

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on June 27, 2017**

- 1) John O. Yoder, III called the meeting to order at 7:02 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; Debra E. Dupler; and Douglas A. Hottenstein. Absent: Lisa S. Heilner and Philip F. Dunn.
- 3) Public Comment: None.
- 4) Consent Calendar:
 - a. Approval and ratification of the minutes of the May 23, 2017 meeting.
 - b. Accept and ratify 1) the Treasurer's Report for the period of May 1, 2017 through May 31, 2017 subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
 - c. Approve payment of all bills via Bill List #11-2017 in the amount of \$ 43,079.20; Bill List #12-2017 in the amount of \$ 69,313.75; and ratify payment of all payrolls for the period of May 13, 2017 through May 23, 2017, inclusive, in the amount of \$ 196,506.11, which represents three (3) pay periods.

A motion was made by Debra E. Dupler 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) Purchase/Lease Copier:

Mr. Richard Forry indicated the copier in the Squad Room needs replaced and the one in the secretary's office died about a year ago. To purchase the copier for 5 years would be \$10,953. This includes the service contract as well. To lease the copier the total is \$12,367.80 for a 5 year period so there's a difference of about \$1,440. between purchasing and leasing. If a copier is purchased for the Township as well as the police, the cost is reduced \$200. per machine and will put a desktop copier in the secretary's office. Ms. Dupler asked what happens with the old copier. Mr. Forry indicated the Chief would need to decide how he would like to handle disposing of the machine. Ms. Dupler asked the cost of the copier for the secretary. Mr. Forry noted the desktop copier is included in the cost previously mentioned.

A motion was made by Debra E. Dupler and seconded by Douglas A. Hottenstein to approve the purchase of one copier for the Squad Room and one copier for the Police Secretary's office. All other members voted in favor of the motion.

6) K-9 Fund Raising Event:

Chief Mayberry noted that Officer Tyler Seidel and himself met with a representative of the Elizabethtown VFW Post 5667 who would like to have a K-9 fund raising event August 19, 2017 and would like the approval of the Police Commission to hold the event. Officer Seidel noted that the cost is \$10 in advance and \$15 at the door and the event will be open to everyone. Officer Seidel shared the flyer and letter the VFW will be handing out. The VFW will be collecting the donations and whatever is made above their cost will be donated to the Department. Officer Seidel indicated the cost of the dog is \$14,500 and tracking training is an additional \$500. The vehicle cost for a 2017 Ford Interceptor will be around \$29,500. with a package recommended specifically for the dog. This cost does not include anything on the interior of the vehicle such as the kennel in the back, temperature gauges, door poppers, drawers for storage, etc. In addition to the vehicle costs, the list provided shows everything required to have a dog. Officer Seidel asked the Commission if they would allow donation monies to be used to allow him to have an at-home kennel. The Commission indicated this is for the department and what the department has asked him to do and agreed to cover the cost for an at-home kennel. Chief Mayberry indicated he had heard that if the Commission would give the donor a letter, the donor can then use that letter to claim a tax deductible donation. Commission requested Treasurer contact the solicitor and auditor as to how donations should be handled. Discussion ensued regarding the purchase of the K-9 cruiser with Chief Mayberry indicating he was hopeful that a portion of the cruiser would be covered through the normal budget. Mr. Yoder recommended a Facebook post be put on the site regarding the fundraiser. Discussion ensued regarding potential donations and other contacts to be made.

7) Police Department Facilities:

Mr. Forry noted the move in date is scheduled for August 10, 11 and 14. Chief Mayberry indicated he would be meeting with Phillips to discuss the new furniture and what gets moved from the current building to the new building. Once the occupancy permit is received, the department can start moving things over, but the official move in date is August 10. Mr. Yoder asked if an open house has been planned. Ms. Dupler indicated there would be a joint open house with the Township and the Police Department hopefully in September.

8) Advisements:

- The Northwest Regional Lancaster County Police Department has been approved to participate in the Aggressive Driving Enforcement program from July 6 to August 27, 2017. The Department has been allocated \$4,700.00 for enforcement.
- The three (3) 2017 Dodge Chargers have arrived and are in the set-up process.
- The Northwest Regional Lancaster County Police Department concluded its Buckle-Up Enforcement on June 4, 2017. A total of (71) contacts were made during the enforcement period and a total of (76) citations were issued. The following citations/arrests were made during the enforcement: (66) Speeding; (1) Child Seat Belt; (1) Adult Seat Belt; (1) DUI; (1) Warrant; (6) other violations. Enforcement was conducted on the following roadways: Harrisburg Avenue, North Market Street, Cloverleaf Road, Ridge Road and West Ridge Road.
- Officer Tyler R. Seidel received a DUI Top Gun Award for his DUI enforcement in 2016. Officer Seidel made 41 DUI arrests which was one of the highest in Lancaster County.
- A citizen in West Donegal Township made a \$500.00 donation to the Police Department.
- The Northwest Regional Lancaster County Police Department, along with Elizabethtown Borough Police, Mount Joy Borough Police, and Susquehanna Regional Police participated in Active Shooter Training which was held at the Donegal Primary School.

9) Correspondence:

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

10) Other Business:

Chief Mayberry indicated the base station for the radio system needs moved to the new building. Got quotes from Realm and 911 Rapid Response phone systems. The quotes vary as some quoted labor and some did not. Chief Mayberry expressed concern about putting in a Realm system as would be locked to that system. With the 911 Rapid Response the purchase would just be speakers and wiring. Mr. Yoder indicated he would prefer not to purchase a complete system. Mr. Hottenstein asked that Sage be contacted for a quote.

A motion was made by Debra E. Dupler and seconded by Douglas A. Hottenstein to approve the purchase of speakers and wiring using the lowest bidder. All other members voted in favor of the motion.

- 11) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, July 25, 2017 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 Debra E. Dupler and seconded by Douglas A. Hottenstein to adjourn the meeting at 8:00 P.M. All members voted in favor of the motion.

Respectfully submitted,

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