

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on October 22, 2019**

- 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 –David W. Sweigart, III, John E. Martin, II and Debra E. Dupler. Absent: Douglas A. Hottenstein and Eric W. Kreider.
- 3) Public Comment: None.
- 4) Consent Calendar:
 - a. Approval and ratification of the minutes of the September 24, 2019 meeting.
 - b. Accept and ratify 1) the Treasurer's Report for the period of September 1, 2019 through September 30, 2019 subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report.
 - c. Approve payment of all bills via Bill List #20-2019 in the amount of \$ 45,237.63; Bill List #21-2019 in the amount of \$ 17,183.43; and ratify payment of all payrolls for the period of September 17, 2019 through October 11, 2019, inclusive, in the amount of \$145,471.34, which represents two (2) pay periods.
 - d. Calendar Year 2019 Audit – Authorize the Chair of the NRLCPC to sign the engagement letter from White, Rudy & Company LLP dated September 25, 2019 whereby the scope of the annual audit to be performed of the calendar year 2019 records is set forth.

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

5) NRLCPC Year 2018 Audit:

Mr. Philip O. Rudy, CPA and Sean Carl of White, Rudy & Company, LLP were in attendance to present the NRLCPC Year 2018 Audit. Mr. Carl noted that \$861,000 has been committed for use in the Capital Reserve Fund, Sinking Reserve Fund and Insurance Deductible Reimbursement Funds. 97% of revenue is from the contract payments from Mount Joy Township and West Donegal Township. Reimbursement of \$229,000 for building improvements was made to Mount Joy Township. The Commission had a total net operating loss in 2018 of \$25,000 dollars; factoring in non-operating revenues and investment earnings and private contributions the Commission had a total net income of \$13,000 dollars at year end. Mr. Rudy indicated police coverage for the year cost \$194. dollars per resident. Mr. Rudy complimented Mr. Forry on the accuracy of his budgeting numbers.

A motion was made by David W. Sweigart, III and seconded by John E. Martin, II to accept the 2018 Audit as presented. All other members voted in favor of the motion.

- 6) Mount Joy American Legion Post 185 – Mount Joy American Legion Post 185 American Legion Riders sponsored a motorcycle ride on September 21 and representatives were in attendance to express their desire to give back to first responders and their appreciation of Officers Seidel and Arlo presenting a donation check in the amount of \$6,000. to benefit the Northwest Regional Police Department K-9 fund. Another ride is scheduled on September 26, 2020. Commissioners and Officer Seidel expressed their appreciation of the donation.

7) Retirement – Sergeant Daniel L. George, Jr.:

Chief Mark Mayberry reported that Sergeant Daniel L. George, Jr. is retiring from the NRLCPD in January 2020. Chief Mayberry requested approval to start advertising and hiring process for a replacement officer to be hired in January 2020.

A motion was made by David W. Sweigart, III and seconded by John E. Martin, II to start the process of advertising to hire for a replacement officer in January 2020. All other members voted in favor of the motion.

8) NRLCPD Christmas Party:

Chief Mayberry asked the Police Commission if they would like to have the annual Department Christmas Party. The Commission indicated they would like to have the annual Christmas Party at Hennigan's on December 14.

9) NRLCPC 2020 Budget:

Mr. Richard Forry noted there was a 2.69% increase in the overall budget. Mount Joy Township's total commitment will be \$2,004,337 and West Donegal Township's total commitment will be \$1,627,366. Mr. Forry noted health insurance increased 2.5% and worker's compensation premiums decreased. Mr. Forry requested approval for the following items:

- a. Approve the appropriation of \$60,000.00 to be transferred to and placed in the NRLCPC Capital Reserve Fund during Year 2020.
- b. Approve the appropriation of \$62,400.00 to be transferred to and placed in the NRLCPC Accrued Compensated Absences Fund during Year 2020.
- c. Approve the proposed municipal funding percentage of the NRLCPC Year 2020 Budget as presented.
- d. Take action relative to the proposed NRLCPC Year 2020 Budget.

A motion was made by David W. Sweigart, III and seconded by John E. Martin, II to approve items a. through d. of the NRLCPC 2020 Budget as presented. All other members voted in favor of the motion.

10) Advisements:

- The NRLCPD 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 NRLCPD is participating in the Pink Patch Program with participating officers wearing a Pink Police Department Patch during the month of October. The NRLCPD is selling the Pink Patches for \$10 each with proceeds donated to the Suzanne H. Arnold Center for Breast Health.
- Officers from the NRLCPD would like to participate in the Beard for Brothers Event which is from November through the month of December. The NRLCPD would like to join other Lancaster County Police Departments in the event and would need to donate \$100 to participate through December. Commissioners agreed. Officer Gavin C. Kline is taking the lead for our Department and donations are given to officers or families of officers who are suffering from cancer.
- The NRLCPD will be participating in the next Aggressive Driving Wave scheduled from October 21, 2019 to November 17, 2019. We have been allocated \$1,600.00 for enforcement.
- Detective Charles A. Tobias completed a one-week Homicide Investigation Training at the Pennsylvania State Police Headquarters.
- Officer Carl J. Bergmark completed a two-week Accident Investigation Training.
- Officer Frank Jones made arrangements with Planet Fitness who donated fitness equipment to the Department.

11) Correspondence:

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

12) Other Business: None

- 13) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, November 26, 2019 beginning at 7:00 P.M., at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

14) Adjournment:

A motion was made by John E. Martin, II and seconded by David W. Sweigart, III to adjourn the meeting at 7:45 P.M.

Respectfully submitted,

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