

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on April 19, 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 – Debra E. Dupler, Lisa S. Heilner, and Douglas A. Hottenstein. Absent: Gerald G. Cole and John O. Yoder, III.
- 3) Public Comment: None.
- 4) Consent Calendar:
  - a. Approval and ratification of the minutes of the March 22, 2016 meeting.
  - b. Accept and ratify 1) the Treasurer's Report for the period of March 1, 2016 through March 31, 2016 subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
  - c. Approve payment of all bills via Bill List #6-2016 in the amount of \$ 60,595.09; Bill List #7-2016 in the amount of \$ 40,427.01; and ratify payment of all payrolls for the period of March 19, 2016 through April 15, 2016, inclusive, in the amount of \$ 118,116.64, which represents two (2) pay periods.

A motion was made by Lisa S. Heilner and seconded by Douglas A. Hottenstein to approve items a. through c. of the Consent Calendar as presented. All other members voted in favor of the motion.

- 5) Sergeant Promotion:
  - a. Discussion on and, if appropriate, motion to promote Officer Daniel L. George, Jr. to the rank of Sergeant.

A motion was made by Lisa S. Heilner and seconded by Douglas A. Hottenstein to promote Officer Daniel L. George, Jr. to the rank of Sergeant. All other members voted in favor of the motion.
  - b. Chief Mark Mayberry stated this is the first time this process has been conducted within the NWRPD, and Officer Daniel L. George, Jr. was selected to be Sergeant for the NWRPD. Chief Mayberry noted that Officer George became a member of the West Donegal Township Police Department in 1992 and has demonstrated great leadership in the department. Chief Mayberry presented Officer George his Sergeant badge and Certificate of Promotion.

6) Police Department Facilities:

Ms. Debra Dupler indicated that the Mount Joy Township Board of Supervisors hired an agency construction manager and they will work on getting the bids back out so the project can move ahead and will be contacting Chief Mayberry to review the plans.

7) Advisements:

- The Northwest Regional Lancaster County Police Department has been approved to participate in the first wave of the Buckle Up Enforcement Program. The wave starts May 16<sup>th</sup> and ends June 5<sup>th</sup>. We received \$3,450.00 dollars for the enforcement period.
- Lieutenant Carl S. Steinhart and Chief Mark E. Mayberry attended a two day pistol training course.
- Officers Michael D. Shetter, Adam M. Shope and Kristopher N.W. Hart attended a three day Weights and Measures course.

- Officer Charles A. Tobias did a school presentation at the Hope Community Church on April 8<sup>th</sup>.
- National Drug Take Back event will be held April 30<sup>th</sup> from 10:00 A.M. to 2:00 P.M. Officer Abigail M. Shaeffer will be at the Giant Food Store collecting unwanted prescription medications.

8) Correspondence:

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

9) Other Business: None.

10) Next scheduled meetings of the Northwest Regional Lancaster County Police Commission will be held on Tuesday, May 24, 2016 beginning at 7:00 P.M. at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022.

11) Adjournment:

A motion was made by Lisa S. Heilner and seconded by Douglas O. Hottenstein to adjourn the meeting at 7:10 P.M. All members voted in favor of the motion.

Respectfully submitted,

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