

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on October 25, 2016**

- 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 – John O. Yoder, III; Lisa S. Heilner; Debra E. Dupler; Douglas A. Hottenstein and Gerald G. Cole.
- 3) Public Comment: None.
- 4) Consent Calendar:
 - a. Approval and ratification of the minutes of the September 27, 2016 meeting.
 - b. Accept and ratify 1) the Treasurer's Report for the period of September 1, 2016 through September 30, 2016 subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
 - c. Approve payment of all bills via Bill List #/20-2016 in the amount of \$ 385,899.20; Bill List #21-2016 in the amount of \$ 33,955.79; and ratify payment of all payrolls for the period of September 17, 2016 through October 14, 2016, inclusive, in the amount of \$ 109,025.41, which represents two (2) pay periods.
 - d. NRLCPC Police Pension Plan/Fund: Adopt Resolution No. 1-2016 whereby police officers of the NRLCPD hired prior to January 1, 2014 are not required to financially contribute to the NRLCPC Police Pension Plan/Fund and those police officers hired after January 1, 2014 are required to contribute 2.25% of their gross wages into the Police Pension Plan/Fund for calendar year 2017.

A motion was made by Gerald G. Cole and seconded by John O. Yoder, III to approve items a. through d. of the Consent Calendar as presented. All other members voted in favor of the motion.

- 5) Investment Up-Date – Police Pension Plan – Morgan Stanley:

Bruce W. Debord, CFP, was in attendance to give an update on the investment of NRLCPC's Police Pension funds. Mr. Debord noted the portfolio has been managed well and captured very little risk. There was a withdrawal of \$100,000 to make pension payments.
- 6) Sons of the American Legion Conewago Post 329:

Gerald L. Freeman, Commander, w representing the Sons of the American Legion 329 was in attendance to present Chief Mayberry \$700.00 to the NRLCPC towards the cost of the taser being purchased. Council expressed their appreciation to Commander Freeman.
- 7) Purchase of Patrol Rifle:

Chief Mark Mayberry informed Council that Officer Hart is on the County SERT Team and requested a patrol rifle for Officer Hart to use while on the SERT Team. The total cost would be \$740.

A motion was made by Gerald G. Cole and seconded by John O. Yoder, III to approve the purchase of a patrol rifle in the amount of \$740.00. All other members voted in favor of the motion.
- 8) No-Shave November:

Chief Mark Mayberry stated some officers would like to participate in "No-Shave November" with any and all proceeds received during the event being donated to the Elizabethtown Food Bank. Information will be available on the Facebook page and a press release will be done.

9) 2017 Budget:

Mr. Richard Forry noted Coventry, who is the current healthcare provider for the NRLCPC, was bought out by Aetna who supplied a similar healthcare policy with a cost increase of 16.26%. Capital Blue Cross provided a similar policy at 6.2%. The copays with Capital Blue Cross are less than with Coventry. The current \$2,000 deductible remains the same. The budget reflects one new hire as of January 2017 and the promotion of an officer to Sergeant. Mr. Forry indicated he is transferring funds from the General Fund to cover capital outlays so the funds in the Capital Reserve Fund can be retained for items needed for the move to the new facility.

- a. Request for approval of the appropriation of \$30,000.00 to be transferred to and placed in the NRLCPC Capital Reserve Fund during Year 2017.
- b. Request for approval of the appropriation of \$62,400.00 to be transferred to and placed in the NRLCPC Accrued Compensated Absences Fund during Year 2017.
- c. Request for approval of the proposed municipal funding percentage of the NRLCPC Year 2017 Budget as contained therein.
- d. Request for approval to take action relative to the proposed NRLCPC Year 2017 Budget.

A motion was made by Lisa S. Heilner and seconded by Gerald G. Cole to approve items a. through d. as presented. All other members voted in favor of the motion.

10) Police Department Facilities:

Ms. Lisa Heilner indicated the exterior walls have been reconstructed with the doors and windows being installed this week. The roofers are currently making repairs to the roof decking and replacing the roof surface. Interior framing is underway to define spaces and offices and will be looking to get proposals from furniture vendors soon. Ms. Debra Dupler stated if anyone wants to have a tour of the building, contact Justin and he can arrange it. Ms. Dupler mentioned that some issues had arisen with asbestos removal. Mr. Gerald Cole noted that some plumbing pipes had asbestos which had not been found before.

11) Advisements:

- The new Dodge police cruiser has arrived and is currently at Wolf Pack getting decals put on and is scheduled for 911 Rapid Response in November 2016.
- The NRLCPD participated in State Representative Dave Hickernell's Senior Citizens Expo held on October 21, 2016 at the Masonic Homes.
- The NRLCPD participated in the Elizabethtown Area Communities that Care Town Hall Meeting. The meeting was held on October 19, 2016 and was very well attended.
- Officer Kristopher N.W. Hart completed a week long SERT training seminar with former Army Delta Force members.
- The NRLCPD will be participating in another Aggressive Driving Enforcement wave starting October 24, 2016 and ending November 20, 2016. The NRLCPD was awarded \$1,575.00 dollars for enforcement.

12) Correspondence:

- a. Calls for Service – September 2016.
- b. Police Activity Report – September 2016.
- c. Overtime Report – September 2016.
- d. Police Cruiser Mileage Chart – September 2016.

13) Other Business:

Ms. Debra Dupler asked what the status was of the Canine Program. Chief Mayberry indicated the physical performance testing is completed with all four officers passing the test and is now looking to arrange further training with an oral interview being the next step in the process.

- 14) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on Tuesday, November 22, 2016 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 John O. Yoder, III and seconded by Gerald G. Cole to adjourn the meeting at 8:02 P.M.
All members voted in favor of the motion.

Respectfully submitted,

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