

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on April 27, 2004**

1. Roger M. Snyder called the meeting to order at 6:30 P.M. in the West Donegal Township Municipal Building at 1 Municipal Drive, Elizabethtown, PA 17022. Mr. Snyder led the pledge of allegiance.
2. Roll call: Present – Roger M. Snyder, Charles W. Ricedorf, Gerald G. Cole and Blaine E. Miller (arrived @ 6:35p.m.). Absent – Stephen J. Speers

Others Present: Charles Kraus, III & Richard E. Forry.

3. Public Comment:

Officer Ken Henry stated that Dave Gebhart should be here within the next week to 10 days to work on the building renovations. Eight months after the merger things are still not done, such as washbowls. Chief Kraus stated that Mr. Gebhart had been given the contract back in March. Officer Henry asked about installing some sort of locking system on the locker room door to keep it secure at all times.

4. Consent Calendar:

The following agenda items will be acted on by a single motion unless any member of the Commission wishes to consider an item separately and for that item to be voted on separately:

- a. Approval and ratification of the minutes of the March 23, 2004 meeting.
- b. Accept and ratify the Treasurer's Report for the period of March 1, 2004 through March 31, 2004, subject to audit.
- c. Approve payment of all bills via Bill List #5-2004 in the amount of \$ 2,925.82, Bill List #6-2004 in the amount of \$ 23,394.52, and Bill List #7-2004 in the amount of \$17,378.79; and ratify payment of all payrolls for the period of March 20, 2004 through April 16, 2004, inclusive, in the amount of \$ 73,010.97, which represents two pay periods.
- d. Accept the resignation of Morris P. DeFrank as a police officer of the Northwest Regional Lancaster County Police Department, authorize the Chair of the Northwest Regional Lancaster County Police Commission to sign the settlement agreement and general release pertaining to the same, and ratify the signing of the same by the Chief of Police of the Northwest Regional Lancaster County Police Department.

Charles W. Ricedorf asked that item “d” be pulled from the consent calendar at this time.

A motion was made by Gerald G. Cole and seconded by Blaine E. Miller to approve items “a, b & c” on the consent calendar as written. All members present voted in favor of this motion.

Item “d” will be discussed during an executive session.

5. Northwest Regional Lancaster County Police Pension Plan/Fund:

Discussion on and, if appropriate, motion to adopt resolution whereby the NRLCPC adopts the Mount Joy Township Police Pension Plan, as amended and restated effective January 1, 2001, and an amendment attached thereto and labeled “Exhibit A”, as the Northwest Regional Lancaster County Police Pension Plan.

A discussion ensued about if this is the best thing for the department since only years of service will apply. An officer’s age does not have any bearing. Chief Kraus explained that if an officer retires after 20 years, the benefit will be prorated. Mr. Ricedorf asked if anyone looked at the

numbers. Chief Kraus was told by Mr. Charles B. Friedlander of Conrad Siegel Actuaries that it is a no-cost benefit. Mr. Friedlander has studied this matter for other groups as well. Chief Kraus feels very few people will go out due to the reduction of benefits. The main concern for Mr. Ricedorf is that he would hate to see the fund dwindle due to early retirement. The Committee and the officers agreed to this prior to the actual merger of the two departments.

A motion was made by Gerald G. Cole and seconded by Blaine E. Miller to adopt Resolution No. 6-2004, whereby the NRLCPC adopts the Mount Joy Township Police Pension Plan, as amended and restated effective January 1, 2001, and an amendment attached thereto and labeled "Exhibit A", as the Northwest Regional Lancaster County Police Pension Plan. All members present voted in favor of the motion.

6. Full-Time Police Officer Vacancy – Hiring a Replacement:

Discussion on and, if appropriate, motion to authorize the Chief of Police to proceed with accepting applications for the hiring of someone to fill the vacancy recently created with the resignation of Mr. Morris P. DeFrank.

West Donegal had received two cop's grants to hire two additional officers. These grants are still in effect and money is still being received from them. Part of the agreement for these grants is that you will maintain a minimum staff and will not fall below that. The department is busy enough to support two more officers. Chief Kraus suggests that the Commission move quickly to advertise these two positions.

A motion was made by Charles W. Ricedorf and seconded by Gerald G. Cole to authorize the Chief of Police to proceed with accepting applications for the hiring of the position of patrol officer. All members present voted in favor of the motion.

7. Elizabethtown Fair – Providing Police Protection:

Discussion on and, if appropriate, motion to take action relative to the providing of police protection at the Elizabethtown Fair by the Northwest Regional Lancaster County Police Department.

The Fair Committee is looking to reduce their costs. They were asking the Elizabethtown Borough Officers to provide protection at no cost to them. Elizabethtown Borough Police said that they may consider it if the Regional Police provide some protection without cost to the Fair Committee. Chief Kraus explained that he had mixed feelings about it. It would be a substantial cost but it does benefit the community. They are looking for officers between the hours of 7:30p.m to 11:00p.m. Mr. Myers from the Fair Committee reported that Elizabethtown and Susquehanna Regional will be sending officers. This year the police force will be cut back slightly. Chief Kraus said that he can have officers at the fair unless there is an emergency somewhere in our area.

A motion was made by Charles W. Ricedorf and seconded by Gerald G. Cole authorizing cooperation with the Elizabethtown Fair Committee on police protection providing the Chief of Police can work out the details with Elizabethtown Borough and Susquehanna Regional Police Departments. All members present voted in favor of the motion.

8. Correspondence:

- a. Police Report – March 2004.
- b. Police Overtime Report – March 2004.
- c. Police Mileage Report – March 2004.

Mr. Ricedorf questioned how the department was doing on overtime compared with the budget. Chief Kraus indicated that it is in excellent shape. At this point the numbers show that the overtime is 7% below budget.

9. Other business.
 - a. Officer Henry reminded the Commission that when talks began about regionalization it was agreed that both departments would come in with eight officers for a total of sixteen. Mount Joy Township came in with only seven officers and West Donegal came in with eight. He feels it is important to hire officers so that the department is fully staffed.
 - b. Over the past several years, Mount Joy Township has allowed the Youth Aid Panel (an alternative method dealing with juveniles who have come in contact with the police for minor crimes) to use the building twice a month for meetings. The Panel is an informal group of citizens that meet with both the victim and offender to work out some type of alternative punishment other than going through the court system. Since the conference room is no longer available they are looking for another location to hold these meetings. The next scheduled meeting is May 11, 2004. Chief Kraus asked if West Donegal Township would be able to provide any rooms. Officer Greg Wahl explained that there are 6 members on a panel and there are two panels. One panel meets from 6:30p.m. – 11:00p.m and the other from 7:00p.m. – 11:00p.m. This is an excellent program.

West Donegal Township will confirm at their next meeting the use of a portion of the basement of West Donegal Township's Municipal building for the Youth Aid Panel monthly meetings.
 - c. Mr. Cole reported that when the renovations were started for the Police Department the contract bid was received. Other renovations were then added to the project, which pushed it over the \$10,000.00 limit. It was suggested that the Northwest Regional Lancaster County Police Commission could fund one of the projects.

A motion was made by Gerald G. Cole and seconded by Blaine E. Miller authorizing the Chief of Police work with Roger Powl, Mount Joy Township Assistant-Administrator, to work out details for building renovations to be completed. All members present voted in favor of the motion.
 - d. Better signage is needed to direct people to the police department.
 - e. On the 3rd Monday of each month and on Election Day all police vehicles should park in the lower parking lot at the Mount Joy Township Municipal Building.

The Chairman called for an executive session to be held at this time. Any official action taken based upon discussions held in Executive Session will occur at an open public meeting.

Charles W. Ricedorf called the meeting back to order.
10. A motion was made by Gerald G. Cole and seconded by Blaine E. Miller to accept item "d" on the consent calendar (Item 4 of the agenda) as written. All members present voted in favor of the motion.
11. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on May 25, 2004, beginning at 6:30 P.M.
12. A motion was made by Gerald G. Cole and seconded by Blaine E. Miller to adjourn the meeting at 8:00 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

Richard E. Forry
Secretary/Treasurer
Northwest Regional Lancaster County Police Commission