

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 January 25, 2022

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, Kevin Baker
3. Reorganization of the Commission:
 - a. David W. Sweigart III made a motion, seconded by Eric Kreider to appoint Debra E. Dupler as Chair. All members present voted in favor of the motion.
 - b. David W. Sweigart III made a motion, seconded by Douglas A. Hottenstein to appoint Eric Kreider as Vice-Chair. All members present voted in favor of the motion.
 - c. David W. Sweigart III made a motion, seconded by Kevin Baker to appoint J. Marc Hershey as Secretary/Treasurer. All members present voted in favor of the motion.
 - d. David W. Sweigart III made a motion, seconded by Douglas A. Hottenstein to appoint Lisa S. Heilner as Assistant Treasurer/Secretary. All members present voted in favor of the motion.
4. Public Comment: None
5. Consent Calendar:
 - a. Approval and ratification of the minutes of the November 30, 2021 meeting.
 - b. Accept and ratify the Treasurer’s Report for the period of January 1 through December 31, 2021, subject to audit.
 - c. Approve payment of all bills via Bill List #23-2021 through Bill List #28-2021 in the amount of \$123,809.64; ratify payment of all payrolls for the period of 11-04-2021 through 12-31-2021 inclusive, in the amount of \$423,760.36 which represents five (5) pay periods.
 - d. Raymond James Pension Account summary from October 29 to December 31, 2021
 - e. Resolution 1 of 2022, regarding the Uniformed Pension Plan

A motion was made by Kevin Baker and seconded by Douglas A. Hottenstein to approve items a. through e. of the Consent Calendar as presented. All members present voted in favor of the motion.
6. Old Business:
 - a. Chief Mayberry reported the 2021 Dodge Charger ordered in May has arrived and has been taken to Wolf Pack for graphics. Next it will go to 911 Rapid Response for the computer and radio equipment to be installed. The 2017 Dodge Charger that is being replaced with the new car will be traded into Hondru Dodge for \$7500. A 2022 Ford Utility vehicle was ordered from Whitmoyer Ford in December 2021. The estimated delivery is 18 to 20 weeks.
 - b. Chief Mayberry told the Commission that the back up installation for the internet is completed for inside the station. Officer Redinger is still waiting for a piece of equipment from Verizon to get the back-up installed in the cruisers. This supports CODY and Mobile Cop both inside and outside of the station.
7. New Business:
 - a. An engagement letter from White Rudy was included in the meeting materials given to the Commissioners. Marc Hershey explained that this is a review year, not an audit year. The review will begin sometime after May 2. A motion was made by Kevin Baker to accept and sign the engagement letter. The motion was seconded by David W. Sweigart III. All members present voted in favor of the motion.
 - b. Uniformed Pension MMO Update – Marc Hershey explained that as a continuation from the last commission meeting, the MMO estimate for last year versus what we contributed was about \$1000 less. The Act 205 report will be done by March 31.
 - c. Chief Mayberry requested permission to purchase two squad room computers. The replacement is part of a scheduled rotation for the squad room computers. There are 4 computers in the squad room. Two were previously replaced, and two will be replaced this year. This purchase is funded in 2022 budget. A motion was made by Eric

Kreider, seconded by David W. Sweigart III to purchase the two computers at a cost of \$1,860.82. All members present voted in favor of the motion.

8. Advisements

- a. Officer Abby Shaeffer attended De-Escalation Training on November 14, and Perception of Danger Training on November 15.
- b. Officer Seth Arnold and Det. Aaron McCoy attended a one-day Use of Force Training. This training was necessary as per MPOETC in order for them to serve as trainers for the Department.

9. Correspondence:

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

8. Other Business:

Debra A. Dupler announced that an executive session will be held immediately following the meeting to discuss personnel business. Any action taken during this meeting will be discussed at the next regular meeting.

The next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on February 22, 2022 beginning at 7:00 p.m. at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

A motion was made by Doug Hottenstein, seconded by Kevin Baker to adjourn the meeting at 7:11 p.m. All those present voted in favor of the motion.

Respectfully submitted,

Lisa S Heilner
Assistant Treasurer/Secretary
Northwest Regional Police Commission