

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 September 23, 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, Sgt. Mike Bryant, and Lisa Heilner.
2. Public Comment: None.
3. Consent Calendar:

- a. Approval and ratification of the minutes of the August 26, 2025 meeting.
- b. Accept and ratify the Treasurer's Report for the period of January 1 through August 31, 2025, subject to audit.
- c. Approve payment of all bills via Bill List #20 through #22 in the amount of \$166,318.12. Ratify payment of all payrolls for the period of August 2025, inclusive, in the amount of \$195,688.19, which represents two (2) pay periods.
- d. Raymond James Pension Account summary from July 31 to August 29, 2025.
- e. NRLCPC Non-Uniformed Employee Pension Plan/Fund – 2026 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2026 Minimum Municipal Obligation Worksheet to the Pennsylvania Municipal Retirement System, P.O. Box 1165, Harrisburg, PA 17108-1154, for non-uniformed employees.
- f. NRLCPC Uniformed Employee Pension Plan/Fund – 2026 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2026 Minimum Municipal Obligation Worksheet to Conrad Siegel Actuaries, 501 Corporate Circle, P.O. Box 5900, Harrisburg, PA 17110-0900, for uniformed employees

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

4. New Business:

Chief Mayberry asked the Commission to approve the hiring of Officer Patrick Giberson and Officer Solomon Myers. Their official start date would be October 10, 2025 when they will be sworn in by District Judge Randall Miller. Debra Dupler made a motion to approve the hiring of Officer Giberson and Officer Myers. The motion was seconded by John Rudy. All members present voted in favor of the motion.

The first draft of the 2026 budget was presented. Treasurer Marc Hershey was unable to be present for the meeting but had e-mailed a memo and the proposed budget to the Commission members. Further discussion and consideration of the budget will continue at the October Commission meeting.

5. Old Business:

Chief Mayberry advised that the Department patrol phones have been ordered and received. The initial quote was \$42.99 per line, per month, however Officer Redinger was able to negotiate a lower price of \$32.99 per line which will result in a savings of \$210 per month for the 21 lines. Total yearly savings will be \$2520.

Advisements:

- a. National Drug Take Back Event will be held on October 26, 2025 from 10 a.m. to 2 p.m. at the Giant Food Store.
- b. Faith & Blue Event will be held on Saturday, October 11 from 11 a.m. to 1 p.m. at the Elizabethtown Grace Church.
- c. Sergeant Aaron McCoy completed a five-day commercial vehicle crash investigation training.
- d. NRPD will be participating in the Pink Patch program. Officers will be wearing a pink department patch in support of Suzanne H. Arold Center for Breast Health. October is Breast Cancer Awareness month.
- e. On September 7th, Officer Carl Bergmark participated in West Hempfield Township Police's car show and Pink Patch event.
- f. Officer Wade Gernert attended a three-day Safe Streets Drug Conference.
- g. Sergeants Arnold, McCoy and Shope attended Police Supervisor In Service Training (POSIT).

h. Officers Cleland, Bergmark and Gordon received medical commendations for actions they took during a cardiac medical event in July 2025.

7. Correspondence:

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

8. Other Business: None.

The next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held October 28, 2025 at 7 p.m. at the Mount Joy Township Municipal Building.

A motion was made by John Rudy, seconded by Rick Gobble to adjourn the meeting at 7:45 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