

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on September 24, 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 –Eric W. Kreider, David W. Sweigart, III, John E. Martin, II and Douglas A. Hottenstein.  
Absent: Debra E. Dupler.
- 3) Public Comment: None.
- 4) Consent Calendar:
  - a. Approval and ratification of the minutes of the August 27, 2019 meeting.
  - b. Accept and ratify 1) the Treasurer's Report for the period of August 1, 2019 through August 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 #17-2019 in the amount of \$ 49,545.77; Bill List #18-2019 in the amount of \$ 45,022.92; and Bill List # 19-2019 in the amount of \$ 91,569.83; and ratify payment of all payrolls for the period of August 17, 2019 through September 13, 2019, inclusive, in the amount of \$143,887.23, which represents two (2) pay periods.
  - d. NRLCPC Non-Uniformed Employee Pension Plan/Fund – 2020 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2020 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 – 2020 Minimum Municipal Obligation: approve and ratify the Commission Treasurer's transmittal of the 2020 Minimum Municipal Obligation Worksheet to Conrad Siegel Actuaries, 501 Corporate Circle, P.O. Box 5900, Harrisburg, PA 17110-0900, for uniformed employees.
  - f. Approve the list of 2020 meeting dates and authorize the advertisement thereof as required by law.

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

5) Elizabethtown Regional Booking Center:

Chief Mark Mayberry indicated there are four departments who participate in the Booking Center, our Department, Elizabethtown Borough, Mount Joy Borough and Susquehanna Regional Police Departments. Once someone is fingerprinted and photographed there, everything's immediately transferred to the State Police. Chief Mayberry indicated the estimated cost for 2020 is \$2,563.00 and requested approval to sign the "Annual Agency Authorization" to continue sharing the Booking Center.

A motion was made by Eric W. Kreider and seconded by John E. Martin, II to approve signing of the "Annual Agency Authorization" to continue participating in the Booking Center for calendar year 2020. All other members voted in favor of the motion.

6) Advisements:

- The new 2019 Dodge Charger is currently at 911 Rapid Response and should be done in the next week or so.
- Officer Seth A. Arnold completed Defensive Tactics Control Force Training. Attendance at this training keeps Officer Arnold's Defensive Tactics Certification current and due to him hosting the class, he received a discount.
- Our agency will be participating in the next scheduled National Drug Take Back event. The event is scheduled for October 26, 2019 from 10:00 a.m. to 2:00 p.m. The event will be held at the Giant Food Store, 1278 South Market Street, Elizabethtown, PA.

- The Department is participating in the Pink Patch Program for the month of October 2019. The officers will be wearing pink patches on their uniforms for Breast Cancer Awareness month.

7) Correspondence:

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

8) Other Business: Commissioner Hottenstein asked the proposed budget for 2020 be kept as low as possible due to Township finances.

9) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, October 22, 2019 beginning at 7:00 P.M, at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

10) Adjournment:

A motion was made by David W. Sweigart, III and seconded by John E. Martin, II to adjourn the meeting at 7:09 P.M.

Respectfully submitted,

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