

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on April 15, 2008**

1. David W. Sweigart, III called the meeting to order at 6:30 P.M. in the West Donegal Township Municipal Building, 1 Municipal Drive, Elizabethtown, PA 17022. Mr. Sweigart led the pledge of allegiance.
2. Roll call: Present – Don L. Bosserman, Gerald G. Cole, J. Clair Hilsher, Roger M. Snyder and David W. Sweigart, III.

Others Present: Chief Samuel H. Gatchell, III and Richard E. Forry.

3. Public Comment:

No public comment was offered at this time.

4. Consent Calendar:

- a. Approval and ratification of the minutes of the March 25, 2008 meeting.
- b. Accept and ratify the Treasurer's Report for the period of March 1, 2008 through March 31, 2008, subject to audit.
- c. Approve payment of all bills via Bill List #7-2008 in the amount of \$ 8,099.40; and ratify payment of all payrolls for the period of March 15, 2008 through April 11, 2008, inclusive, in the amount of \$ 83,038.07, which represents two pay periods.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to approve the Consent Calendar as written. All members present voted in favor of the motion.

5. Correspondence:

- a. Police Activity Report – March 2008.
- b. Incident Report – March 2008.
- c. Overtime Report – March 2008.
- d. Overtime Report – Y-T-D (i.e. January through March 2008).
- e. UCR Report – March 2008.

There was a discussion on the Overtime Reports and how they are reported. All overtime will be recorded under Account 410.183.

A motion was made by Roger M. Snyder and seconded by Gerald G. Cole to approve the reports as written. All members present voted in favor of the motion.

6. Other business:

- Chief Gatchell reported the 1st portion of the joint hiring went very well with 90 applicants. Eleven police departments are participating in the joint testing. Testing will be done once each year, unless it is determined more testing is needed.
- Chief Gatchell was asked how it is working without the part-time secretary position being filled. He is cautiously optimistic that it will continue to work. He does not want to see the current secretary get behind. So far the calls have been minimal between 3:00 p.m. and 5:00 p.m. The test will come when vacation is taken.

- Chief Gatchell commended former Chief Kraus for having the foresight relative to the “Booking Center”. President Judge Farina is looking to mandate all defendants be processed through the system. Chief Gatchell will be working on the Policies and Procedures and will also be checking on the insurance.
 - There was a discussion on the position of detective. Work still needs to be done on developing a process for appointing/hiring a detective.
 - Mr. Sweigart is interested in seeing if any other municipality wants to join the NRLCPD. Mr. Cole volunteered to contact other municipalities to see if there is any interest.
7. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission **will be held on May 27, 2008, beginning at 6:30 P.M, at the West Donegal Township Municipal Building, 1 Municipal Drive, Elizabethtown, PA 17022.**
 8. A motion was made by Gerald G. Cole and seconded by Roger M. Snyder to adjourn the meeting at 7:00 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

Richard E. Forry
Secretary
Northwest Regional Lancaster
County Police Commission