

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

Ms. Marie Martin, resident of West Donegal Township, was in attendance to express concerns about the Police Commission budget. Ms. Martin suggested Chief Gatchell request a “wish list” of items and discuss these items prior to the budget being presented to the Boards of West Donegal Township and Mount Joy Township. Mr. David Sweigart informed Ms. Martin the Police Commission discussed the budget, changed certain items, and approved the budget prior to the budget being presented to the two Townships for their approval. Mr. Gerald Cole noted the Commission had a copy of the budget to review and questions were raised prior to the Police Commission adopting the budget. Ms. Martin indicated she felt the police needed an increase, since they had not had an increase for over three years, but questioned the amount of the current increase of \$130,000.00. The Commission stated \$90,000.00 is the dollar amount of the increase for West Donegal Township. Ms. Martin would like the budget to be more specific rather than general. Mr. Cole questioned Mr. Snyder as to where he can find \$40,000.00 to cut from the budget as Mr. Cole could not find anywhere in the budget to cut operating costs. Mr. Don Bosserman indicated the Commission had gone line by line on the budget trying to find a way to cut costs and Ms. Martin is welcome to look at the line by line budget items.

Ms. Martin questioned why the Chief had to look for people to cover shifts as officers had taken time off for hunting. Ms. Martin suggested the police contract be revised to limit the number of officers that are allowed to be off at one time. Mr. Bosserman informed Ms. Martin accidents and/or illnesses can complicate the scenario of how many officers are off at one time. Chief Gatchell stated arbitration does not leave much room for the Commission to act on certain items or change items in the contract. Chief Gatchell stated he does not feel it is an issue as the officers fully cooperate in trying to fill in where they can.

Ms. Martin indicated she missed hearing the reports presented at the meetings. Chief Gatchell noted he had copies of the reports with him if Ms. Martin would like to see them.

Dwayne Gretsky was in attendance to report he was displeased about the lawsuit filed by Roger M. Snyder and Earl H. Kean against the Northwest Regional Lancaster County Police Department. Mr. Gretsky stated he views Mr. Snyder’s sitting on the Commission as a Conflict of Interest and asked how the Commission feels about it. Mr. Sweigart noted the Commission has no say in Mr. Snyder’s appointment on the Commission as West Donegal Township appoints the members of their Board and recommended Mr. Gretsky express his concerns to the West Donegal Township Board of Supervisors. Mr. Gretsky asked for Roger M. Snyder’s resignation from the Commission. Mr. Snyder refused. Mr. Gretsky also noted he is not happy with the amount of money it will cost the two Townships to defend against such lawsuit and questioned whether the Commission would be bringing a counter lawsuit against Roger M. Snyder and Earl H. Kean. Mr. Sweigart indicated he agreed with Mr. Gretsky regarding the cost of this lawsuit and the Commission will wait to see the outcome of the case before any other action is considered. Ms. Martin noted Mr. Snyder has a right as a citizen to stay on the Commission if he feels he was treated unfairly.

4. Consent Calendar

- a. Approval and ratification of the minutes of the October 28, 2008 meeting.
- b. Accept and ratify the Treasurer's Report for the period of October 1, 2008 through October 31, 2008, subject to audit.
- c. Approve payment of all bills via Bill List #24-2008 in the amount of \$ 2,755.34; Bill List #25-2008 in the amount of \$ 21,429.85; and ratify payment of all payrolls for the period of October 25, 2008 through November 21, 2008, inclusive, in the amount of \$78,126.22, which represents two pay periods.

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

5. Disposition of 1999 Ford Crown Victoria Police Cruiser:

Mr. Richard Forry reported one bid was received and that bid is in the amount of \$1,282.00.

A motion was made by Roger M. Snyder and seconded by Gerald G. Cole to award the sale of the 1999 Ford Crown Victoria to Dwayne Gretskey of ASAP Auto in the amount of \$1,282.00. All members present voted in favor of the motion.

6. NRLCPD Seat Belt Policy:

Chief Gatchell stated the Buckle Up Program requires police departments to have a seatbelt policy in place and noted the Northwest Regional Lancaster County Police Department received approval for a grant through the PennDOT National Highway Safety Pop and Lock Program.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to approve the Northwest Regional Lancaster County Police Department seat belt policy as presented. All members voted in favor of the motion.

7. Right-to-Know Law – Inspection and Duplication of Public Records:

Chief Gatchell stated the Right-to-Know Law requires law enforcement to adopt a resolution whereby: 1) a policy is established for the inspection and duplication of records; and 2) and a Commission Open-Records Officer by appointed. Chief Gatchell recommended the Administrative Assistant, Shirley Merrill, be appointed as the Open-Records Officer.

A motion was made by Gerald G. Cole and seconded by Roger M. Snyder to adopt Resolution No. 3-2008 whereby a policy is established for the inspection and duplication of records and Shirley W. Merrill is appointed as the Commission's Open-Records Officer. All members voted in favor of the motion.

8. Year 2009 Meeting Dates:

Mr. Forry indicated the two Townships had been contacted and were available for the meeting dates. Mention was made that the May 26, 2009 meeting conflicts with the Mount Joy Township Planning Commission meeting.

A motion was made by Gerald G. Cole and seconded by Roger M. Snyder to approve the 2009 Meeting Dates as presented and to advertise the meeting schedule. All members voted in favor of the motion.

9. NRLCPC Year 2009 Budget:

Mr. Forry noted there was no action necessary at this time. J. Clair Hilsher noted he expects the budget to be approved by West Donegal Township at the December 1, 2008 meeting.

10. Correspondence:

- a. Calls For Service Report – October 2008.
- b. Police Activity Report – October 2008.

- c. Overtime Report – October 2008.
- d. Police Cruiser Mileage Chart – October 2008.

11. Other business:

Patrolling at Elizabethtown High School Basketball Games:

Chief Gatchell stated he received a request from Chief Jack Mentzer of Elizabethtown Borough Police Department asking if Officers of the NRLCPD could help work Elizabethtown High School basketball games. Chief Gatchell recommended following the same policy as was set up for the football games.

A motion was made by Gerald G. Cole and seconded by Don L. Bosserman to approve officers working the Elizabethtown High School basketball games using the same protocol as the football games. Roger M. Snyder opposed. Motion carried.

Lawsuit

Mr. Sweigart stated he has asked Chief Gatchell to be the communications coordinator and communicate between the defendants and the attorneys defending them in the lawsuit that was filed against the former Police Chief and the two Officers as named in the lawsuit.

A motion was made by David W. Sweigart and seconded by Roger M. Snyder to appoint Chief Gatchell as the communications coordinator between the defendants and their attorneys and appoint Gerald G. Cole as the liaison and communicate between the Chief and the Commission. All members voted in favor of the motion.

- 12. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission **will be held on December 23, 2008, beginning at 6:30 P.M., at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022.**
- 13. 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 voted in favor of the motion.

Respectfully submitted,

Richard E. Forry
Secretary
Northwest Regional Lancaster
County Police Commission