

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on January 28, 2020**

- 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 – Douglas A. Hottenstein; David W. Sweigart, III; Kevin M. Baker; Eric W. Kreider; and Debra E. Dupler. Absent: None.
- 3) Reorganization of the Commission:

A motion was made by David W. Sweigart, III and seconded by Douglas A. Hottenstein to appoint Debra E. Dupler as Chair. All members voted in favor of the motion.

A motion was made by David W. Sweigart, III and seconded by Douglas A. Hottenstein to appoint Eric W. Kreider as Vice Chair. All members voted in favor of the motion.

A motion was made by David W. Sweigart, III and seconded by Douglas A. Hottenstein to appoint Richard E. Forry as Secretary/Treasurer. All members voted in favor of the motion.
- 4) Public Comment: None.
- 5) Consent Calendar:
 - a. Approval and ratification of the minutes of the December 17, 2019 meeting.
 - b. Accept and ratify 1) the Treasurer's Report for the period of December 1, 2019 through December 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 #01-2020 in the amount of \$ 35,753.55; Bill List #02-2020 in the amount of \$ 40,539.52; and ratify payment of all payrolls for the period of December 7, 2019 through January 17, 2020, inclusive, in the amount of \$272,689.86, which represents three (3) pay periods.

A motion was made by David W. Sweigart, III and seconded by Douglas A. Hottenstein to approve items a. through c. of the Consent Calendar as presented. All other members voted in favor of the motion.
- 6) Sale of 2013 Ford SUV:

Chief Mark Mayberry noted that the new SUV has been ordered and should arrive soon. West Donegal Township has expressed interest in purchasing the 2013 Ford SUV. Hondru gave a trade-in quote for \$3,000 and West Donegal Township has offered a written quote of \$4,000. (dated January 7, 2020). Decals and equipment will be removed.

A motion was made by David W. Sweigart, III and seconded by Kevin M. Baker to accept the offer of \$4,000. from West Donegal Township for purchase of the 2013 Ford SUV. All other members voted in favor of the motion.
- 7) Aggressive Driving and Buckle Up Programs:

Chief Mayberry indicated the NRLCPD has participated in the Aggressive Driving program for approximately 12 years and at this time would need to renew the grant application in order to continue to participate in the Aggressive Driving and Buckle Up program funding.

A motion was made by David W. Sweigart, III and seconded by Douglas A. Hottenstein to authorize NRLCPD's continued participation in the Aggressive Driving and Buckle Up programs.
- 8) Sergeant Promotion Process:

Chief Mayberry reported that with the retirement of Sergeant George the Department is now short a Sergeant and requested approval to start the process of selecting someone to fill the Sergeant position. The first part of the process will be to find out if anyone is interested in taking on this responsibility, get the test information and then a certain amount of time will be given to study. A written and oral test would then be administered.

A motion was made by Eric W. Kreider and seconded by David W. Sweigart, III to authorize beginning the process of selecting someone to fill the Sergeant position. All other members voted in favor of the motion.

9) Hiring of Police Officer:

Chief Mayberry indicated the Detectives had done background investigations on some very good applicants and requested approval to hire a police officer within the next 2-3 weeks. Chief Mayberry noted both applicants being considered are full-time certified officers with experience, have been on the job for approximately 3-5 years and requested they be hired at the Patrolman 1 pay grade.

A motion was made by Kevin M. Baker and seconded by David W. Sweigart, III to authorize the hiring of a police officer who is currently a certified officer and compensate the newly hired officer at the Patrolman 1 pay grade. All other members voted in favor of the motion.

10) Presentation to Retired Sergeant Daniel L. George, Jr.:

Chief Mark E. Mayberry presented retired Sergeant Daniel L. George, Jr. with a framed department patch and badge collection from the Northwest Regional Police Commission and NWRPD. Commissioner Debra E. Dupler presented the Citations received from Senator Ryan P. Aument and Representative David S. Hickernell to retired Sergeant Daniel L. George, Jr. for his 27 years of dedicated service. Chief Mayberry noted that Sergeant Dan George was the first Sergeant at the NRLCPD and has been a pillar within the Department.

11) Advisements:

- Officer Frank M. Jones, III completed a 40-hour FBI Basic Hostage Negotiation Training Course.
- Officers Tyler R. Seidel and Seth A. Arnold completed a one-day Deceptive Behavior Training Course.

12) Correspondence:

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

13) Other Business: None

14) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, February 25, 2020 beginning at 7:00 P.M, at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

15) Adjournment:

A motion was made by Kevin M. Baker and seconded by David W. Sweigart, III to adjourn the meeting at 7:17 P.M.

Respectfully submitted,

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