

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on June 28, 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, 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 May 24, 2016 meeting.
  - b. Accept and ratify 1) the Treasurer's Report for the period of May 1, 2016 through May 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 #/11-2016 in the amount of \$ 47,490.65; Bill List #12-2016 in the amount of \$ 18,313.45; and ratify payment of all payrolls for the period of May 14, 2016 through June 24, 2016, inclusive, in the amount of \$ 177,627.65, which represents three (3) pay periods.

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

- 5) Purchase of New Cruiser – 2016 Dodge AWD Charger:

Chief Mayberry stated that Car 7 has an engine and power steering issue and has been taken out of service. Chief Mayberry requested a motion for the purchase of one (1) new 2016 police cruiser from Etown Dodge to replace Car 7. Douglas Hottenstein asked if this was part of a drivetrain power warranty? Chief Mayberry noted he did not believe so but he will double check.

A motion was made by John O. Yoder, III and seconded by Lisa Heilner to authorize the purchase of a single 2016 Dodge AWD Charger in the amount of \$27,250. from Etown Dodge. All other members voted in favor of the motion.

- 6) Police Department Facilities:

Lisa Heilner stated a special meeting is being held June 30, 2016 to pick alternates and bids will be awarded at the July 18 township meeting.

- 7) Introduction of Officer:

Chief Mark E. Mayberry introduced Officer Abigail M. Shaeffer and requested motion to hire Officer Shaeffer as a full-time officer of the NRLCPD, effective July 1, 2016, who shall serve a one-year probationary period and shall be compensated at the rate of \$29.09 per hour.

A motion was made by Gerald G. Cole and seconded by John O. Yoder, III to hire Officer Abigail M. Shaeffer as a full-time officer of the NRLCPD, effective July 1, 2016, to serve a one-year probationary period and to be compensated at the rate of \$29.09 per hour. All other members voted in favor of the motion.

- 8) 2015 DUI Distinguished Service Awards:

Chief Mark Mayberry recognized and presented awards to Officer Gavin C. Kline as the recipient of the Top Gun award with 39 DUI arrests and recognized Officers Adam M. Shope (13); Kristopher Hart (15); Seth A. Arnold (19), and Tyler R. Seidel (36) for their DUI arrests in 2015.

9) Advisements:

- Officer Michael D. Shetter put together a Below 100 (Officer Safety/Awareness) seminar on June 16. The training was well attended and was held at the Lancaster County Public Training Center.
- Officer Abigail M. Shaeffer completed a three-day Standardized Field Sobriety Training.
- The Buckle Up Enforcement Wave ended June 5. A total of 89 traffic citations were issued:
  - Total Citations – 89
  - Total Contacts – 78
  - Child Seat Belt Violations – 1
  - Adult Seat Belt Violations – 5
  - Speeding Violations – 77
  - Traffic Control Signal Violations – 1
  - Suspended License Violations – 1
  - No Insurance Violations – 1
  - DUI Arrests – 2
  - Other Arrests - 1
- Officer Harry R. Cleland, Jr. received a certificate of recognition from the North Central Highway Safety Network/Central PA Traffic Safety Network for his work during the 2015 Aggressive Driving Enforcement.
- The NRLCPD will be participating in the next Aggressive Driving Wave starting July 6 and ending August 28, 2016. Our department was allocated \$3,500.00 for enforcement.

10) Correspondence:

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

11) Other Business:

Chief Mark Mayberry indicated National Night Out is being held on Tuesday, August 2, 2016 from 6:00 P.M. to 9:00 P.M. at the West Donegal Township facility.

- 12) Next scheduled meetings of the Northwest Regional Lancaster County Police Commission will be held on Tuesday, July 26, 2016 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 John O. Yoder, III and seconded by Lisa S. Heilner to adjourn the meeting at 7:23 P.M. All members voted in favor of the motion.

Respectfully submitted,

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