

**Minutes of the Regular Meeting of the  
Northwest Regional Lancaster County Police Commission  
Held on September 23, 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 – David W. Sweigart, III, J. Clair Hilsher, Gerald G. Cole, Don L. Bosserman, and Roger M. Snyder.
3. Public Comment

Earl Keane was in attendance and indicated he opposed item 7 as it would be a major expense to the residents of the two Townships if implemented. Mr. Keane stated he was a municipal police officer before there was a statute that granted police officers state-wide powers in limited circumstances. If you look at the legislative intent of that statute, it was for those unusual and infrequent emergency circumstances where one police officer in a small town needed help from another one and it allowed them to cross boundaries; it was not intended for routine things like this. The danger to taxpayers if you do this, the two Townships are required to provide all the insurances covering any kinds of injury and liability just as though the officers were performing work in the two townships. If they are involved in an arrest that requires them to go to court later on that will be an expense to the two Townships, not the School District. If they were to be injured, the two Townships would pay for the entire expense of their injuries, the medical treatment, and a replacement officer while the officer is off duty. If some litigation arises from the arrested party, the two Townships will have to pay for the legal defense. It was not the intention of that statute to cover these routine things that the local department should be able to handle themselves by scheduling with their personnel. I understand the School District pays an hourly rate over what the officer is paid that overage will not cover all these liabilities. Mr. Keane recommended the officers be employed part-time by the Elizabethtown Borough Police Department and the Township could grant permission for them to have that part-time job and then all those insurance and liability issues would be covered by the Elizabethtown Borough and if the officer is injured and unable to report to work, he could use his sick leave. Mr. Keane noted he did not see the benefit to the taxpayers of the two Townships.

4. Consent Calendar
  - a. Approval and ratification of the minutes of the August 26, 2008 meeting.

A motion was made by Gerald G. Cole and seconded by J. Clair Hilsher to approve Item 4.a. of the Consent Calendar. All members present voted in favor of the motion.
  - b. Accept and ratify the Treasurer's Report for the period of August 1, 2008 through August 31, 2008, subject to audit.
  - c. Approve payment of all bills via Bill List #19-2008 in the amount of \$ 20,141.51; and Bill List #20-2008 in the amount of \$ 27,902.99; and ratify payment of all payrolls for the period of August 16, 2008 through September 12, 2008, inclusive, in the amount of \$88,142.62, which represents two pay periods.
  - d. Approve the hiring of Ms. Nicole Mowrer, 1943 South Market Street, Elizabethtown, PA 17022, as a part-time police officer to be compensated at the rate of \$16.86.
  - e. NRLCPC Non-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 the Pennsylvania Municipal Retirement System, P.O. Box 1165, Harrisburg, PA 17108-1154, for non-uniformed employees.

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

5. NRLCPC Police Pension Plan/Fund – Investment Policy Statement:

Mr. Richard Forry indicated the Board had adopted International Developed Countries investments at a previous meeting and this statement adds that motion to the current policy. Mr. Forry requested 1) approval for the NRLCPC Police Pension Plan “Investment Policy Statement” as revised and dated September 2, 2008; and 2) authorize the signing of the same.

A motion was made by Roger M. Snyder and seconded by Gerald G. Cole to approve the NRLCPC Pension Plan “Investment Policy Statement” as revised and dated September 2, 2008; and to authorize signing of the same. All members present voted in favor of the motion.

6. Disposition of 1999 Ford Crown Victoria Police Cruiser:

Mr. Sweigart asked if the \$1,500 was the cash value or trade-in. Mr. Forry indicated that was an offer someone had given on the other vehicle sold. Chief Gatchell noted that Duane of ASAP Auto Repair had indicated some interest in purchasing the car. Mr. Forry stated that since the vehicle is over \$1,000 it would need to be put out for bid. Chief Gatchell mentioned that two departments have asked for the vehicle, Rheems Fire Department and Mastersonville. Chief Gatchell indicated the Rheems Fire Department assists the police whereas he has not seen Mastersonville assist.

A motion was made by Roger S. Snyder and seconded by J. Clair Hilsher to donate the 1999 Ford Crown Victoria to the Rheems Fire Department with the cost of \$1,500 to be split between Mount Joy Township and West Donegal Township. All members present voted in favor of the motion.

7. Patrolling at Elizabethtown High School Football Games:

Chief Gatchell noted that the considerations Mr. Keane discussed regarding Officers of the NRLCPD working Elizabethtown High School football games at the request of Chief Jack Mentzer of the Elizabethtown Borough Police were considerations that were looked at. The people who attend these football games are a significant proportion from the Northwest Regional jurisdiction and it gives the officers an opportunity to interact with the residents as well as making additional money. Chief Gatchell noted that Ms. Cleary, Commission Solicitor, indicated the Agreement should be signed for each event and carry each officer’s name working at that particular event with the understanding that the officer is working for the over-time rate. Chief Gatchell indicated the coverage of insurance and liabilities would be covered by the two Townships.

A motion was made by Gerald G. Cole and seconded by J. Clair Hilsher to approve Officers of the NRLCPD working Elizabethtown High School football games at the request of Chief Jack Mentzer of Elizabethtown Borough Police Department. Roger M. Snyder opposed. Motion carried.

8. Elizabethtown Regional Booking Center:

Mr. Forry requested the Board: 1) authorize continuing as a member of the Elizabethtown Regional Booking Center for 2009; and 2) the subsequent signing of the annual booking center authorization letter. Chief Gatchell indicated the estimate for the 2009 booking center maintenance fees and costs was \$2,365.00. This would cover a static IP address and video equipment that would allow a booking center to arraign prisoners instead of having a judge come in. Chief Gatchell noted \$237 would be split by four departments.

A motion was made by Gerald G. Cole and seconded by Roger M. Snyder to authorize continuing as a member of the Elizabethtown Regional Booking Center for 2009 and authorize the signing of the annual booking center authorization letter. All members present voted in favor of the motion.

9. Creation of “Detective” Position for Year 2009:

Chief Gatchell indicated departments in the surrounding areas have two detectives and NRLCPD serve more in population and square amount of coverage than those departments. Chief Gatchell

noted there is no continuity with patrol officers also trying to cover cases that require a detective. Chief Gatchell requested approval of the creation of a “detective” position within the NRLCPD for Year 2009. There was some discussion regarding the outcome of the meeting between municipalities that will be occurring in the next week. Chief Gatchell also noted an additional officer will need to be hired once the detective position is filled.

A motion was made by Gerald G. Cole and seconded by Roger M. Snyder to create a “detective” position within the NRLCPD for 2009 but not to initially fill that position. All members present voted in favor of the motion.

10. NRLCPC Year 2009 Budget:

- a. Mr. Forry stated the appropriation amount of \$35,824.00 to be transferred and placed in the NRLCPC Capital Reserve Fund was calculated based upon 40% of the fine monies anticipated to be collected by the participating municipalities during 2009.

Motion by Gerald G. Cole and seconded by David W. Sweigart to approve the appropriation of \$35,824.00 to be transferred to and placed in the NRLCPC Capital Reserve Fund during Year 2009. All members present voted in favor of the motion.

- b. Mr. Forry stated over the past 5 years he has put \$18,000 aside each year into the fund. When recalculating the number for the next 5 years it ends up because of the age of the officers and the number of officers retiring in the next 4 years, that the \$18,000 is not high enough to cover approved vacation time and other expenses. Mr. Forry requested approval of the appropriation of \$25,200.00 to be transferred to and placed in the NRLCPC Accrued Compensated Absences Fund during Year 2009.

Motion by Roger M. Snyder and seconded by Gerald G. Cole to approve the appropriation of \$25,200.00 to be transferred to and placed in the NRLCPC Accrued Compensated Absences Fund during Year 2009. All members present voted in favor of the motion.

- c. Mr. Forry noted that when the formula was approved, the Articles of Agreement used the 2006 population, 2007 assessed property values, and 2006 road miles. In updating those numbers, 43.85% will be paid by West Donegal and 56.15% will be paid by Mount Joy Township. Mr. Forry requested approval of the proposed municipal funding of the NRLCPC Year 2009 Budget as contained therein.

Motion by Gerald G. Cole and seconded by Roger M. Snyder to approve the formula for the proposed municipal funding of the NRLCPC 2009 Budget. All members present voted in favor of the motion.

- d. Mr. Forry presented the NRLCPC Year 2009 Budget and noted all fine monies will stay with the municipalities as they come in. Mr. Forry reported that Mount Joy Township will pay \$92,860 for 11 months and \$92,865 for the 12 month and West Donegal will pay \$72,518.75 for 12 months. After some discussion, the Board directed Mr. Forry to request quotes from several different healthcare providers.

Motion by Roger M. Snyder and seconded by Gerald G. Cole to approve the 2009 NRLCPC Budget with revision of the budget to show the reduction of hiring one officer and purchase of one car rather than two and the adjusted budget then be sent to both Townships for approval. All members present voted in favor of the motion.

11. Correspondence:

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

Motion by Roger M. Snyder and seconded by Gerald G. Cole to approve the reports as presented. All members present voted in favor of the motion.

12. Other business:

Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on October 28, 2008, beginning at 6:30 P.M., at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022.

14. A motion was made by Roger M. Snyder and seconded by Gerald G. Cole to adjourn the meeting at 7:47 P.M. All members present voted in favor of the motion.

Respectfully submitted,

Richard E. Forry  
Secretary  
Northwest Regional Lancaster  
County Police Commission