

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 February 22, 2022

1. Debra E. Dupler called the meeting to order at 7:05 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 – Debra E. Dupler, Douglas A. Hottenstein, Eric Kreider, David W. Sweigart III, Kevin Baker
3. Public Comment: None
4. Consent Calendar:
 - a. Approval and ratification of the minutes of the January 25, 2022 meeting.
 - b. Accept and ratify the Treasurer’s Report for the period of January 1 through January 31, 2022, subject to audit.
 - c. Approve payment of all bills via Bill List #1-2022 in the amount of \$25,983.40 and Bill List #2-2022 in the amount of \$15,100.36; ratify payment for payrolls for the period of 1-13-2022 and 1-27-2022, in the amount of \$189,944.03 inclusive, which represents two (2) pay periods.
 - d. Raymond James Pension Account summary from January 1 through January 31, 2022.
 - e. Approve, ratify and confirm payment of the “separation payment” to Mrs. Tracy C. King as set forth in the memorandum from the Commission’s Secretary/Treasurer dated February 15, 2022.
 - f. Acknowledge receipt of the Actuarial Valuation as of January 1, 2021 from Conrad Siegel

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

5. Old Business:
 - a. Chief Mayberry reported that the new patrol room computers have been ordered, installed and are up and running. The Department e-mail has been migrated from Lancaster County IT to our Microsoft in house e-mails. Officer Redinger has been working on all these issues.
 - b. The new Dodge Charger is at 911 Rapid Response. They are still waiting for the arrival of items in order to complete the outfitting of the new cruiser. Items are expected to ship 2/24/22.
6. New Business:
 - a. A discussion was held regarding the hiring of a new administrative assistant to replace Tracy King. David W. Sweigart III made the motion to proceed with the hiring, seconded by Kevin Baker. All members voted in favor of the motion.
7. Advisements
 - a. Chief Mayberry reported that the Elizabethtown American Legion, Conewago Post 329 made a donation in the amount of \$1500. The donation is generally earmarked for a specific type of equipment purchase. Last year’s donation was used toward the drone program. The Chief recommended the donation be reserved to be used towards optics for the Department’s pistols. Debra Dupler asked what the total cost will be for that project. Chief Mayberry responded that he has not gotten specific quotes at this point.
 - b. Officer Frank Jones attended a two day Mental Health/Suicide Course for First Responders. This course was paid for by the FOP.
8. Correspondence:
 - a. Calls for Service - January 2022
 - b. Police Activity Report – January 2022
 - c. Overtime Report – January 2022
 - d. Police Cruiser Mileage Chart – January 2022

9. Other Business:

Chief Mayberry informed the Commission that the newly installed back up internet is now working both inside the station and in the cruisers.

Debra A. Dupler announced that an executive session was held immediately before and also following the meeting to discuss personnel business. Any action taken during these 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 March 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 Kevin Baker, seconded by David W. Sweigart III to adjourn the meeting at 7:12 p.m. All those present voted in favor of the motion.

Respectfully submitted,

Lisa S Heilner
Assistant Treasurer/Secretary
Northwest Regional Police Commission