

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on September 25, 2007**

1. David W. Sweigart, III 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. Sweigart led the pledge of allegiance.
2. Roll call: Present – Gerald G. Cole, Stephen J. Speers, David W. Sweigart, III and Charles A. Tupper. Absent - Roger M. Snyder  
  
Others Present: Charles M. Kraus, III, Chief of Police, and Richard E. Forry.
3. Public Comment.  
  
No public comment was offered.
4. Consent Calendar:
  - a. Approval and ratification of the minutes of the August 28, 2007 meeting.
  - b. Accept and ratify the Treasurer's Report for the period of August 1, 2007 through August 31, 2007, subject to audit.
  - c. Approve payment of all bills via Bill List #21-2007 in the amount of \$8,516.16; and Bill List #22-2007 in the amount of \$35,011.94; and ratify payment of all payrolls for the period of August 18, 2007 through September 14, 2007, inclusive, in the amount of \$85,844.19, which represents two pay periods.
  - d. NRLCPC Non-Uniformed Employee Pension Plan/Fund – 2008 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2008 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 – 2008 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2008 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 Charles A. Tupper and seconded by Gerald G. Cole to approve the Consent Calendar as written. All members present voted in favor of the motion.

5. Lancaster County Chiefs of Police Association – Cooperative Agreement – Preliminary Eligibility Examinations for Police Officers:

Chief Kraus explained the surrounding municipalities thought it would be more cost effective to jointly advertise and go through the screening process for new hires. The Lancaster County Chiefs of Police Association liked the idea and asked if the program could be available countywide. Dauphin and York Counties have been doing this for several years with much success. The program would eliminate the competition among the municipalities for qualified applicants. An outside firm would be hired to administer the testing. There is a \$500.00 start up fee. Chief Kraus feels most of the surrounding municipalities will be signing onto the program. A municipality must sign onto the program prior to obtaining a list of applicants. Testing would be offered on a date different from Dauphin and York Counties. The agreement has been reviewed by legal council.

A motion was made by Gerald G. Cole and seconded by Stephen J. Speers to approve and sign the Cooperative Agreement for the "Preliminary Eligibility Examinations for Police Officers" program as submitted by the Lancaster County Chiefs of Police Association. All members present voted in favor of the motion.

6. Continued Participation in the Lancaster County Drug Task Force:

The budget which will be discussed next includes the salary for the officer who worked for the Drug Task Force this year. The Lancaster County Drug Task Force has expressed interest to have the officer on their force again for the calendar year 2008. New for 2008, if the officer stays with the Task Force for the entire calendar year, the County will reimburse the municipality for the officer's fringe benefits package in addition to his salary. The only detriment is the department is down an officer which is felt mainly in the traffic enforcement area. The department is getting close to the time where the hiring of a detective will need to be considered. This would allow for follow up to be accomplished by one person. Chief Kraus commented the budget can remain as is without raising the fee but the amount of service may begin to decline. Richard E. Forry, Secretary/Treasurer, said the 2008 budget is manageable with or without the officer going to the Drug Task Force. Mr. Tupper feels strongly about having an officer on the drug task force. Mr. Cole asked if another officer could be hired since the money is already in the budget. Chief Kraus would suggest that very thing for the spring once the testing is concluded. Chief Kraus feels a detective could be hired from within the current department. The insurance premium for 2008 was received today and increased by 19.4%. Chief Kraus will have the insurance broker shop around as was done last year, although without much success. Mr. Forry stated that with the changes he will make, the bottom number of \$1,812,926.00 for the calendar year 2008, will remain the same.

A motion was made by Charles A. Tupper and seconded by Gerald G. Cole to continue to participate in the Lancaster County Drug Task Force for the calendar year 2008.

7. NRLCPC Year 2008 Budget:

- a. Discussion on and, if appropriate, motion to take action relative to the fine money percentage of distribution into the NRLCPC Capital Reserve Fund.
- b. Discussion on and, if appropriate, motion to continue receiving 100% of all fine moneys from each participating municipality.
- c. Discussion on and, if appropriate, motion to take action relative to the proposed Year 2008 Budget.

A motion was made by Gerald G. Cole and seconded by Charles A. Tupper to 1) approve 40% of fine money collected be distributed into the NRLCPC Capital Reserve Fund; 2) approve the continuance for receiving 100% of all fine moneys from each participating municipality; and 3) approve the proposed Year 2008 budget not to exceed \$1,812,926.00. All members present voted in favor of the motion.

8. Employment Position – Chief of Police:

Chief Kraus informed the commission of his plans to retire by July 1, 2008. He feels it is appropriate to give the Commission prior notice so it can be decided how they want to handle the advertising and hiring. The feeling is to advertise outside as well as to look inside the department. Chief Kraus does not feel six months is too much lead time. Charles A Tupper and Stephen J. Speers volunteered to serve on a search committee. This will be put on the October Agenda. There is a possibility Chief Kraus could leave as early as January 1, 2008. In this case he would suggest an "Acting Chief" be appointed.

9. Correspondence:

- a. Incident Report – August 2007.

10. Other business:

Mr. Speers asked if there are any traffic problems. Chief Kraus mentioned there is a meeting scheduled for tomorrow at Elizabethtown Borough concerning the closure of Bainbridge Road. There have also been problems with the traffic signal at Maytown Road and SR230. Chief Kraus thinks this will be discussed as well.

11. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on October 23, 2007, beginning at 6:30 P.M.

12. A motion was made by Charles A. Tupper and seconded by Gerald G. Cole to adjourn the meeting at 7:07 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

Richard E. Forry  
Secretary  
Northwest Regional Lancaster  
County Police Commission