

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on January 27, 2015**

- 1) Debra E. Dupler called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022. Debra E. Dupler led the pledge of allegiance.
- 2) Roll Call: Present – Debra E. Dupler, Lisa S. Heilner, Ralph F. Horne, Douglas A. Hottenstein and John O. Yoder, III. Absent: None.
- 3) Organize for Year 2015:

A motion was made by John O. Yoder, III and seconded by Lisa S. Heilner to appoint Ralph F. Horne as Chair. All members voted in favor of the motion.

A motion was made by Lisa S. Heilner and seconded by John O. Yoder, III to appoint Debra E. Dupler as Vice Chair. All members voted in favor of the motion.

A motion was made by Debra E. Dupler and seconded by John O. Yoder, III to appoint Richard E. Forry as Secretary/Treasurer. All members voted in favor of the motion.
- 4) Public Comment: None.
- 5) The NRLCPC held an Executive Session immediately preceding tonight's meeting to discuss personnel issues. Any official action to be taken based upon discussion held during the Executive Session will occur at an open public meeting.
- 6) Consent Calendar:
 - a. Approval and ratification of the minutes of the December 16, 2014 meeting.
 - b. Accept and ratify 1) the Treasurer's Report for the period of December 1, 2014 through December 31, 2014, subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
 - c. Approve payment of all bills via Bill List #25-2014 in the amount of \$ 28,482.76; Bill List #26-2014 in the amount of \$ 21,666.92; and Bill List #1-2015 in the amount of \$ 25,495.48; and ratify payment of all payrolls for the period of December 13, 2014 through January 23, 2015, inclusive, in the amount of \$ 170,092.60, which represents three (3) pay periods.
 - d. Approve, ratify and confirm the Commission Secretary/Treasurer's rate of compensation for calendar year 2015, as included in the approved and adopted NRLCPC 2015 operating budget.
 - e. Calendar Year 2014 Audit: Authorize the Chair of the NRLCPC to sign the engagement letter from White, Rudy & Company LLP dated December 2, 2014 whereby the scope of the annual audit to be performed of the calendar year 2014 records is set forth.

A motion was made by Debra E. Dupler and seconded by Lisa S. Heilner to approve items a. through e. of the Consent Calendar as presented. All other members voted in favor of the motion.
- 7) Purchase of New Car Computers:

Chief Mark Mayberry indicated that quotes had been given to the Commission for in-car computers. The current computers in the car have been in since 2006 and are running off Windows XP and are no longer able to be updated. The new version of computer will allow Officers to do their reports in the cars and link into the network at the station. Ms. Debra Dupler asked how many computers are currently in use. Chief Mayberry noted that 6 cars are on patrol and is requesting 4 computers. The 2 new cars are already outfitted with the new computer operating system.

A motion was made by Debra E. Dupler and seconded by John O. Yoder, III to authorize the purchase of 4 car computers as per Chief Mark E. Mayberry's recommendation on the 911 Rapid Response quote. All other members voted in favor of the motion.

8) Hiring of Full-Time Police Officer:

Discussion on and, if appropriate, motion to take action relative to the hiring of Seth Arnold as a full-time officer of the NRLCPD. [This is to fill the position vacated with the retirement of Officer Bryan J. Ressler].

A motion was made by John O. Yoder, III and seconded by Debra E. Dupler to hire Seth Arnold as a full-time officer of the NRLCPD. All other members voted in favor of the motion.

9) Recognition of Officer Bryan J. Ressler – RETIRED:

Chief Mayberry stated that Officer Ressler served 25 years at Northwest Regional Police Department. Officer Ressler started his career in Marietta Borough and joined Mount Joy Township in 1990 which regionalized in 2003. Chief Mayberry stated he was honored to serve with Officer Ressler and considered him a great mentor and partner in the department. Chief Mayberry stated Officer Ressler served the community with honor, dignity, and professionalism. Representative Dave Hickernell was in attendance to present a citation from the House of Representatives to Officer Bryan J. Ressler in recognition of his exemplary service as a Seabee in the United States Navy, service at the York County Prison, and the Police Departments of Marietta Borough and Mount Joy Township which has regionalized as the Northwest Regional Police Department. Officer Ressler also served as a Police K-9 Officer with the Lancaster County Drug Task Force from 2005 to 2010. Representative Hickernell thanked all the Officers and their family members for all they do to protect us and serve the community.

10) Police Department Facilities:

Chief Mayberry indicated there was a meeting at the Mount Joy Township Board of Supervisors meeting and prior to that the architects brought the latest architectural drawing which is posted in the hall for anyone to view. The next meeting will be held prior to the next Mount Joy Township meeting. Ms. Debra Dupler explained that the Police Commission and Mount Joy Township have been meeting jointly and the next meeting would be 5:30 on the 3rd Monday of February.

11) Advisements:

- Office Michael R. Bryant completed a 4-day Standardized Field Sobriety Maneuver Instructor Certification Course.
- Lieutenant Carl D. Steinhart completed a 4-day Forensic Crime Scene Processing Training.
- Officer Kristopher N.W. Hart and Officer Tyler R. Seidel completed a 2-day Advanced Roadside Impaired Driving Enforcement Training (ARIDE).

12) Correspondence:

- a. Calls for Service – December 2014.
- b. Police Activity Report – December 2014.
- c. Overtime Report – December 2014.
- d. Police Cruiser Mileage Chart – December 2014.

13) Other Business:

- 14) Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on Tuesday, February 24, 2015, beginning at 7:00 P.M, at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022.

15) Adjournment:

A motion was made by Debra E. Dupler and seconded by John O. Yoder, III to adjourn the meeting at 7:18 P.M. All members voted in favor of the motion.

Respectfully submitted,

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