

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on March 24, 2009**

1. Charles A. Tupper called the meeting to order at 6:30 P.M. in the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022. Charles A. Tupper led the pledge of allegiance.
2. Roll Call: Present – Charles A. Tupper, Steven J. Speers, and Nancy Z. Garber. Absent: Gerald G. Cole and Don L. Bosserman.
3. Public Comment: None.
4. Consent Calendar:
 - a. Approval and ratification of the minutes of the February 24, 2009 meeting.
 - b. Accept and ratify the Treasurer's Report for the period of February 1, 2009 through February 28, 2009, subject to audit.
 - c. Approve payment of all bills via Bill List #6-2009 in the amount of \$ 11,166.23; and Bill List #7-2009 in the amount of \$ 37,037.35; and ratify payment of all payrolls for the period of February 14, 2009 through March 13, 2009, inclusive, in the amount of \$ 85,656.28, which represents two pay periods.

A motion was made by Steven J. Speers and seconded by Nancy Z. Garber to approve the Consent Calendar as written. All members present voted in favor of the motion.

5. Detective Position:

Chief Gatchell stated he had done research on the testing process. The PA Chiefs of Police Association uses Stanard and Associates in Illinois. Chief Gatchell spoke with Stanard and Associates and they are willing to revise it's exam so it's unique to our department and Pennsylvania law. The base price is \$450.00 and \$100.00 per test. The proposal was submitted to the Northwest Regional Police Association (NRPA) and they are in agreement the test is acceptable. The NRPA proposed a second segment of the testing process which would be an oral interview with a pool of Lancaster County Police Chiefs who are in excess of 10 miles from this jurisdiction. Chief Gatchell submitted 6-8 names to the NRPA and they were in agreement the names that were submitted were acceptable to be on the oral interview panel. Chief Gatchell noted he had recommended grading be done 40% for the oral test and 60% for the written test; although he was not opposed to a 50-50 grading system. The NRPA was agreeable with a grading system of 50-50. Chief Gatchell requested authorization to move forward in filling the Detective position and testing process.

A motion was made by Nancy Z. Garber and seconded by Steven J. Speers to approve filling the position of Detective and to proceed with such testing. All members present voted in favor of the motion.

6. Personal Appearance Policy:

Mr. Charles A. Tupper questioned what is considered neatly trimmed. Chief Gatchell noted the amendment defines a goatee as not to exceed a 1/2" in length.

A motion was made by Steven J. Speers and seconded by Nancy Z. Garber to approve an amendment to the Personal Appearance Policy whereby neatly trimmed goatees are permitted with the goatee not to extend more than 1/2" beyond the opening of the mouth. All members present voted in favor of the motion.

7. COPS Hiring Recovery Grant Program:

Chief Gatchell stated he had researched the grant. This grant not only includes entry level salary but benefits as well, for a period of three years, as long as the officer is retained 12 months after the third year. Chief Gatchell noted that in three years, the officer would be drawing a third year salary and the Commission would only be reimbursed for an entry level salary. Chief Gatchell also noted April 14th is the deadline for applications. Chief Gatchell reported he had spoken with Bridget Holden, the principal of the

Lancaster County Career & Technology Center, who is open to discussing a part-time school resource officer who could devote their time between the Lancaster County Career & Technology Center, Rheems Elementary and Fairview Elementary schools.

A motion was made by Steven J. Speers and seconded by Nancy Z. Garber to approve the submission of a grant application via the COPS Hiring Recovery Grant Program as presented. All members present voted in favor of the motion.

8. Section 1504 – Second Class Township Code:

Mr. Richard E. Forry reported he had received an updated version of Section 1504 where the wording has been changed by adding electronic auction sales as a method that can be used for the disposition of used police cruisers. No matter what method of sale is used, advertising is required. The Lancaster New Era and Intelligencer Journal meet the advertising requirements. Mr. Duane Gretskey recommended advertising on Craig's List after the one ad is placed in the newspaper. Mr. Forry noted he was aware of online advertising via Municibid, although he was unaware of their requirements. Mr. Gretskey noted State auctions are run 6 to 8 times per year. Chief Gatchell recommended waiting for the next State auction due to time constraints. Mr. Gretskey will look into the date of the next State auction at Keystone Auction and will inform Chief Gatchell of the date.

A motion was made by Steven J. Speers and seconded by Nancy Z. Garber to approve the use of "on-line" auctions for the sale of old police cruisers. All members present voted in favor of the motion.

9. Correspondence:

- a. Police Activity Report – February 2009.
- b. Overtime Report – February 2009.
- c. Police Cruiser Mileage Chart – February 2009.

10. Other business.

Alarm System:

Nancy Z. Garber noted the alarm at West Donegal Township's Municipal Building will be inspected next week and noted the WDT Water Authority was no longer retrieving telephone calls from upstairs. Chief Gatchell noted the alarm calls were significantly reduced.

Resignation of Richard K. Fogie:

Chief Gatchell reported Officer Richard K. Fogie was very dependable and had been looking for a full-time position.

A motion was made by Steven J. Speers and seconded by Nancy Z. Garber to accept the resignation of Richard K. Fogie as a part-time police officer. All members voted in favor of the motion.

11. The next regularly scheduled meeting of Northwest Regional Lancaster County Police Commission will be held on April 28, 2009 at 6:30 PM at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022.

12. A motion was made by Nancy Z. Garber and seconded by Steven J. Speers to adjourn the meeting at 7:10 P.M. All members voted in favor of the motion.

Respectfully submitted,

Richard E. Forry
Secretary
Northwest Regional Lancaster
County Police Commission