

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on June 24, 2008**

1. David W. Sweigart, III called the meeting to order at 6:33 P.M. in the Mount Joy Township Municipal Building, 159 Merts 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.

4. Consent Calendar:

- a. Approval and ratification of the minutes of the May 27, 2008 meeting.
- b. Accept and ratify the Treasurer's Report for the period of May 1, 2008 through May 31, 2008, subject to audit.
- c. Approve payment of all bills via Bill List #11-2008 in the amount of \$ 21,544.97; Bill List #12-2008 in the amount of \$ 6,217.86; and Bill List #13-2008 in the amount of \$ 28,217.60; and ratify payment of all payrolls for the period of May 23, 2008 through June 20, 2008, inclusive, in the amount of \$ 75,638.70, 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. Audit of 2007 NRLCPC Records:

Mr. Philip O. Rudy, CPA of White, Rudy & Company, LLP was in attendance to formally present the 2007 audit of the NRLCPC. Mr. Rudy has met with Richard E. Forry, Commission Secretary/Treasurer and Chief Samuel H. Gatchell, III to review the audit. The audit is solely for the internal workings of the Commission and meets the qualifications of the Intermunicipal Agreement. Revenue for the calendar year was \$1.7 million with most of it coming from the municipalities. The operating expenditures equaled \$1.7 million with the largest factor being salary and fringes. Mr. Rudy stated the Commission has a very strong financial statement and commended them on the handling of the budget. Mr. Rudy outlined several items –

- Lack of segregation of office duties – with a small office this is understandable. Commissioners should continue to ask questions.
- No Non-Uniformed Personnel Handbook – Commission should work on drafting one.
- Emphasized the importance of good meeting minutes.
- Overall, staff is doing an excellent job.

6. Discussion Items:

Chief Gatchell recommends the hiring of Richard K. Fogie as a part-time officer. He has known Mr. Fogie for over twenty years professionally. Mr. Fogie is retired from the Lancaster City Police Department where he spent more than 30 years. Training for Mr. Fogie should be minimal. Mr. Hilsher commented he seemed to be over qualified. Chief Gatchell commented the City of Lancaster had a mandatory retirement age.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to hire Richard K. Fogie as a part-time officer of the NRLCPD. All members present voted in favor of the motion.

7. Correspondence:

- a. Calls For Service Report – May 2008.
- b. Overtime Report – May 2008.
- c. Overtime Report – January 1, 2008 through May 31, 2008.

There was some discussion concerning the amount of overtime for the year. Chief Gatchell was able to explain the situations which arose to the satisfaction of the Commissioners.

8. Other business.

Mr. Cole stated the Mount Joy Township Board of Supervisors has received a complaint whereby vehicles are driving around the newly erected DO NOT ENTER signs at the new entrance to Norlanco from Andrew Avenue.

Mr. Cole suggested it be researched to see if an outside company can do the bill paying to eliminate some of the concern with the audit.

There was a discussion concerning a letter received by each municipality concerning talks about forming a regional police department. Mr. Sweigart reported MJT Board of Supervisors authorized entering into talks with Mount Joy Borough. West Donegal Township Board of Supervisors has not discussed the letter.

9. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission **will be held on July 22, 2008, beginning at 6:30 P.M., at the West Donegal Township Municipal Building, 1 Municipal Drive, Elizabethtown, PA 17022.**

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

Respectfully Submitted,

Richard E. Forry
Secretary
Northwest Regional Lancaster
County Police Commission