

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 November 30, 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, Douglas A. Hottenstein, Eric Kreider, David W. Sweigart III. Ralph Horne was absent.
3. Public Comment: None
4. Consent Calendar:
 - a. Approval and ratification of the minutes of the October 26, 2021 meeting.
 - b. Accept and ratify the Treasurer’s Report for the period of January 1 through October 31, 2021, subject to audit.
 - c. Approve payment of all bills via Bill List #21-2021 in the amount of \$19,287.32 and Bill List #22-2021 in the amount of \$48,536.62; ratify payment of all payrolls for the period of 10-7-2021 and 10-21-2021 inclusive, in the amount of \$167,608.19, which represents two (2) pay periods.
 - d. Raymond James Pension Account summary from August 31 to October 29, 2021.

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

5. Old Business:
 - a. Chief Mayberry reported that the two tasers ordered last month have been received and placed in service.
6. New Business:
 - a. James McCurdy and Sean Dolan from DDMP Investment Advisors were present to discuss their investment strategies and philosophies. Jim advised they are working to finalize an investment policy statement and right now the target is about 8% for the long term. He related that historically, that is a reasonable expectation due to the success of the equity market. Looking forward, he suggested that 6.5 or possibly 7% is a reasonable number in a balanced portfolio. Treasurer Marc Hershey recommended using 6.75% and re-evaluating every six months to see if anything should be changed. A motion was made by David Sweigart III and seconded by Debra Dupler to approve the target of 6.75 with a 65/35 investment split. All members present voted in favor of the motion. DDMP will follow up in six months to evaluate the current status.
 - b. Back Up Internet Provider. Chief Mayberry discussed recent weather events which resulted in the loss of internet service to the Department. Officer Redinger prepared a proposal for a back up internet provider, a Cradlepoint E300 Series Enterprise Router \$1,499.99 with miscellaneous antennas, etc - \$317; Cisco Router Upgrade \$39, for a total cost of \$1,855.99. Monthly cost for the back up internet would be \$36.99 for unlimited data; Static IP address (two) \$6.00; total monthly cost \$42.99. The department would receive the benefit of uninterrupted internet service for station and vehicles. The department would remain connected in the event of a Comcast outage to CODY, Mobile Cop and internet. After some discussion, a motion was made by David Sweigart III, seconded by Eric Kreider to purchase the above equipment. All members present voted in favor of the motion.
 - c. Chief Mayberry presented information provided by Officer Redinger for the purchase of Office 2021 Home and Business (30) at \$230 each, total \$6,900. A license would be provided for each of the 30 computers. Software will be supported by Microsoft until October 2026. A motion was made by David Sweigart III and seconded by Debra Dupler to purchase the above listed equipment. All members present voted in favor of the motion.
 - d. Chief Mayberry asked the Commission to consider moving the date for the December meeting due to him being out of town. Commissioner Hottenstein stated he would also be out of town. There was discussion regarding not having a December meeting unless a pressing agenda item would arise. The consensus at the time was to leave the December 28 date on the schedule and evaluate the need for a meeting the week prior.
 - e. Chief Mayberry reported that the Department raised \$1,317 for the Pink Patch Program. Officer Carl Bergmark and Officer Dan Gordon were responsible for coordinating this program. Beards for Brothers raised \$1,200 and Officer Kline coordinated this program.

7. Correspondence:

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

8. Other Business:

a. Chief Mayberry reported that the Dodge Charger ordered last May is still has not been built. He has no idea when the car may be manufactured. He received information that the 2022 Dodge Charger will be a V6. That is the only Dodge Charger that will be available moving forward. The price from 2021 to 2022 went up \$8000. He obtained information on the Ford SUV Police Package for 2022 that can be ordered and production was scheduled to begin in November with 18-20 weeks for delivery. After some discussion it was decided by the Commission to have the Chief use his discretion with the Dodge already ordered and to order the vehicle, he deems most appropriate for 2022.

b. Treasurer Marc Hershey explained that with the end of the year payroll cycle there is a split between 2021 pay rates and 2022 pay rates. He asked for permission for the pay date to follow the amount of the pay rate. For this year, the pay raise would be effective December 25 since that is the start of the new pay period instead of waiting until January 1 eliminating the need to split pay rates. The budget was built on 26 pay cycles which would still be the case. The consensus among the board was to follow Marc's recommendation.

The Department Christmas Party was discussed. At this point there are not enough people signed up to have the party at Hennigans. 50 people are required for the room and at this point only 26 are signed up.

The next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on December 28, 2021 beginning at 7:00 p.m. at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

A motion was made by Debra Dupler, seconded by Eric Kreider to adjourn the meeting at 8:05 p.m. All those present voted in favor of the motion.

Respectfully submitted,

Lisa S Heilner
Assistant Treasurer/Secretary
Northwest Regional Police Commission