

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on May 24, 2016**

- 1) Debra E. Dupler called the meeting to order at 7:03 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, Douglas A. Hottenstein, Gerald G. Cole and John O. Yoder, III.
- 3) Public Comment: None.
- 4) Consent Calendar:
  - a. Approval and ratification of the minutes of the April 19, 2016 meeting.
  - b. Accept and ratify 1) the Treasurer's Report for the period of April 1, 2016 through April 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 #/8-2016 in the amount of \$ 16,530.31; Bill List #9-2016 in the amount of \$ 32,023.59; Bill List #10-2016 in the amount of \$ 10,698.81; and ratify payment of all payrolls for the period of April 16, 2016 through May 13, 2016, inclusive, in the amount of \$ 117,385.74, which represents two (2) pay periods.

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

- 5) Hiring of Part-time Police Patrolman:
  - a. Chief Mayberry noted that Officer Richard A. Gible has been sworn in as a part-time officer of the NRLCPD and is currently undergoing training with Officer Tobias.
  - b. Chief Mayberry requested authorization to hire Officer John A. Wostmann as a part-time officer of the NRLCPD, to be compensated at the rate of \$ 21.92 per hour. Officer Wostmann works for the Department of Defense as a police officer.

A motion was made by Gerald G. Cole and seconded by John O. Yoder, III to authorize hiring of Officer John A. Wostmann as a part-time officer of the NRLCPD to be compensated at the rate of \$ 21.92 per hour. All other members voted in favor of the motion.

- 6) Police Department Facilities:

Lisa Heilner stated there is a meeting to be held at 7:00 P.M. on Thursday, May 26, 2016 to look at the final plans. The bidding process can then move forward and be completed by the end of June. John O. Yoder, III asked if there is a project construction manager. Ms. Heilner stated Fidavia has been hired as the project manager. Chief Mayberry noted that main changes made were turning the break room into the Sergeant's office and the records area needed to be located in a secure records room which caused two air handlers to be moved to another area.

- 7) Officer of the Year Award:

Officer Tobias of the Northwest Regional Police Association presented the Officer of the Year Award to Officer Gavin C. Kline. Officer Tobias stated Officer Kline was hired with the NWRPD January 2014. Since being hired Officer Kline has been awarded the Top Gun Award in 2014 and 2015. Officer Kline has become an instructor in Standard Field Sobriety Testing and trained in Advanced Roadside Impairment Driving Enforcement which aids in helping make DUI arrests. Officer Kline has a solid reputation as a leader among his peers and with his positive and relentless attitude of quality police work, he will have an outstanding law enforcement career.

8) Advisements:

- The Aggressive Driving Wave ended and the NRLCPD made 103 contacts for speeding violations.
- The Buckle-Up Enforcement Wave is in progress and ends June 5, 2016.
- Lieutenant Carl D. Steinhart attended a week long training session on the Leica Scanner used by the Lancaster County Forensic Team.
- Officer Abigail M. Shaeffer attended a one day Street Level Drug Investigation Course.
- Officer Randy J. Aument attended recertification training for OC, Baton and Handcuffing.
- Officer Michael R. Bryant and Officer Harry R. Cleland, Jr. attended a three day Active Shooter Instructor Training.
- Officer Kristopher N.W. Hart is in his second week of MCSAP training and Officer Adam Shope will be starting his training in July.
- Officer Michael R. Bryant and Officer Harry R. Cleland, Jr. are attending NRA Patrol Rifle Instructor course, which NRLCPD will be hosting through the National Rifle Association.

9) Correspondence:

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

10) Other Business: None.

11) Next scheduled meetings of the Northwest Regional Lancaster County Police Commission will be held on Tuesday, June 28, 2016 beginning at 7:00 P.M, at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022.

12) Adjournment:

A motion was made by John O. Yoder, III and seconded by Lisa S. Heilner to adjourn the meeting at 7:17 P.M. All members voted in favor of the motion.

Respectfully submitted,

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