

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on December 19, 2017**

- 1) Debra E. Dupler called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building, 8853 Elizabethtown Road, Elizabethtown, PA 17022. Debra E. Dupler led the pledge of allegiance.
- 2) Roll Call: Present – Debra E. Dupler; Douglas A. Hottenstein; and Philip F. Dunn. Absent: John O. Yoder, III and Lisa S. Heilner.
- 3) Public Comment: None.
- 4) Consent Calendar:
 - a. Approval and ratification of the minutes of the November 28, 2017 meeting.
 - b. Accept and ratify 1) the Treasurer's Report for the period of November 1, 2017 through November 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 #24-2017 in the amount of \$ 30,772.05; Bill List #25-2017 in the amount of \$ 17,034.56; and ratify payment of all payrolls for the period of November 25, 2017 through December 8, 2017, inclusive, in the amount of \$ 73,837.54, which represents one (1) pay period.

A motion was made by Douglas A. Hottenstein and seconded by Philip F. Dunn to approve items a. through c. of the Consent Calendar as presented. All other members voted in favor of the motion.

5) NRLCPC Computer Storage Upgrade:

Chief Mayberry indicated the Department has been having a problem with digital storage and he spoke to Mr. Michael S. Bridgehouse, NRLCPD's IT technician who recommended the purchase of: 1) NAS Server [12 TB rack mountable] in the amount of \$ 1,699.00; 2) a 24-port Gigabit switch in the amount of \$208.99; and 3) a rack mounted KVN with video in the amount of \$ 699.99 for a total upgrade cost of \$2,607.98 for the hardware. It is estimated 10 to 12 man-hours of labor will be required to install the equipment. Chief Mayberry requested this item be tabled as the Department has been selected as a test agency for software for the UCR report is being changed and he would like to see how that would affect the above recommendation.

6) Collective Bargaining Unit – NRLCPC/NRPA – Period: January 1, 2018 - December 31, 2022:

Ms. Dupler indicated the discussion from last month was agreed to leave it as the Commission had understood and requested a motion to accept the proposed Collective Bargaining Agreement for the period of January 1, 2018 through December 31, 2022.

A motion was made by Philip F. Dunn and seconded by Douglas A. Hottenstein to accept the proposed Collective Bargaining Agreement for the period of January 1, 2018 through December 31, 2022 and authorize signing the agreement. All other members voted in favor of the motion.

7) Advisements:

- Officer Kenton L. Whitebread, Sr., Officer Charles A. Tobias, and Officer Frank M. Jones, III participated in the "Shop with a Cop" event in Lancaster City.
- Officer Frank M. Jones, III and Chief Mark E. Mayberry participated in the "Shop with a Cop" event held at the Elizabethtown K-Mart.

8) Correspondence:

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

9) Other Business:

Chief Mayberry indicated the proposal to add a camera for the “safe exchange zone” from Sage was \$2,387.00. Two parking spots would be signed and designated as the “safe zone”. Ms. Dupler asked if the cost covered charges to tie into the current camera system. Ms. Dupler recommended this be made a press release and be added to the Facebook page.

A motion was made by Douglas A. Hottenstein and seconded by Philip F. Dunn to purchase a camera from Sage in the amount of \$2,387.00 for the “safe exchange zone” in the parking lot. All other members voted in favor of the motion.

Chief Mayberry indicated Officer Seidel’s class for the K-9 unit will be starting on March 19 and half of the payment has been sent to the Academy.

Chief Mayberry expressed his appreciation to the Commissioners for the Department Christmas party.

Chief Mayberry noted that the Police Association will be delivering presents to two families; one in Mount Joy and one in West Donegal Township.

- 10) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, January 23, 2018 beginning at 7:00 P.M, at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

11) Adjournment:

Ms. Dupler indicated the meeting was adjourned at 7:18 P.M.

Respectfully submitted,

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