

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on August 23, 2016**

- 1) Debra E. Dupler called the meeting to order at 7:02 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, Douglas A. Hottenstein, and John O. Yoder, III. Absent: Lisa S. Heilner and Gerald G. Cole.
- 3) Public Comment: None.
- 4) Consent Calendar:
 - a. Approval and ratification of the minutes of the July 26, 2016 meeting.
 - b. Accept and ratify 1) the Treasurer's Report for the period of July 1, 2016 through July 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 #/15-2016 in the amount of \$ 33,509.37; Bill List #16-2016 in the amount of \$ 15,656.00; and ratify payment of all payrolls for the period of July 23, 2016 through August 19, 2016, inclusive, in the amount of \$ 124,591.18, which represents two (2) pay periods.

A motion was made by John O. Yoder, III 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) Flagger Force Use at National Night Out:

Chief Mark Mayberry requested a donation be made to the Elizabethtown Fire Police for their services, i.e., directing traffic, during the 2016 National Night Out.

A motion was made by John O. Yoder, III and seconded by Douglas A. Hottenstein to authorize a \$1,500.00 donation to the Elizabethtown Fire Police for their services during the 2016 National Night Out. All other members voted in favor of the motion.

- 6) Elizabethtown Regional Booking Center:

Chief Mark Mayberry indicated the estimated cost for calendar year 2017 is \$1,688.00 to participate in the Booking Center where criminal processing is done with other participating agencies (Elizabethtown Borough, Mount Joy Borough and Susquehanna Regional) and requested approval to sign the "Annual Agency Authorization".

A motion was made by John O. Yoder, III and seconded by Douglas A. Hottenstein to authorize the signing of the Annual Agency Authorization for calendar year 2017. All other members voted in favor of the motion.

- 7) PD Canine Unit:

Chief Mark E. Mayberry stated there is a civic organization that has funds they would like to donate towards a canine unit for the NRLCPD. Chief Mayberry is waiting to receive information from officers to see about interest in pursuing a canine unit. Canine units are usually dual-certified in search of narcotics, search of a lost person and certified in bite/aggression. Commission stated they would be interested in creating a canine unit.

- 8) Police Department Facilities:

Mr. Richard Forry stated that the mold has been removed. Ms. Debra Dupler noted the asbestos is being encapsulated this week, and the next construction update will be September 6, 2016. Ms. Dupler asked if fencing is going to be installed. Mr. Forry indicated fencing will be installed but is unaware of the timing. Mr. Douglas A. Hottenstein asked if there is a contractual completion date. Mr. Forry indicated a 12-month completion is expected.

9) Advisements:

- Officer Adam M. Shope has completed his MCSAP Training.
- Officer Abigail M. Shaeffer completed certification on the DataMaster DMT Breathing Test Instrument.
- Officer Gavin Kline completed certification as DataMaster Technician.
- Officers Richard A. Gibble and Abigail M. Shaeffer completed training on our Speed Timing Devices.

10) Correspondence:

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

11) Other Business:

Ms. Debra E. Dupler asked when the new cruiser was arriving. Chief Mayberry stated once a bill date is known, he will be informed as to time frame.

Chief Mayberry stated the Aggressive Driving Wave was completed with a total of 110 citations written (108 for speeding; 3 for Driving Under Suspension; 1 for Insurance and 2 other violations).

Ms. Debra E. Dupler commended the Officers for an excellent job done on National Night Out. Mr. John O. Yoder, III noted his appreciation for all the officers who attended.

- 12) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on Tuesday, September 27, 2016 beginning at 7:00 P.M, at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022. Ms. Debra Dupler noted that she will not be in attendance for that meeting.

13) Adjournment:

A motion was made by John O. Yoder, III and seconded by Douglas A. Hottenstein to adjourn the meeting at 7:22 P.M. All members voted in favor of the motion.

Respectfully submitted,

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