

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on March 28, 2017**

- 1) John O. Yoder, III called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022. John O. Yoder, III led the pledge of allegiance.
- 2) Roll Call: Present – John O. Yoder, III; Lisa S. Heilner; Debra E. Dupler; and Douglas A. Hottenstein. Absent: Philip F. Dunn.
- 3) Public Comment: None.
- 4) Consent Calendar:
 - a. Approval and ratification of the minutes of the February 28, 2017 meeting.
 - b. Accept and ratify 1) the Treasurer's Report for the period of February 1, 2017 through February 28, 2017 subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
 - c. Approve payment of all bills via Bill List #05-2017 in the amount of \$ 37,739.50; Bill List #06-2017 in the amount of \$ 53,224.11; and ratify payment of all payrolls for the period of February 18, 2017 through March 17, 2017, inclusive, in the amount of \$ 135,906.54, which represents two (2) pay periods.

A motion was made by Debra A. Dupler 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 Full-time Police Officer:

Chief Mark Mayberry indicated the hiring of Officer Carl J. Bergmark will replace the vacancy created by Detective Cleland being assigned to the Drug Task Force.

A motion was made by Debra A. Dupler and seconded by Lisa S. Heilner to approve, ratify and confirm the hiring of Carl J. Bergmark as a full-time police officer effective March 23, 2017, to serve a one-year probation period and to be compensated at the rate of \$29.96 per hour. All other members voted in favor of the motion.

6) Hiring of Part-time Police Secretary:

Chief Mayberry indicated Alexis Smith graduated from Elizabethtown High School last year and is currently attending HACC as a Criminal Justice major. Ms. Dupler asked how many hours Ms. Smith will be scheduled to work. Chief Mayberry noted Ms. Smith would be scheduled to work approximately 9 hours a week working Monday, Wednesdays and Thursdays from 12:30 to 5:30 p.m. Ms. Dupler asked if Ms. Smith will be doing the electronic imaging. Chief Mayberry indicated there is a meeting tomorrow with GovDeals to get her trained in that aspect.

A motion was made by Lisa S. Heilner and seconded by Debra E. Dupler to approve, ratify and confirm the hiring of Alexis M. Smith as a part-time police secretary effective March 23, 2017, to be compensated at the rate of \$9.50 per hour. All other members voted in favor of the motion.

7) Introduction of Newly Hired Police Officers:

Chief Mayberry introduced newly hired police officers Frank M. Jones, III and Carl J. Bergmark to the members of the NRLCPC. Ms. Dupler asked who was training the new officers. Chief Mayberry noted Officer Tobias has been the FTO for Officer Jones and Officer Bergmark has been training with Sergeant Bryant and will be moving over with Officer Tobias once Officer Jones' training is complete.

8) Naming of K-9 Officer:

Chief Mayberry indicated officers who were interested in being a K-9 officer were put through an oral interview and training at Harrisburg City with Officer Tyler R. Seidel being named as K-9 officer if, and when, the

Department decides to implement a K-9 Unit. Chief Mayberry noted he and Officer Seidel will be working on pulling together a program. Ms. Dupler asked when a cost for the program would be known with Chief Mayberry indicating he would probably have that information within a month or so.

9) Northwest Regional Police Association:

Mr. Yoder noted a committee needs to be established and a response made relative to a letter from the Northwest Regional Police Association, dated March 21, 2017, requesting collective bargaining for a new contract to begin January 1, 2018. Ms. Dupler and Mr. Yoder expressed their interest in being part of the committee.

A motion was made by Lisa S. Heilner and seconded by Douglas A. Hottenstein to appoint John O. Yoder, III and Debra E. Dupler as committee representatives of the collective bargaining unit to work with the Northwest Regional Police Association to create a new contract to begin January 1, 2018. All other members voted in favor of the motion.

10) Police Department Facilities:

Ms. Heilner indicated the construction is on schedule with Ms. Dupler expressing concern that the roof of the car port is not connected to the building. Mr. Yoder indicated he would take a look at the drawings. Chief Mayberry noted construction seemed ahead of schedule on the police department side.

11) Advisements:

- Northwest Regional Lancaster County Police Department will be participating in the first wave of the Aggressive Driving Enforcement Program starting March 20, 2017 running through April 30, 2017. The Department was allocated \$5,675.00 dollars for enforcement.
- Officer Gavin Kline is in DRE school at Greensburg for 9 days and will be attending a drug seminar/training to become a Drug Recognition Expert and May 1st will be taking his exam.

12) Correspondence:

- a. Calls for Service – February 2017.
- b. Police Activity Report – February 2017.
- c. Overtime Report – February 2017.
- d. Police Cruiser Mileage Chart – February 2017.

13) Other Business: None.

14) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, April 25, 2017 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 Lisa S. Heilner and seconded by Douglas A. Hottenstein to adjourn the meeting at 7:12 P.M. All members voted in favor of the motion.

Respectfully submitted,

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