

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 23, 2024

1. Doug Hottenstein called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building, 8853 Elizabethtown Road, Elizabethtown, PA 17022. Doug Hottenstein led the pledge of allegiance.

Roll Call: Present – Douglas A. Hottenstein, John Rudy, Debra Dupler, David W. Sweigart II and Kevin Baker were in attendance.

2. Organize for Year 2024:

A motion was made by Debra Dupler, seconded by Douglas Hottenstein to appoint Kevin Baker as Chair. All members present voted in favor of the motion.

A motion was made by David Sweigart, seconded by Debra Dupler to appoint Douglas Hottenstein as Vice Chair. All members present voted in favor of the motion.

A motion was made by David Sweigart, seconded by Debra Dupler to appoint J. Marc Hershey as Secretary/Treasurer and Lisa Heilner as Assistant Secretary/Treasurer; appoint Northwest Bank and PLGIT as Financial Institutions; and appoint Morgan, Hallgren, Crosswell & Kane and Eckert Seamans (Labor) as solicitors. All members present voted in favor of the motion.

3. Public Comment: None

4. Consent Calendar:

- a. Approval and ratification of the minutes of the November 28, 2023 meeting.
- b. Accept and ratify the Treasurer's Report for the period of November 30 to December 31, 2023, subject to audit.
- c. Approve payment of all bills via Bill List #25 through #29 in the amount of amount of \$156,447.87; ratify payment of all payrolls for the period of November 2023 through December 2023, inclusive, in the amount of \$456,139.40, which represents five (5) pay periods.
- d. Raymond James Pension Account summary from September 30 to October 31, 2023.
- e. Resolution 1 of 2024 regarding Uniformed Pension Plan

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

5. Old Business: None

6. New Business:

White, Rudy LLC – letter of engagement for 2023 Financial Review. A motion was made by Debra Dupler, seconded by Dave Sweigart to approve signing the letter of engagement for a Financial Audit to be conducted for the year 2023. All members present voted in favor of the motion.

Officer Brad Redinger was in attendance to brief the commission on the 2024 budgeted IT purchases. Department computers are being replaced on a rotating basis. Doug Hottenstein questioned the NinjaOne items. These licenses are being shared with the Elizabethtown Borough Police Department and they will be reimbursing our department for half of the cost. Doug Hottenstein also asked who would back up Officer Redinger in the case of an emergency where he would not be available. Mr. Hottenstein recommended that Officer Redinger look into an outside consultant/IT vendor that could back him up in the event that he would not be available. Officer Redinger said that he would work on setting that up. A motion was made by Debra Dupler, seconded by Douglas Hottenstein to approve the 2024 budgeted IT purchases.

K9 Officer Tyler Seidel was present and gave the Commission an overview of the K9 activities and arrest assists that occurred during 2023.

7. Advisements: None

8. Correspondence:

- a. Calls for Service – November and December 2023
- b. Police Activity Report – November and December 2023
- c. Overtime Report – November and December 2023
- d. Police Cruiser Mileage Chart – November and December 2023

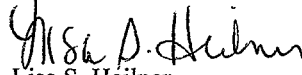
9. Other Business:

Chief Mayberry advised the Commission that he will be having shoulder surgery on February 13.

The next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on February 27, 2024 at 7 p.m. at the Mount Joy Township Municipal Complex.

A motion was made by David Sweigart, seconded by John Rudy to adjourn the meeting at 7:30 p.m. All members voted in favor of the motion.

Respectfully submitted,



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