

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on April 23, 2019**

- 1) Douglas A. Hottenstein called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building, 8853 Elizabethtown Road, Elizabethtown, PA 17022. Douglas A. Hottenstein led the pledge of allegiance.
- 2) Roll Call: Present – Debra E. Dupler; Douglas A. Hottenstein; E.W. Kreider, David W. Sweigart, III and John E. Martin, II. Absent: None.
- 3) Public Comment: None.
- 4) Consent Calendar:
  - a. Approval and ratification of the minutes of the March 26, 2019 meeting.
  - b. Accept and ratify 1) the Treasurer's Report for the period of March 1, 2019 through March 31, 2019 subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
  - c. Approve payment of all bills via Bill List #7-2019 in the amount of \$ 51,939.45; Bill List #8-2019 in the amount of \$ 21,066.02; and ratify payment of all payrolls for the period of March 16, 2019 through April 12, 2019, inclusive, in the amount of \$ 204,799.85, which represents two (2) pay periods.

A motion was made by Debra E. Dupler and seconded by David W. Sweigart, III to approve items a. through c. of the Consent Calendar as presented. All other members voted in favor of the motion.

5) Section 457(b) Deferred Compensation Plan – CBIZ InR Advisory Services:

Rich Forry indicated the Police Association was requesting a second firm be approved for investing the money deducted from their paycheck. The current advisor is Nationwide and they don't like the fees being charged. CBIZ InR is an advisory group who invest through TD Ameritrade and the Association is requesting Resolution 2-2019 be adopted approving CBIZ InR Advisory Services as an approved alternative for employees to invest their Section 457(b) Deferred Compensation deductions. Chief Mayberry noted that Nationwide also can't advise what investment to move into. Mr. Forry indicated this firm is also used by the State FOP.

A motion was made by Debra E. Dupler and seconded by Eric W. Kreider to adopt Resolution 2-2019 approving CBIZ InR Advisory Services as an alternative for employees to invest their Section 457(b) Deferred Compensation deduction. All other members voted in favor of the motion.

6) Purchase of Police Cruiser – 2019 Dodge Charger:

Chief Mayberry requested approval to purchase a 2019 Dodge Charger as a replacement vehicle for Car #8. Hondru Dodge has indicated if a purchase is made later in the year, a 2019 would not be available and they would need to wait until the 2020 models come out. Car #8 has 85,000 miles on it, and he would like Car #8 to replace Lieutenant Steinhart's 2015 Charger which has 112,000 miles on it. Chief Mayberry indicated the budget allows for 2 vehicles.

A motion was made by Debra E. Dupler and seconded by David W. Sweigart, III to approve the purchase of a 2019 Dodge Charger. All other members voted in favor of the motion.

7) Watch Guard Mobile Camera System:

Chief Mayberry requested permission to purchase the Watch Guard extended 1-year warranty in the amount of \$2,600.00. The system has been in place for a couple years and the warranty has expired. All marked units have the Watch Guard 8-camera system. Commissioner Sweigart asked what the replacement plan is. Chief Mayberry indicated after 6 years no warranty is available. Each unit purchase price was \$5,000. After some discussion, the Commission recommended the server be put on a replacement plan. Chief Mayberry indicated if the server goes out, he would recommend moving to the cloud for storage. The Commission noted they would prefer to replace units as they go down.

8) Telephone System Upgrade:

Chief Mayberry indicated as a follow-up to the discussion on phones at the previous meeting for additional phone lines, a telephone upgrade could be done as per Quote SDW-1932764 from Sage Technology Solutions in the amount of \$3,909.58. Detective Ember contacted Sage Technology and changed the way the incoming calls are directed so any calls between 8 a.m. and 5 p.m. go directly to the secretaries. After 5 p.m. the phones ring in the patrol area and after so many rings will roll to County radio. After some discussion, the Commission indicated they would like to wait to see how the changes made affect calls and see if complaints continue before further action is taken.

9) Advisements:

- The CODY Records Management System went live on April 16, 2019.
- Officer Abigail M. Shaeffer completed a two-day Crime Scene Photography class.
- The NRLCPD will be participating in the May 2019 Buckle Up Enforcement Wave. The NRLCPD was allocated \$2,700.00 for enforcement.

10) Correspondence:

- a. Calls for Service – March 2019.
- b. Police Activity Report – March 2019.
- c. Overtime Report – March 2019.
- d. Police Cruiser Mileage Chart – March 2019.

11) Other Business: Commissioner Dupler commented on seeing the officers at the overpass for the Staff Sergeant who had passed away in the Marines, expressing her appreciation to all EMS who were out.

12) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, May 28, 2019 beginning at 7:00 P.M, at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

13) Adjournment:

A motion was made by Debra E. Dupler and seconded by John E. Martin, II to adjourn the meeting at 7:31 P.M.

Respectfully submitted,

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