

Northwest Regional Lancaster County Police Commission
8855 Elizabethtown Road
Elizabethtown, PA 17022

Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on June 22, 2021

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, Ralph Horne, Eric Kreider and Debra E. Dupler. Absent: Douglas A. Hottenstein.
3. Public Comment: None.
4. Consent Calendar:
 - a. Approval and ratification of the minutes of the May 25, 2021 meeting as amended. Under Item #11 it should read, "A motion was made by David W. Sweigart, III and seconded by Ralph F. Horne to enter into a 42-month agreement with Benecon, contingent upon approval by the Northwest Regional Police Association waiving the 90-day notice requirement, with an initial rate in effect from 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.
 - b. Accept and ratify the Treasurer's Report for the period of January 1 through May 31, 2021, subject to audit.
 - c. Approve payment of all bills via Bill List #10-2021 in the amount of \$25,567.86; Bill List #11 in the amount of \$38,709.49; ratify payment of all payrolls for the period of May 6 and May 20 inclusive, in the amount of \$156,335.99, which represents two (2) pay periods.

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

5. New Business:

a. Officer of the Year Presentation:

Chief Mark Mayberry presented the Officer of the Year Presentation to Officer Brad Redinger. Officer Redinger has received the DUI Top Gun Award in both 2019 and 2020. He maintains the Departments IT systems, both in car and in the station. He has been instrumental in the transition to TRACS/Mobile Cop and is overseeing the Body Camera program. Congratulations were extended to Officer Brad Redinger.

b. NRLCPC Year 2020 Audit:

Mr. Philip O. Rudy, CPA and Shawn Carl of White, Rudy LLC were in attendance to present the NRLCPC Year 2020 Audit. Phil and Shawn previously met with Debra Dupler, Doug Hottenstein, Marc Hershey and Chief Mayberry on June 11, 2021 for an initial review of the audit. Mr. Rudy mentioned that effective 2020, the accounting process transitioned from a modified accrual basis to a modified cash basis (with the exception of the accrued absences fund). Mr. Rudy expects this change to streamline and simplify many of the accounting procedures. He recommended considering electronic deposits from both West Donegal Township and Mount Joy Township for the monthly police services payments. A copy of the full audit was given to each of the Commissioners.

A motion was made by Ralph Horne and seconded by David W. Sweigart, III to approve the 2020 Audit as presented. All members present voted in favor of the motion.

c. Pension Fund Management:

Marc Hershey noted that the Pension Fund is currently being managed by Morgan Stanley at a cost between \$110,000 and \$120,000 per year. Mr. Hershey received a proposal from DDMP, a local firm and they submitted a proposal to manage the fund at .75 points for a cost of \$86,000 per year, resulting in a savings of \$60,000 in management fees. It was noted that the pension fund policy has not been updated since 2007. Marc also discussed looking into an accounting firm to handle the aspects of deposits and tax payments for the pensioners.

A motion was made by Ralph Horne and seconded by David W. Sweigart, III to move from Morgan Stanley to DDMP to manage our pension fund portfolio. All members present voted in favor of the motion.

d. Budget Timeline discussion:

Mr. Hershey reported that if possible, he would like to present the first draft of the 2022 budget to the Commission in August and possibly a final approval at the September meeting.

6. Insurance Update:

Mr. Hershey reported to the Commission that the transition from Capital Blue Cross to Highmark/Benecon is set for July 1, 2021. There is no update on the dental/vision piece of insurance at this time.

7. Old Business:

- a. Chief Mayberry advised the Commissioners that the 2021 Dodge Charger approved at the May meeting has been ordered. At this time there is no timeline for its arrival.
- b. The plaque in memory of Richard E. Forry arrived from Hershey Trophies and was shown to the Commission. It will be hung in the lobby of the police station.
- c. The Watch Guard Body Cameras have been ordered and it is estimated the delivery will occur in five to seven weeks. The \$11,000 matching grant was received. Ten cameras were ordered and recently an additional one was ordered for Officer Seidel, purchased with funds from the K9 account.

8. Advisements:

- Senator Ryan Aument participated in a ride along with Officer Brad Redinger on June 11, 2021.
- Officer Danny Gordon and Officer Kris Hart participated in a four-day Active Shooter Instructor School. The course was provided by the National Tactical Officers Association.
- The first "Cones With A Cop" was very well received from the community. It was held at the Elizabethtown Rita's on June 16 and 193 coupons for free treats were handed out. The next one will be held on June 30, also at Rita's. Two events will be held in July at Udder Bliss, located in Mount Joy Township. Two more will be scheduled in August, times and dates to be announced.

9. Correspondence:

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

10. Other Business: Chief Mayberry announced to the Commissioners that he filled out paperwork in February of 2021 to enter the DROP Program. Due to the illness and passing of Rich Forry, the paperwork was not processed until recently. He emphasized that his intentions are to complete the full five year fulfillment and to retire in 2026.

11. Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, July 27, 2021 beginning at 7:00 P.M., at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

12. A motion was made by David W. Sweigart, III and seconded by Ralph Horne to adjourn the meeting at 7:52 p.m.

Respectfully submitted,

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