving a Certificate of Recognition on June 4, 2013 from the National Highway Traffic Safety Administration for his work during the Aggressive Driving and Buckle Up Program.
- Officer Kenneth M. Henry's temporary Detective assignment is complete and Officer Frank H. Ember, Jr. is now assigned the role of acting Detective.
- Letters of Commendation were presented to Officer Michael Lyons and Officer Dustin Ryan of the Elizabethtown Borough Police Department for their work in solving a robbery incident on March 29, 2013 at the Turkey Hill Store, 998 North Hanover Street, Elizabethtown, PA.
- Officer Kenneth M. Henry was presented the Officer of the Year award from the Northwest Regional Police Association.

7) Correspondence:

- a. Calls for Service – April 2013.
- b. Police Activity Report – April 2013.
- c. Overtime Report – April 2013.
- d. Police Cruiser Mileage Chart – April 2013.
- e. Letter dated May 20, 2013 from Elizabethtown Regional Sewer Authority.

8) Other Business: None.

9) Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on June 25, 2013, beginning at 7:00 P.M, at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022.

10) Adjournment:

A motion was made by Deb E. Dupler and seconded by Charles G. Bailey, Jr. to adjourn the meeting at 7:20 P.M. to retire to Executive Session. All members voted in favor of the motion.

Respectfully submitted,

Richard E. Forry
 Secretary/Treasurer
 Northwest Regional Lancaster
 County Police Commission