

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on January 25, 2005**

1. Roger M. Snyder called the meeting to order at 6:30 P.M. in the Mount Joy Township Municipal Building at 159 Merts Drive, Elizabethtown, PA 17022. Mr. Snyder led the pledge of allegiance.

2. Roll call: Present – Roger M. Snyder, Charles A. Tupper, Gerald G. Cole and Stephen J. Speers.
Absent - Charles W. Ricedorf

Others Present: Charles M. Kraus, III and Richard E. Forry.

3. Welcome new member to the Commission and organize for Year 2005:

Roger M. Snyder welcomed new commission member, Charles A. Tupper.

a. Chairman:

A motion was made by Charles A. Tupper and seconded by Stephen J. Speers to appoint Gerald G. Cole as Chairman for the calendar year 2005. All members present voted in favor of the motion.

b. Vice-Chairman:

A motion was made by Gerald G. Cole and seconded by Stephen J. Speers to appoint Roger M. Snyder as Vice-Chairman for the calendar year 2005. All members present voted in favor of the motion.

c. Secretary/Treasurer:

A motion was made by Roger M. Snyder and seconded by Stephen J. Speers to appoint Richard E. Forry as Secretary/Treasurer for the calendar year 2005. All members present voted in favor of the motion.

4. Public Comment:

No public comment was offered.

5. Consent Calendar:

a. Approval and ratification of the minutes of the December 28, 2004 meeting.

b. Accept and ratify the Treasurer's Report for the period of December 1, 2004 through December 31, 2004, subject to audit.

c. Approve payment of all bills via Bill List #25-2004 in the amount of \$ 13,807.22; and Bill List #26-2004 in the amount of \$ 21,792.54 and ratify payment of all payrolls for the period of December 25, 2004 through January 21, 2005, inclusive, in the amount of \$ 66,811.81, which represents two pay periods.

A motion was made by Roger M. Snyder and seconded by Charles A. Tupper to approve the consent calendar as written. All members present voted in favor of the motion.

6. Evidence Barcode Tracking and Inventory Control System:

Chief Charles M. Kraus, III reported that research began on this item when the regionalization took place and the evidence within the two departments was consolidated. With trials taking up to a year to take place, keeping track of evidence is becoming very time consuming. Officer Gregory Wahl has

researched the Barcode Tracking and Inventory Control System. This system would allow scanning of items as they are received and again when they are being taken out. There were two systems that were checked out. The one system was \$10,000.00. The system that is being recommended is being used by a York County Police Department, which could be purchased for under \$4,000.00. This could be taken out of the Capital Fund. There are no barcode systems available on state contract. Officer Wahl observed the operation of this system and feels comfortable recommending it to the Commission. Mr. Cole questioned if the \$4,000.00 were spent now, would this system be sufficient in the future for the growing police department. Chief Kraus does not feel we will need the "bigger" system anytime soon. Mr. Snyder asked if there is any possibility of obtaining a COPS grant to help cover the cost. Chief Kraus said that he is always looking for grants. The opening for the COPS grants is in February. If a grant is possible, it may be worthwhile getting the "bigger" system. Chief Kraus does not feel the more expensive system is needed. It would tie into the state police but this department does not send a significant amount of evidence to the state police crime lab.

This item was put on hold until the February 22, 2005 meeting.

7. Other business:

- a. The monthly police reports were submitted for review.
 - b. The commission asked how everything went with the snow over the past weekend. Chief Kraus reported that he had not received any complaints. Communications between the police department and the two road departments works very well. Mr. Cole reported that Mount Joy Township has hired Andy Brandt as Roadmaster effective January 31, 2005.
 - c. Officer Frank Ember suggested getting a "side channel" to be used by the police department only. Chief Kraus will check into this matter.
8. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on February 22, 2005, beginning at 6:30 P.M.
9. A motion was made by Roger M. Snyder and seconded by Charles A. Tupper to adjourn the meeting at 6:53 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

Richard E. Forry
Secretary
Northwest Regional Lancaster
County Police Commission