

**Minutes of the Special Meeting of the
Northwest Regional Lancaster County Police Commission
Held on December 14, 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, Roger M. Snyder, Charles W. Ricedorf and Charles A. Tupper.
Absent – Stephen J. Speers

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

No public comment was offered.
4. Announcement by Chair:

An executive session was held on November 29, 2005 with the Commission’s Solicitor in attendance to discuss personnel matters. Any official action to be taken based upon discussions held in the Executive Session will occur at an open public meeting. A brief Executive Session will be held following this meeting to discuss personnel matters.
5. Consent Calendar:
 - a. Accept the resignations of Michael W. Carpenter, Donald R. Klinepeter and Shane M. Deardorff as part-time police officers.
 - b. Approve and adopt the “4th Draft – Year 2006 Northwest Regional Lancaster County Police Commission Budget (Dated December 14, 2005)” as recommended by Chief Charles M. Kraus, III in his memorandum dated December 5, 2006 entitled “Staffing 2006”.
 - c. Authorize Chief Charles M. Kraus, III to take the necessary actions and execute the required documents to send a police officer to the Lancaster County Drug Task Force for two years commencing January 1, 2006.

Chief Kraus reported the 4th Draft budget for Year 2006 includes several adjustments. With the changes there will be no reduction in staff. The budget will be tight, but he feels it can be managed. Chief Kraus stated it would be beneficial to the community to keep the staffing level as is for the coming year.

A motion was made by Charles W. Ricedorf and seconded by Charles A. Tupper to approve items “a” and “c” of the Consent Calendar. All members present voted in favor of the motion.

Mr. Ricedorf appreciates all the work that was put into the budget but also feels goals need to be set so we do not wind up in the same predicament next year. The budget should be reviewed by April 1, 2006 to address any concerns that may arise. All DOT enforcement should be held to 25 hours per week. The officer’s administrative time could be reduced with the hiring of a part-time secretary. The officer’s meals and breaks need to be staggered. Mr. Ricedorf also requests Chief Kraus keep close tabs on all overtime. Mr. Tupper asked how many officers are usually on duty over mealtime. Chief Kraus explained there are usually three officers on day shift and in the evenings it varies. It all depends on the calls that are received as to when meals are taken. Officer Frank Ember commented when the officers sit down for a meal, sometimes a call is received and they do not get to eat. Even though the police officers are taking a break, it does not mean they are not on duty. If you have three or four officers on one shift, it would take half the shift for everyone to get a meal.

A motion was made by Charles A. Tupper and seconded by Charles W. Ricedorf to approve and adopt the "4th Draft – Year 2006 Northwest Regional Lancaster County Police Commission Budget (Dated December 14, 2005)" as recommended by Chief Charles M. Kraus, III in his memorandum dated December 5, 2006 entitled "Staffing 2006" with the following revisions **1)** budget is to be reviewed by April 1, 2006; **2)** DOT enforcement is to be held to 25 hours per week; **3)** officer's administrative time to be reduced with the hiring of a part-time secretary; **4)** breaks and mealtime should be staggered; and **5)** Police Chief is to monitor all overtime. All members present voted in favor of the motion.

6. Purchase Of Replacement Police Cruiser:

The difference between the two vehicles, which are being suggested for purchase, is \$14,000. Chief Kraus would like to go through whoever can obtain the vehicle the quickest. Money is in the budget for a new cruiser. The 2002 Crown Victoria (Car #1) is in need of major repairs which come with a hefty price. Chief Kraus suggests selling the vehicle instead of making the repairs. The discussion continued concerning the number of vehicles needed versus the number of officers.

A motion was made by Charles A. Tupper and seconded by Roger M. Snyder authorizing Chief Charles M. Kraus, III to place an order for a replacement police cruiser with either Warnock Fleet via the SHAGOC co-op purchase agreement or Winner Ford via the PA State Contract, whichever can deliver a Crown Victoria the quickest. All members present voted in favor of the motion.

A motion was made by Charles W. Ricedorf and seconded by Charles A. Tupper authorizing Chief Charles M. Kraus, III to proceed with selling the 2002 Crown Victoria (Car #1) to the highest bidder. All members present voted in favor of the motion.

7. Other business:

Richard E. Forry, Secretary/Treasurer, reported revisions have been made to the proposed lease agreement with Mount Joy Township for the portion of the municipal building occupied by the regional police department. He requests the Commissioners move to approve the lease agreement in the amount of \$26,500.00.

A motion was made by Charles W. Ricedorf and seconded by Charles A. Tupper authorizing the signing of the lease agreement with Mount Joy Township in the amount of \$26,500.00 for the Calendar Year 2006. All members present voted in favor of the motion.

Mr. Ricedorf and Mr. Snyder were asked to review the finances. Mr. Ricedorf presented the commission members with "numbers" concerning the fine money. He compared the current budget as is with different scenarios using a 50-50 split and a 51-49 split in contributions from each Township. He asked the members to review the findings.

Mr. Ricedorf asked Chief Kraus to make a recommendation to Mount Joy Township's Board of Supervisors concerning Pro-Am Cycling Events holding a bike race in Mount Joy Township on April 15, 2006.

8. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on December 27, 2005, beginning at 6:30 P.M.
9. A motion was made by Charles A. Tupper and seconded by Roger M. Snyder to adjourn the meeting at 6:56 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

Richard E. Forry
Secretary
Northwest Regional Lancaster
County Police Commission