

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 August 26, 2025

1. Chairman Douglas Hottenstein called the meeting to order at 7:00 P.M. in the Mount Joy Township conference room, 8853 Elizabethtown Road, Elizabethtown, PA 17022. Present were Douglas A. Hottenstein, Kevin Baker, John Rudy, Debra Dupler and Rick Gibble. Also in attendance – Chief Mark Mayberry, Marc Hershey and Lisa Heilner.
2. Public Comment: None.
3. Consent Calendar:
 - a. Approval and ratification of the minutes of the June 24, 2025 meeting.
 - b. Accept and ratify the Treasurer's Report for the period of January 1 through July 31, 2025, subject to audit.
 - c. Approve payment of all bills via Bill List #13 through #19 in the amount of \$170,801.14. Ratify payment of all payrolls for the period of June and July 2025, inclusive, in the amount of \$418,284.15, which represents four (4) pay periods.
 - d. Raymond James Pension Account summary from May 30 to July 31, 2025.

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

4. New Business:

Phil Rudy of White Rudy LLC was in attendance to present the 2024 Audit. Phil commended the budgeting and financial soundness in his report to the Commission. Debra Dupler made a motion, seconded by Kevin Baker to approve the 2024 Audit. All members present voted in favor of the motion.

Ashley Wise from Conrad Siegel was in attendance to present the Actuarial Valuation of the uniformed police pension fund. The pension fund currently is nearly 98% funded. It was recommended that Sean Dolan and Jim McCurdy from Raymond James be in attendance at a meeting in the fall to present a performance review of the pension fund. Debra Dupler made a motion, seconded by Kevin Baker to accept the Actuarial Valuation as presented. All members present voted in favor of the motion.

Sergeant Aaron McCoy spoke about the need for increased security regarding the use of cellular phones for department business, especially information containing sensitive criminal justice data. At the present time, the department has 3 patrol phones, however officers increasingly are using their personal phones to send and receive law enforcement information. In the current climate, the possibility of a personal phone being subpoenaed is an increasing possibility. A quote has been obtained from AT&T to purchase 20 Smartphone 16s and a monthly cost of \$859.80 for the plan. This would be a two-year agreement. Having a phone in the office for administrative use was also recommended. After discussion, Debra Dupler made a motion to approve the purchase of cellular phones and a corresponding plan from FirstNet AT&T for the department. The motion was seconded by John Rudy and all members present voted in favor of the motion.

Sergeant McCoy gave an update to the Commission on the status of drone use in law enforcement. Currently the Department has a DJI drone, however the availability of obtaining batteries, which are made in China, is in jeopardy. The batteries are being blocked upon entrance to the US because they are purportedly manufactured in China using child labor. The federal government is a proponent for the use of Skydeo Drones, which are made in the United States. A Skydeo Drone, purchased through Axon, is currently being sold for approximately \$75,000. Our current DJI drone was purchased for \$14K. It was suggested that Sergeant McCoy attempt to find batteries for our DJI Drone before they are completely unavailable in the United States.

5. Old Business:

Chief Mayberry advised that Security Fence Company has installed the new gate and secure fencing and it is now operational. The secure area has already been used several times.

Cones With A Cop in conjunction with Elizabethtown Borough Police at Udder Bliss has concluded. All three events were successful and well attended.

Chief Mayberry reported that six certified officer applicants have been interviewed, and there are several well qualified applicants.

Tasers have shipped and should be operational in the next several weeks.

Two new Kenwood portable radios have arrived and placed in service.

National Night Out was held on August 5 and was again a very successful and well-run event.

6. Advisements:

- a. Sergeant Adam Shope and Sergeant Seth Arnold are now certified DRONE pilots
- b. NWRPD is approved to participate in the Aggressive Driving Enforcement Program. The wave runs from July 7 to August 17. Our agency was allocated \$2850 for enforcement.
- c. Officer Abby Shaeffer completed her Child Safety Seat recertification.
- d. Officer Tyler Seidel and K9 Arlo did a K9 demonstration at Masonic Village.
- e. Officer Brad Redinger and Detective Chuck Tobias completed a five-day Pennsylvania State Police Profiling Training.
- f. Officer Danny Gordon completed a five-day Vigr Active Shooter Training.

7. Correspondence:

- a. Calls for Service – June and July 2025
- b. Police Activity Report – June and July 2025
- c. Overtime Report – June and July 2025
- d. Police Cruiser Mileage Chart – June and July 2025

8. Other Business: Sergeant McCoy asked about the possibility of the Commission considering adopting a prior service pension buy back option. Marc Hershey will contact Ashley Wise of Conrad Siegel to inquire about the process and costs involved in doing that.

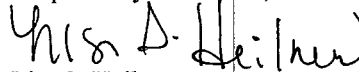
Marc Hershey presented the 2026 MMO paperwork for both the uniformed and non-uniformed pension plans. He reported that the 2026 budget process will begin with a meeting between himself, Sgt. Bryant and Chief Mayberry next week. He will have a first draft budget for the September meeting of the Commission.

The next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held September 23, 2025 at 7 p.m. at the Mount Joy Township Municipal Building.

A motion was made by Kevin Baker, seconded by Rick Gible to adjourn the meeting at 8:26 p.m. All members voted in favor of the motion.

An executive session was held immediately following the meeting. Any official action to be taken based upon discussion will occur at an open public meeting.

Respectfully Submitted,



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