

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on October 24, 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; Debra E. Dupler; Douglas A. Hottenstein; and Lisa S. Heilner. Absent: Philip F. Dunn.
- 3) Public Comment: None.
- 4) Consent Calendar:
  - a. Approval and ratification of the minutes of the September 26, 2017 meeting.
  - b. Accept and ratify 1) the Treasurer's Report for the period of September 1, 2017 through September 30, 2017 subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
  - c. Approve payment of all bills via Bill List #20-2017 in the amount of \$ 58,141.08; Bill List #21-2017 in the amount of \$ 15,783.13; and ratify payment of all payrolls for the period of September 16, 2017 through October 13, 2017, inclusive, in the amount of \$ 125,199.34, which represents two (2) pay periods.

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

5) Purchase of Police K-9 Vehicle:

Chief Mayberry indicated a police vehicle specifically for the K-9 unit would need to be ordered now in order to have it by March when the K-9 unit will be starting. The quote for a Dodge Charger is \$25,900. for the vehicle. The Police Interceptor SUV is all-wheel drive and has more room than the Charger and the price is \$31,500. The Ford F-150 is quoted at \$33,438.91 and would be \$7,000. more than the SUV with upfitting. Chief Mayberry recommended purchasing the SUV as other K-9 units appear to be using an SUV. Officer Tyler Seidel expressed a preference for the Ford F-150 due to space and is hoping donations being raised would cover the additional cost of the pickup over the SUV. Completely outfitted the pickup would be \$62,000 and the SUV would be \$55,000.

A motion was made by Debra E. Dupler and seconded by Lisa S. Heilner to purchase a 2018 Ford F-150 Super-Crew for the police K-9 vehicle. All other members voted in favor of the motion.

6) Designation of Safe Exchange Parking Spaces:

Chief Mayberry indicated this was discussed in the early stages of the building and looking at the surveillance cameras requested the designation of two parking spaces as "Safe Exchange" parking spaces. Signage would be needed. Ms. Heilner asked about potential liability and Mr. Hottenstein asked if the surveillance cameras could be expanded. Chief Mayberry noted he could check into adding additional cameras.

A motion was made by Debra E. Dupler and seconded by Douglas A. Hottenstein to pursue this request with Mount Joy Township. All other members voted in favor of the motion.

7) NRLCPC Christmas Party:

A motion was made by Debra E. Dupler and seconded by Douglas A. Hottenstein to approve a Christmas Party for the Police Department to be held on December 16, 2017 at 6:00 p.m. at Hennigans with a cost not to exceed \$1,000. All other members voted in favor of the motion.

8) NRLCPC 2018 Budget:

Mr. Richard Forry indicated health insurance will be increasing 9.22% with an overall budget increase of 6.28% and requested motions to:

- a. Approve the appropriation of \$50,000.00 to be transferred to and placed in the NRLCPC Capital Reserve Fund during Year 2018.

- b. Approve the appropriation of \$62,400.00 to be transferred to and placed in the NRLCPC Accrued Compensation Absences Fund during Year 2018.
- c. Approve the proposed municipal funding percentage of the NRLCPC Year 2018 Budget as contained therein.
- d. Approve the proposed NRLCPC Year 2018 budget.

A motion was made by Debra E. Dupler and seconded by Lisa S. Heilner to approve items a. through d. of the NRLCPC 2018 Budget as presented. All other members voted in favor of the motion.

9) Advisements:

- Phillips Office Solutions has completed all the changes/additions to the police department office furniture.
- The Police Department is participating in the Aggressive Driving Wave that started October 23, 2017 and continues through November 19, 2017. NRLCPD has been allocated \$2,025.00 dollars for enforcement.
- Officer Kristopher N.W. Hart has completed a patrol rifle armorer course.
- Officer Seth A. Arnold has completed a mock crime scene investigators course.
- Officer Carl J. Bergmark has completed a 3-day accident investigators course.

10) Correspondence:

- a. Calls for Service – September 2017.
- b. Police Activity Report – September 2017.
- c. Overtime Report –September 2017.
- d. Police Cruiser Mileage Chart – September 2017.
- e. Letter received September 27, 2017 from Mastersonville Fire Company – Thank you for furniture donation.

11) Other Business:

Chief Mayberry indicated there is still furniture stored at the Merts Drive building and County Prison is looking at purchasing items. Ms. Dupler indicated there is a company in Manheim who will come and remove the items and post on their website and will send the Township the information. The Columbia K-9 Unit is disbanding and their check has been deposited. Trick or Treat will be held October 31, 2017 from 6:00 p.m. to 8:00 p.m.

- 12) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, November 28, 2017 beginning at 7:00 P.M, at the Mount Joy Township Municipal Building, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

13) Adjournment:

A motion was made by Debra E. Dupler and seconded by Douglas A. Hottenstein to adjourn the meeting at 7:38 P.M. All members voted in favor of the motion.

Respectfully submitted,

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