

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on May 25, 2021**

- 1) Douglas A. Hottenstein called the meeting to order at 7:05 P.M. in the Mount Joy Township Municipal Building, 8853 Elizabethtown Road, Elizabethtown, PA 17022.
- 2) Roll Call: Present – Debra E. Dupler; Ralph F. Horne; Eric W. Kreider; David W. Sweigart, III and Douglas A. Hottenstein. Absent: None.
- 3) Executive Session – An Executive Session was held prior to this meeting to discuss personnel with no action being taken.
- 4) Public Comment: None.
- 5) Consent Calendar:
 - a) Approval and ratification of the minutes of the April 27, 2021 meeting.
 - b) Accept and ratify the Budget Report for the period of January 1, 2021 through April 30, 2021, subject to audit.
 - c) Approve payment of all bills via Bill List #8-2021 in the amount of \$ 19,087.72; Bill List #9-2021 in the amount of \$41,652.00 and ratify payment of all payrolls for the period of March 26, 2021 through April 22, 2021, inclusive, in the amount of \$ 176,149.04, which represents two (2) pay periods.
 - d) Approve Resolution #03-2021 appointing J. Marc Hershey as Secretary/Treasurer and Lisa S. Heilner as Assistant Secretary/Treasurer.

A motion was made by Debra E. Dupler and seconded by Ralph F. Horne to approve items a. through d. of the Consent Calendar as presented. All other members voted in favor of the motion.

6) Purchase of Police Cruiser:

Chief Mark Mayberry presented the quotes received for a 2021 Dodge Charger indicating the V-8 chargers are not available with all-wheel drive. A V-6 all-wheel drive is available for an additional \$2,000 and recommended staying with a V-8 due to the good track record the Department has had with those vehicles. Durango's cannot be ordered due to a chip shortage. Once ordered, it could take 6 months before it can be added to the fleet. After some discussion, the Commission agreed to the purchase of one cruiser.

A motion was made by Debra E. Dupler and seconded by Ralph F. Horne to approve the purchase of one 2021 Dodge Charger V-8 rear-wheel drive. All other members voted in favor of the motion.

7) Officer of the Year:

Chief Mayberry reported Brad Redinger was voted Officer of the Year and a presentation will be made at the June meeting.

8) Officer Evan Bigler

Chief Mayberry introduced Officer Samuel Evan Bigler to the Commissioners. Officer Bigler grew up in Millersville and was previously a police officer with Elizabethtown Borough. Chief Mayberry reported Officer Bigler started last Monday and is ready to be on his own.

9) Plaque in Memory of Richard Forry

Chief Mayberry noted what a huge asset and supporter for the Police Department Richard Forry had been and requested permission to place a plaque in the lobby commemorating his memory and dedication. The Commission agreed.

10) Scholarship – NWRP Association

Officer Aaron McCoy presented information to the Commission on a scholarship funded by the Northwest Regional Police Association. The scholarship is for anyone living within the Townships, graduating from high school and has an interest in a law enforcement career. This year the scholarship was offered through the NWRPD website as well as the Township's websites. Officer Frank Jones presented the 2021 Northwest Regional Police Officer Association Scholarship to Olivia Hauck. Ms. Hauck is graduating from Elizabethtown High School, is interested in pursuing a law enforcement career and will be attending LaSalle University in the fall.

11) Benecon

A motion was made by David W. Sweigart, III and seconded by Ralph F. Horne to enter into a 42-month agreement waiving the 90-day waiting period with Benecon contingent upon approval by the Northwest Regional Police Association with an initial policy term of July 1, 2021 to December 31, 2022 and further designating the Secretary/Treasurer as an authorized individual to sign the necessary insurance documents. All other members voted in favor of the motion.

12) Resolution #04-2021

Mr. Marc Hershey indicated a resolution needs to be approved by the Commission to join with other political subdivisions as a member of the Intergovernmental Insurance Cooperative.

A motion was made by Debra E. Dupler and seconded by Eric Kreider to adopt Resolution No. 04-2021 approving joining with other political subdivisions as a member of the Intergovernmental Insurance Cooperative. All other members voted in favor of the motion.

13) Designated Signatories – Benecon/IIC Trust

Mr. Hershey reported the Commission needs a designation of at least two individuals as signatories for the related insurance Benecon/Intergovernmental Insurance Cooperative Trust account.

A motion was made by David W. Sweigart, III and seconded by Eric W. Kreider appoint Debra E. Dupler, Lisa S. Heilner, Marc Hershey and Mark E. Mayberry as designated signatories of the Benecon/Intergovernmental Insurance Cooperative Trust account. All other members voted in favor of the motion.

14) Modified Cash Basis Accounting

Mr. Hershey indicated this item was tabled at the April meeting and continues to recommend a modified cash basis accounting with the modification being adjusting the Accrual Absence Fund calculating vacation and sick time banks accruing for the liability of those accounts. White Rudy recommends making this effective December 31, 2020.

A motion was made by Debra E. Dupler and seconded by Ralph F. Horne to change the NWRPD accounting from accrual to a modified cash basis accounting system effective for fiscal year ending December 31, 2020. All other members voted in favor of the motion.

15) Pension Fund

Mr. Hershey reported Morgan Stanley is the current asset manager of the Pension Fund with a management fee of .07 to .12% which came to \$115,000 in 2020 and asked if the Commission would like to solicit proposals from other asset managers of pension funds. Commission agreed proposals could be solicited.

16) Advisements:

- Officer Brad Redinger attended a three-day IACP Technology conference.
- Sergeant Mike Bryant attended a two-week Police Executive Leadership Training Course (POLEX) through Penn State.
- Officers Carl Bergmark, Daniel Gordon, Aaron McCoy, Frank Ember, Jr., Michael Shetter, Seth Arnold, Gavin Kline and Detective Charles A. Tobias attended a one-day Law Enforcement Active Diffusion Strategies Certification Training.
- Audit Engagement Letter with White Rudy and Company for the 2020 Audit was completed May 17, 2021.
- CD Rates through PLGIT are .2% and \$150,000 of the Accrued Comp Fund was transferred to PLGIT
- White Rudy and Company will be attending the June 22, 2021 meeting to present the 2020 Audit results.

17) Correspondence:

- a. Calls for Service – April 2021.
- b. Police Activity Report – April 2021.
- c. Overtime Report – April 2021.
- d. Police Cruiser Mileage Chart – April 2021.

18) Other Business: Chief Mayberry reported the Department was awarded a Buckle-Up grant of \$4,800 that runs until June 6, 2021. National Night Out will be held August 3, 2021 at the West Donegal Township municipal building. The Department is interested in holding a Cones with a Cop event at Twin Kiss, Udder Bliss or Rita's in June, July, and August for 2 nights a month where you could have an ice cream with an officer.

19) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, June 22, 2021 beginning at 7:00 P.M, at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

20) Adjournment:

A motion was made by Ralph F. Horne and seconded by Eric W. Kreider to adjourn the meeting at 7:37 P.M. All other members voted in favor of the motion.

Respectfully submitted,

Lisa Heilner
Assistant Secretary/Treasurer
Northwest Regional Lancaster
County Police Commission