

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on April 26, 2005**

1. Gerald G. Cole 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. Cole led the pledge of allegiance.
2. Roll call: Present – Gerald G. Cole, Charles W. Ricedorf and Charles A. Tupper. Absent – Roger M. Snyder and Stephen J. Speers.

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

3. Public Comment.

No public comment was offered.

4. Announcement by the Chairman:

The Commissioners will hold an Executive Session after tonight's meeting to discuss personnel matters. Any official action taken based upon discussions held in Executive Session will occur at an open public meeting.

5. Consent Calendar:

- a. Approval and ratification of the minutes of the March 22, 2005 meeting.
- b. Accept and ratify the Treasurer's Report for the period of March 1, 2005 through March 31, 2005, subject to audit.
- c. Approve payment of all bills via Bill List #5-2005 in the amount of \$24,862.64; Bill List #6-2005 in the amount of \$9,833.62; and Bill List #7-2005 in the amount of \$13,177.77; and ratify payment of all payrolls for the period of March 19, 2005 through April 15, 2005, inclusive, in the amount of \$80,733.93, which represents two pay periods.
- d. Ratify the hiring of Harry R. Cleland, Jr. as a full-time police patrol officer, effective April 11, 2005, and permit lateral entry into the police department as a "Patrolman 1" who will be compensated at an annual rate of \$43,821.00.

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

6. Presentation of Calendar Year 2004 Audit:

Mr. Philip O. Rudy, C.P.A., of White, Rudy & Company, LLC, was in attendance to present the Calendar Year 2004 Audit of the NRLCPC. The audit for the Northwest Regional Lancaster County Police Commission is only required due to the intermunicipal agreement signed at the time of inception. The audit was limited in scope to the General Fund. The balance sheet as of December 31, 2004 was positive. The staff is doing a great job on getting the information together. The Sinking Fund, which was started in 2004 to eliminate getting hit with large disbursements at any one time, is an ongoing issue. Most of the revenue is generated from the participating townships through contractual payments plus forty percent of fine money. The department received several small grants. The biggest budget item, at eighty (80%) percent, is salaries and fringe benefits. After the first full year of operation, the Commission is in a solid financial position.

7. NRLCPC Police Pension Plan/Fund:

Mr. Bruce DeBord, of Morgan Stanley, was in attendance to update the members of the NRLCPC on the status of the NRLCPC Police Pension Plan/Fund. During the last six months both the stock market and bond markets have been experiencing tough times. The current breakdown of funds (as of April 25, 2005) is:

Money Market Fund –	1.20%
Fixed Income Bonds –	32.10%
Stock - Large Cap Value –	22.30%
Stock – Large Cap Growth –	20.60%
Stock – Multi-Cap Growth –	23.80%
Total Portfolio	\$1,868,673.00

In the near future, due to the rising interest rates, the short-term bonds will not add much value to the plan. Upon review, Mr. DeBord reported that eighty-five percent (85%) of all municipal plans have international exposure included in their portfolios. For 2005 the EAFE Index (Europe, Australia and the Far East) is experiencing a downward trend, but considerably less of one than the domestic market is experiencing. By adding an international component to the portfolio, it could mean the difference in making money when the domestic market is down. It also could help decrease the risk of the portfolio. Charles W. Ricedorf and Charles A Tupper feel it would be a disservice to the officers by withholding the opportunity to invest in international funds.

A motion was made by Charles W. Ricedorf and seconded by Charles A. Tupper to authorize Morgan Stanley to diversify the Police Pension Plan/Fund into international funds (EAFE Index) in an amount not to exceed ten percent (10%) of the portfolio. All members present voted in favor of the motion.

8. Purchase of New Police Cruiser and Sale of 1991 Jeep Cherokee:

Chief Charles M. Kraus, III asked for authorization to sell the 1991 Jeep Cherokee. He does not think the bid will be over \$1,000.00. The vehicle has 141,000 miles and quite a few problems. Chief Kraus has a list of three or four companies he will send the invitation to bid along with pictures. This vehicle will be replaced with a “leftover” 2004 Ford Crown Victoria if the purchase is authorized.

A motion was made by Charles A. Tupper and seconded by Charles W. Ricedorf to authorize **1)** the purchase of a “leftover” 2004 Ford Crown Victoria, in the amount of \$ 19,221.00, from Warnock Fleet, 175 Route 10, P.O. Box 524, East Hanover, N.J. 07936-0524; and **2)** the invitation of sealed bids for the sale of the 1991 Jeep Cherokee. All members present voted in favor of the motion.

9. Speed Timing Device – Wireless ENRAD:

The speed-timing device will cost approximately \$4,000.00 with upgrades coming in at \$3,000.00. These cannot be purchased on the state contract. Mr. Ricedorf asked if the old units could be sold. Chief Kraus said that the company that sells them would take the old units. The funds to purchase the equipment will be taken from the Capital Outlay account.

A motion was made by Charles A. Tupper and seconded by Charles W. Ricedorf to authorize the purchase of the Wireless ENRAD speed timing device. All members present voted in favor of the motion.

10. Correspondence:

- a. Police Report – March 2005.
- b. Police Overtime Report – March 2005.
- c. Police Mileage Report – March 2005.
- d. Police Accrued Compensatory Time Report – As of April 19, 2005

11. Other business:

Mr. Ricedorf is concerned with the individual accounts on the budget. Overall it looks fine at twenty-six percent for the first quarter but when it is broken down, the items show a different story. Chief Kraus gave an overall review of several of the numbers.

Marvin M. DeArmitt, 1465 Campus Road, Elizabethtown, PA 17022, is looking for a solution to speeding problems on Campus Road. He would like to have mirrors installed at his driveway to aid him and his wife in getting out of their driveway. The Commission's Solicitor has instructed Chief Kraus that the township should not be responsible for the installation of any mirrors. Mr. DeArmitt was instructed he may install them as long as he receives permission from the property owner and it is out of the road right-of-way. Chief Kraus stated it would be difficult to lower the speed on Campus Road to 25 MPH from its current speed of 35 MPH.

12. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on May 24, 2005, beginning at 6:30 P.M.

13. A motion was made by Charles W. Ricedorf and seconded by Charles A. Tupper to adjourn the meeting at 7:25 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

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