

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on September 26, 2006**

1. Charles A. Tupper 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. Tupper led the pledge of allegiance.
2. Roll call: Present – Gerald G. Cole, Charles W. Ricedorf, Stephen J. Speers, and Charles A. Tupper. Absent - David W. Sweigart, III.

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

3. An Executive Session was held prior to tonight's meeting with the auditor present to review the financial report. Any official action to be taken based upon discussions held in tonight's Executive Session will occur at an open public meeting.
4. Public Comment.

Officer Frank Ember asked each member if they believe the information pertaining to the Northwest Regional Lancaster County Police Department which was in the Township Newsletters that were sent to the residents of West Donegal Township and Mount Joy Township was correct. They all felt the information was correct. It was decided several months ago, due to requests from residents, to put out information concerning the department. Officer Ember feels the article was detrimental to the department and very misleading.

5. Consent Calendar:
  - a. Approval and ratification of the minutes of the August 22, 2006 meeting.
  - b. Accept and ratify the Treasurer's Report for the period of August 1, 2006 through August 31, 2006, subject to audit.
  - c. Approve payment of all bills via Bill List #18-2006 in the amount of \$15,300.75; Bill List #19-2006 in the amount of \$4,969.78; Bill List #20-2006 in the amount of \$6,526.65 and Bill List #21-2006 in the amount of \$21,410.58; and ratify payment of all payrolls for the period of August 19, 2006 through September 15, 2006, inclusive, in the amount of \$74,633.36, which represents two pay periods.
  - d. NRLCPC Non-Uniformed Employee Pension Plan/Fund – 2007 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2007 Minimum Municipal Obligation Worksheet to the Pennsylvania Municipal Retirement System, P.O. Box 1165, Harrisburg, PA 17108-1154, for non-uniformed employees.
  - e. NRLCPC Uniformed Employee Pension Plan/Fund – 2007 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2007 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 Gerald G. Cole and seconded by Charles W. Ricedorf to approve the Consent Calendar as written. All members present voted in favor of the motion.

6. Presentation of Year 2005 Audit:
  - a. Mr. Philip O. Rudy, C.P.A. of White, Rudy & Company, LLP was in attendance to present the results of the Year 2005 audit. Mr. Rudy reports the numbers were very close. Staff does a good job and should be commended. There were only five adjustments which needed to be made. Mr. Ricedorf pointed out the operating revenue was over by \$5,200.00 but the operating expenses were over by \$42,000.00 with the biggest item being salaries and wages which accounted for \$26,000.00 of the overage. Chief Kraus asked if it is possible for the audit to be completed by the end of March as stated in the articles of agreement. Mr. Rudy feels this can be accomplished.

- b. A motion was made by Charles W. Ricedorf and seconded by Stephen J. Speers to accept the Year 2005 audit as presented. All members present voted in favor of the motion.

7. NRLCPC Year 2007 Budget:

Richard E. Forry, Commission Treasurer presented a summary of items included in the Year 2007 budget:

- Health Insurance – 13% increase (estimate)
- Capital Reserve Fund Contribution – 55% (increase of 5%)
- Purchase of one cruiser - \$25,000.00
- Laptop computers, software and accessories - \$46,200.00 (\$36,600 from two grants)
- Monthly Municipal Contribution – 3% increase for each Township.

Mr. Forry explained the grant to offset the Police Chiefs salary will decrease by \$20,000.00 in 2007. Compared to the 2006 budget, the proposed 2007 budget represents an 8% increase or \$132,000.00. The budget assumes one officer will be with the Drug Task Force in 2007. If there is any change in this, an additional increase in the budget of approximately \$60,000.00 would result. Salaries increased by 3% as stated in the contract. Mr. Ricedorf would like to see the Capital Reserve at 40%. If 100% of the fine money was contributed, the 3% increase from each municipality would not be needed.

A motion was made by Gerald G. Cole and seconded by Stephen J. Speers to recommend to each Township to revise the distribution of the fine money to 100% in the 2007 budget. All members present voted in favor of the motion.

8. Correspondence:

- a. Police Report – August 2006.
- b. Police Overtime Report – August 2006.
- c. Police Mileage Report – August 2006.
- d. Police Accrued Compensatory Time Report – As of September 23, 2006.

9. Other business:

There was a discussion on dedicating areas for specific patrol. Chief Kraus discussed how this will be logged. After several months, reports will be reviewed and the procedure will be adjusted, if needed.

There was a lengthy discussion concerning support of the department, moral of the officers and overall cooperation of everyone involved.

10. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on October 24, 2006, beginning at 6:30 P.M.
11. A motion was made by Charles W. Ricedorf and seconded by Gerald G. Cole to adjourn the meeting at 7:52 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

Richard E. Forry  
Secretary  
Northwest Regional Lancaster  
County Police Commission