

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on June 25, 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, Charles G. Bailey, Jr. and Roger M. Snyder. Absent: Nancy Z. Garber.
- 3) Public Comment: None.
- 4) Consent Calendar:
  - a. Approval and ratification of the minutes of the May 28, 2013 meeting.
  - b. Accept and ratify 1) the Treasurer's Report for the period of May 1, 2013 through May 31, 2013, subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
  - c. Approve payment of all bills via Bill List #12-2013 in the amount of \$ 9,756.15; Bill List #13-2013 in the amount of \$ 47,574.35; and ratify payment of all payrolls for the period of May 18, 2013 through June 14, 2013, inclusive, in the amount of \$90,416.91, which represents two (2) pay periods.
  - d. Approve, ratify and confirm the change in employment status of Ali Boutorabi from full-time probationary patrolman to part-time patrolman, effective June 9, 2013. Mr. Boutorabi will be compensated at the rate of \$19.73 per hour.

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

- 5) Purchase of Computers:
  - a) Motion to approve, ratify and confirm the purchase of two PC computers via the Chief of Police to replace two existing computers which have become nonfunctional and unserviceable.

A motion was made by Roger M. Snyder and seconded by Deb E. Dupler to approve the purchase of two PC computers to replace two existing nonfunctional computers. All members voted in favor of the motion.

- b) Motion to approve, ratify and confirm the purchase of four laptop computers from the Ephrata Borough Police Department for the total amount of \$6,000.00. Chief Mayberry stated these computers will be used in the cruisers.

A motion was made by Deb E. Dupler and seconded by Charles G. Bailey, Jr. to approve the purchase of four laptop computers in the amount of \$6,000.00 from the Ephrata Borough Police Department. All members voted in favor of the motion.

- 6) NRLCPD Operations:

Chief Mayberry recommended using Mike Bridghouse for IT purposes. Chief Mayberry stated he contacted Mr. Bridgehouse for clarification on the time necessary to set up computers. Mr. Bridgehouse indicated it would take approximately one and a half to two hours per computer to set up once they have been imaged by LAN computers. Mr. Bridgehouse noted that once the computers are running smoothly, support would only be needed once every couple of months. LAN computers recommended an I-5 computer over an I-3. Chief Mayberry stated

the station currently has 18 computers and recommended as computers break down, they not be replaced as the Officers can share computers. Chief Mayberry requested approval to purchase an additional 7 computers for a total of 9. Mr. Yoder asked if the server had been replaced lately. Chief Mayberry stated Mr. Bridgehouse had recommended increasing memory but felt that the server would be adequate for several more years.

A motion was made by Deb E. Dupler and seconded by Charles G. Bailey, Jr. to authorize the use of Mike Bridgehouse as IT support for NRLCPD's and to authorize the purchase of 7 computers. All members voted in favor of the motion.

7) Hiring of Full-Time Police Officer:

Motion to approve, ratify and confirm the hiring of Kristopher N.W. Hart as a full-time probationary patrolman, effective June 3, 2013. Mr. Hart will be compensated at the rate of \$26.17 per hour and will serve a one-year probationary period which will expire on June 3, 2014.

A motion was made by Deb E. Dupler and seconded by Charles G. Bailey, Jr. to approve the hiring of Kristopher N.W. Hart as a full-time probationary patrolman, effective June 3, 2013 to be compensated at the rate of \$26.17 per hour and serve a one-year probationary period which will expire on June 3, 2014. All members voted in favor of the motion.

8) Presentation of Letters of Appreciation:

Chief Mark E. Mayberry presented Letters of Appreciation to Paul D. Rettew, Commander of American Legion Post 329 and Gerald L. Freeman, Commander of the Sons of the American Legion – Elizabethtown. The Elizabethtown American Legion Post 329 donated \$1,500.00 toward the purchase of the new Glock duty pistols.

9) Advisements:

Chief Mark E. Mayberry, Lieutenant Carl D. Steinhart and Officer Harry R. Cleland, Jr. completed a one week Tactical Shooting training course through the National Rifle Association. The NRLCPD hosted the training which allowed two (2) of our officers to attend the training free of charge.

10) Correspondence:

- a. Calls for Service – May 2013.
- b. Police Activity Report – May 2013.
- c. Overtime Report – May 2013.
- d. Police Cruiser Mileage Chart – May 2013.

11) Other Business: None.

12) Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on July 23, 2013, beginning at 7:00 P.M, at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022.

13) Adjournment:

A motion was made by Roger M. Snyder and seconded by Charles G. Bailey, Jr. to adjourn the meeting at 7:20 P.M. All members voted in favor of the motion.

Respectfully submitted,

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