

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on November 22, 2011**

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 – Ralph F. Horne, Charles A. Tupper, Charles G. Bailey, Jr., and Nancy Z. Garber.

Absent: Don L. Bosserman.

3. Public Comment: None.

4. Consent Calendar:

a. Approval and ratification of the minutes of the October 25, 2011 meeting.

b. Accept and ratify 1) the Treasurer's Report for the period of October 1, 2011 through October 31, 2011, subject to audit; and 2) the Commission Treasurer's Certificate of Deposit summary report, and 3) the Commission Treasurer's purchase of Certificates of Deposit as follows:

Fund	Amount	Where Invested	Maturity Date	Interest Rate
No Certificates of Deposit				
were purchased.				

c. Approve payment of all bills via Bill List #22-2011 in the amount of \$ 38,451.04; and Bill List #23-2011 in the amount of \$ 32,427.71; and ratify payment of all payrolls for the period of October 22, 2011 through November 18, 2011, inclusive, in the amount of \$ 86,620.15, which represents two pay periods.

d. Officer Kenneth C. Neidinger – Settlement Agreement & Release: Approve, ratify and confirm the "Settlement Agreement & Release" relative to Officer Kenneth C. Neidinger's employment separation as prepared by the Commission's Labor Counsel, i.e. Mr. Joseph C. Rudolf, Esq. and authorize the Chair of the NRLCPC to sign the same. [The Agreement has been signed by Mr. Neidinger and Officer Frank H. Ember, Jr. representing the Northwest Regional Police Association].

e. Year 2012 Meeting Dates: Approve the NRLCPC Year 2012 meeting dates as presented by the Commission's Secretary/Treasurer. [New Meeting Time – All meetings will begin at 7:00 P.M.]

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

5. Police Secretary Position:

Request for motion to 1) authorize the placement of an advertisement seeking candidates to fill the police secretary position; 2) determine the venues for such advertisement; and 3) approve the draft job description and salary document as prepared by Chief Samuel H. Gatchell, III. Chief Gatchell noted he would like to place the ad in the Sunday Lancaster Newspaper and hopes to have someone in place by early January. Chief Gatchell asked if a probationary period should be put in place.

A motion was made by Ralph F. Horne and seconded by Charles G. Bailey to authorize placement of the advertisement for the Police Secretary position in the Lancaster Newspaper with the position having a 6-month probationary period policy in effect. All members present voted in favor of the motion.

6. Police Officer Position:

Chief Gatchell recommended hiring protocol for candidates to fill the position of police officer be utilized through the Lancaster County Chief of Police Association with the stipulation candidates be Act 120 certified. [This action is being taken to fill the vacancy created with the retirement of Officer Kenneth C. Neidinger].

A motion was made by Ralph F. Horne and seconded by Charles G. Bailey, Jr. to hire a new officer through the Lancaster County Chief of Police Association hiring consortium process with candidates required to be Act 120 certified. All members present voted in favor of the motion.

7. Correspondence:

- a. Calls for Service – October 2011.
- b. Police Activity Report – October 2011.
- c. Overtime Report – October 2011.
- d. Police Cruiser Mileage Chart – October 2011.

10. Other business: None.

11. Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission **will be held on December 20, 2011, beginning at 6:30 P.M, at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022.**
12. A motion was made by Ralph F. Horne and seconded by Charles G. Bailey, Jr. to adjourn the meeting at 6:43 P.M. All members voted in favor of the motion.

Respectfully submitted,

Richard E. Forry
Secretary
Northwest Regional Lancaster
County Police Commission