

**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 July 27, 2021**

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 – Debra E. Dupler, Ralph Horne, Douglas A. Hottenstein and David W. Sweigart III. Absent: Eric Kreider.
3. Public Comment:  
Det. Kenneth Henry inquired as to what led to the decision to switch pension management firms from Morgan Stanley to Raymond James. He asked if the pension board had been convened to discuss it. Marc Hershey explained the rationale behind the decision to make the switch. The decision was made based on significant fee savings as well as a customer service aspect. Research will be conducted by Lisa Heilner as to the origin and history of the Pension Committee/Board.
4. Consent Calendar:
  - a. Approval and ratification of the minutes of the June 22, 2021 meeting.
  - b. Accept and ratify the Treasurer’s Report for the period of January 1 through June 30, 2021, subject to audit.
  - c. Approve payment of all bills via Bill List #12-2021 in the amount of \$12,433.92; Bill List #13 in the amount of \$52,073.50; ratify payment of all payrolls for the period of 6-3-2021 and 6-17-2021 inclusive, in the amount of \$165,086.67, which represents two (2) pay periods.
  - d. Accept the resignation of Grace Miller, part-time secretary, effective July 31, 2021.
  - e. Ratify approval for PAYCOM as the Commission’s payroll service provider effective with the 8/12/21 payroll.
  - f. Authorize a Resolution with DDMP/Raymond James for the Commission Pension Fund

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

5. New Business:
  - a. Officer Frank Jones introduced Gabrielle Walsh, recipient of the 2021 Mount Joy Township Police Association Scholarship. Ms. Walsh intends to pursue a career in law enforcement.
  - b. Chief Mayberry asked for approval to use local Fire Police for traffic control at this year’s National Night Out. Previously, a donation was given to the Fire Police organization in appreciation for their service at the event. A motion was made by Debra E. Dupler and seconded by Ralph Horne to approve the use of Fire Police and to make a donation to same up to \$1500. All members present voted in favor of the motion.
  - c. Microsoft Licensing/E-mail Exchange and the equipment needed was discussed. Within the next year, our e-mail exchange with Lancaster County will be terminated and will be transferred to in house management. Chief Mayberry outlined some of the costs involved in this transfer. After some discussion, it was recommended to table this item until the August meeting when Officer Brad Redinger, who handles the department’s IT issues can be in attendance.
6. Insurance Update:  
Mr. Hershey reported to the Commission that the transition from Capital Blue Cross to Highmark/Benecon has been completed and is in place effective July 1.
7. Advisements:
  - a. Chief Mayberry informed the Commission that Officer Kris Hart, who is a member of the Lancaster County SERT team has been selected to attend the yearly NTOA conference being held in Kansas City, September 12 through 17. All expenses are being paid by the County SERT.
  - b. Cones With A Cop – Chief Mayberry reported that the two July events are being held at Udder Bliss. The July 14<sup>th</sup> event was very well attended. Two events will be held in August, one at Rita’s and one at Udder Bliss.

- c. Chief Mayberry reminded the Commission that National Night Out is coming up on August 3, 2021, from 6 to 9 p.m. It will be held at the West Donegal Township municipal grounds.
- d. Officer Shetter is planning another community event – Cool Off With A Cop, that will be held on Thursday, August 19 from 1 to 4 p.m. He has made arrangements to obtain a water slide which will be set up at West Donegal Township.

Marc Hershey questioned whether or not it has been discussed holding National Night Out at the Elizabethtown Fairgrounds. Chief Mayberry responded that he believed it had been discussed in the past and that it would be a good idea to bring it up for discussion again.

8. Correspondence:

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

9. Other Business: Debra Dupler commented on the sensitivity and professionalism shown by several of the officers on a recent call involving the death of a resident in her neighborhood.
10. Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, August 24, 2021 beginning at 7:00 P.M., at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.
11. A motion was made by David W. Sweigart, III and seconded by Ralph Horne to adjourn the meeting at 7:52 p.m.
12. An Executive meeting was held immediately following the meeting to discuss personnel issues.

Respectfully submitted,

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