

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on September 25, 2018**

- 1) Lisa S. Heilner called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building, 8853 Elizabethtown Road, Elizabethtown, PA 17022. Lisa S. Heilner led the pledge of allegiance.
- 2) Roll Call: Present – Lisa S. Heilner; Eric W. Kreider, and Debra E. Dupler. Absent: David W. Sweigart, III arrived at 7:08 p.m.; and Douglas A. Hottenstein.
- 3) Public Comment: None.
- 4) Consent Calendar:
  - a. Approval and ratification of the minutes of the August 28, 2018 meeting.
  - b. Accept and ratify 1) the Treasurer's Report for the period of August 1, 2018 through August 31, 2018 subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
  - c. Approve payment of all bills via Bill List #19-2018 in the amount of \$ 17,489.27; Bill List #20-2018 in the amount of \$ 56,615.66; and ratify payment of all payrolls for the period of August 18, 2018 through September 14, 2018, inclusive, in the amount of \$ 139,564.37, which represents two (2) pay periods.
  - d. NRLCPC Non-Uniformed Employee Pension Plan/Fund – 2019 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2019 Minimum Municipal Obligation Worksheet to the Pennsylvania Municipal Retirement System, P.O. Box 1165, Harrisburg, PA 17108-1154, for non-uniformed employees.
  - e. NRLCPC Uniformed Employee Pension Plan/Fund – 2019 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2019 Minimum Municipal Obligation Worksheet to Conrad Siegel Actuaries, 501 Corporate Circle, P.O. Box 5900, Harrisburg, PA 17110-0900, for uniformed employees.

A motion was made by Debra E. Dupler and seconded by Eric W. Kreider to approve items a. through e. of the Consent Calendar as presented. All other members voted in favor of the motion.

5) Lancaster County Drug Task Force:

Sergeant John Burkhardt was in attendance to update the NRLCPC on the activities of the Lancaster County Drug Task Force. Sergeant Burkhardt commented that Officer Cleland has been with the Task Force for 18 months, is doing a good job and is carrying his own case load. Officer Cleland just completed Wire Interception School and can now run his own cases by wiring informants or listening to phone calls. Methamphetamine, marijuana, cocaine, and heroin are the drugs used in this area. Chief Mayberry noted that it has been a huge asset having an officer assigned to the Drug Task Force with those resources then available to the department. Commissioner Dupler asked about the funding of the Task Force with it being noted that the Task Force reimburses the NRLCPC the officer's salary and the third year will reimburse an additional \$10,000 towards benefits.

6) NRLCPC Christmas Party:

Chief Mark Mayberry requested approval to have a Christmas Party for the NRLCPC splitting the costs with the Association. A tentative date has been scheduled for December 15, 2018.

A motion was made by Debra E. Dupler and seconded by Eric W. Kreider to approve holding the 2018 NRLCPC Christmas Party. All other members voted in favor of the motion.

7) Advisements:

- Update on Cruiser Purchase – trade-in value of the 2015 Dodge Charger from Hondru Dodge is \$5,000.00.
- Officers Seth A. Arnold and Carl. J. Bergmark attended a two-day Traffic Stop/Drug Interdiction School.
- Sergeant Michael A. Bryant attended a five-day Advance Accident Reconstruction Training.

- Detective Kenneth M. Henry and Detective Frank H. Ember, Jr. attended a one-day Gathering Intelligence for Tactical Investigation through On-line Sources.

8) Correspondence:

- a. Calls for Service – August 2018.
- b. Police Activity Report – August 2018.
- c. Overtime Report – August 2018.
- d. Police Cruiser Mileage Chart – August 2018.

9) Other Business:

Commissioner Sweigart commented on the amount of traffic and dangers of the sight distance at Ridgeview and Elizabethtown Road.

Chief Mayberry indicated that the department is interested in purchasing standup workstations. The desk risers are \$176.82 each and the department is asking for 5 workstations to be purchased.

A motion was made by Debra E. Dupler and seconded by David W. Sweigart, III to authorize the purchase of 5 standup desks at \$176.82 each for a total of \$884.10. All other members voted in favor of the motion.

Commissioner Dupler asked about having exercise equipment in the Department and what the liability would be if installed. Chief Mayberry indicated there is a waiver that has been circulated to the Association. Commissioner Dupler asked if the Public Works Department would also be able to use the equipment. Chief Mayberry indicated records are stored in the room that may require a person to have certain certifications in order to be in the room.

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

11) Adjournment:

A motion was made by David W. Sweigart, III and seconded by Debra E. Dupler to adjourn the meeting at 7:37 P.M.

Respectfully submitted,

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