

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on August 26, 2008**

1. David W. Sweigart, III called the meeting to order at 6:30 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 and David W. Sweigart, III.
Absent – Roger M. Snyder.

3. Public Comment

No public comment was offered.

4. Consent Calendar

- a. Approval and ratification of the minutes of the July 22, 2008 meeting.
- b. Accept and ratify the Treasurer's Report for the period of July 1, 2008 through July 31, 2008, subject to audit.
- c. Approve payment of all bills via Bill List #16-2008 in the amount of \$20,525.53; Bill List #17-2008 in the amount of \$7,270.16 and Bill List #18-2008 in the amount of \$48,304.15; and ratify payment of all payrolls for the period of July 19, 2008 through August 15, 2008, inclusive, in the amount of \$81,995.17, which represents two pay periods.
- d. Approve the hiring of Grace N. Miller, 1099 Donegal Springs Road, Mount Joy, PA 17552, as a part-time secretary to be compensated at the rate of \$ 13.55 per hour.
- e. NRLCPC Uniformed Employee Pension Plan/Fund – 2009 Minimum Municipal Obligation: Approve and ratify the Commission Treasurer's transmittal of the 2009 Minimum Municipal Obligation Worksheet to Conrad Siegel Actuaries, 501 Corporate Circle, P.O. Box 5900, Harrisburg, PA 17110-0900, for uniformed employees.
- f. NRLCPC Police Pension Plan/Fund: Adopt Resolution No. 1-2008 whereby the police officers of the NRLCPD are not required to financially contribute into the NRLCPC Police Pension Plan/Fund for calendar year 2009.

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. NRLCPC Police Pension Plan/Fund:

- a. Mr. Forry requested the NRLCPC Police Pension Plan document to be amended by including a pension benefit whereby any officer may purchase his/her "PRIOR Military Service" and to authorize Conrad Siegel Actuaries, 501 Corporate Circle, P.O. Box 5900, Harrisburg, PA 17110-0900, to perform the necessary actuarial study for the inclusion of the "PRIOR Military Service" benefit in the NRLCPC Police Pension Plan, for the dollar amount of \$1,000.00. Mr. Forry noted this benefit was included in and part of the West Donegal Township Police Pension Plan and was missed being inserted into the NRLCPC Police Pension Plan document at the time the NRLCPC Police Pension Plan document was drafted and approved.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to amend the NRLCPC Police Pension Plan to include the benefit whereby any officer may purchase his/her "PRIOR Military Service" and to authorize Conrad Siegel Actuaries, 501 Corporate Circle, P.O. Box 5900, Harrisburg, PA 17110-0900, to perform the necessary actuarial study for the inclusion of the "PRIOR Military

Service” benefit in the NRLCPC Police Pension Plan, for the dollar amount of \$ 1,000.00. All members present voted in favor of the motion.

- b. Mr. Bruce W. DeBord, now of Smith Barney (formerly with Morgan Stanley), was in attendance and requested the Commission transfer all assets of the NRLCPC Police Pension Plan/Fund to Smith Barney as he has handled the plan since its inception. Mr. DeBord stated fees will continue to be discounted 40% to the Commission. Mr. DeBord recommended adding Real Estate to the pension plan at a future date.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to authorize the Commission’s Treasurer to transfer all assets of the NRLCPC Police Pension Plan/Fund to Smith Barney. All members present voted in favor of the motion.

6. Disposition of 1999 Ford Crown Victoria Police Cruiser:

Chief Samuel Gatchell, III recommended donating the 1999 Ford Crown Victoria police cruiser to the Rheems Fire Department Traffic Police. The Board recommended the value of the car be ascertained/ established. After some discussion regarding disposition of the 1999 Ford Crown Victoria, this item was tabled until the next meeting.

7. Purchase of New Copier:

Chief Gatchell noted three quotes had been received for the purchase of a new copier and Engle Business came in at the lowest price at \$8,670 which also includes ReRite Software. The maintenance contract with Engle costs \$468 per year for 60,000 black and white copies with a charge of \$.0726 per copy overage.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to purchase a copier from Engle Business. All members present voted in favor of the motion.

8. Correspondence:

- a. Calls For Service Report – July 2008.
- b. Police Activity Report – July 2008.
- c. Overtime Report – July 2008.

9. Other Business:

Mr. J. Clair Hilsher questioned the rash of vandalism that has been occurring. Chief Gatchell noted that manpower is an issue as four officers are off due to injuries. Discussion ensued on the possibility of hiring a part-time officer. The Board recommended Chief Gatchell conduct interviews and come back with a recommendation at the next Board meeting.

10. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on September 23, 2008, beginning at 6:30 P.M., at the West Donegal Township Municipal Building, 1 Municipal Drive, Elizabethtown, PA 17022.

11. A motion was made by Gerald G. Cole and seconded by J. Clair Hilsher to adjourn the meeting at 7:36 P.M. All members present voted in favor of the motion.

Respectfully submitted,

Richard E. Forry
Secretary
Northwest Regional Lancaster
County Police Commission