

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 March 22, 2022

1. Debra E. Dupler called the meeting to order at 7:02 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 February 25, 2022 meeting.
 - b. Accept and ratify the Treasurer’s Report for the period of January 1 through February 28, 2022, subject to audit.
 - c. Approve payment of all bills via Bill List # 3,4,5,6 and 7, 2022 in the amount of \$73,990.70; ratify payment of all payrolls for 2-10-2022 and 2-24-2022, in the amount of \$191,046.99, which represents two (2) pay periods.
 - d. Raymond James Pension Account summary from January 1 through February 28, 2022.

A motion was made by Kevin Baker and seconded by David W. Sweigart III 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 new 2021 Dodge Charger is now outfitted and placed in service.
6. New Business:
 - a. Chief Mayberry reported that a Police Interceptor was ordered in December, with a 20 week wait for delivery. Since it is unknown when that will arrive, he asked for approval to order the budgeted 2022 Ford Police Interceptor AWD Utility vehicle. There is also a 20-week delivery window on this vehicle however Whitmoyer was hoping to somehow coordinate this vehicle with the previously ordered one. David W. Sweigart III made a motion, seconded by Kevin Baker to approve ordering the 2022 Police Interceptor. All those present voted in favor of the motion
 - b. Chief Mayberry reported that the old VASCAR Plus speed timing device, which is approximately 30 years old, has become inoperable and needs to be replaced. The Department has received a quote on a new V-Spec 9906 speed timing device for \$897.50. After some discussion, Doug Hottenstein made a motion, seconded by David W. Sweigart III to purchase the V-Spec 9906 speed timing device. All those present voted in favor of the motion.
 - c. Chief Mayberry informed the Commission that the Department antivirus/patch management software subscription is up for renewal March 28, 2022. There is a \$757 savings if renewed for three years versus one year. Doug Hottenstein made a motion, seconded by Kevin Baker to purchase the three-year renewal subscription. All those present voted in favor of the motion.
 - d. A motion was made by Kevin Baker, seconded by Eric Kreider to approve and ratify the hiring of Jillian Munafo, as an administrative assistant for the Commission. Her employment will begin March 28, 2022.
7. Advisements
 - a. Sergeant Adam Shope completed a three-day First Line Leadership course.
 - b. Officer Evan Bigler was accepted into the North American Standard Level 1 Inspector Certification Training. This will be conducted by the PA State Police and held from June 6 to June 24.
8. Correspondence:
 - a. Calls for Service - February 2022
 - b. Police Activity Report – February 2022
 - c. Overtime Report – February 2022
 - d. Police Cruiser Mileage Chart – February 2022

9. Other Business:

Chief Mayberry informed the Commission that a Drug Take Back Event will be held on April 30 at the Giant grocery store.

Debra A. Dupler announced that an executive session was 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 April 26, 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 7:25 p.m. All those present voted in favor of the motion.

Respectfully submitted,



Lisa S Heilner

Assistant Treasurer/Secretary
Northwest Regional Police Commission