



**Southern Police Commission
Monthly Meeting
September 7, 2016**

A public meeting of the Southern Police Commission was held on Wednesday, September 7, 2016 at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

Commission Members Present: Chief Boddington, Roy Burkins, Jeff Blum, Peter Schnabel, John Trout, Jeff Halapin, Buck Buchanan, Adam Rettig, Robert Herzberger

Solicitor: Peter Ruth

Alternate members present: Nate Kirschman, Bruce Merrill, Kenton Kurtz

PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:00 p.m. with the pledge of allegiance to the flag and a moment of silence for all police officers, firefighters, and EMT's who were killed in the line of duty.

CHAIRMANS ANNOUNCEMENTS

- John Trout shared two thank you letters:
 - *West Manchester Police Department* thanking SRPD for Detective Shafer's response and assistance with forensics in relation to a death investigation.
 - *Junior Achievement* thanking Officer Carey for his involvement and volunteerism in their program, which promotes literacy, work readiness, and entrepreneurship in South Central Pennsylvania.

REVIEW OF MINUTES

- Motion to approve August minutes: Buck Buchanan; Second: Roy Burkins. Motion Carried.

REVIEW & APPROVAL OF AUGUST 2016 EXPENDITURES

- Monthly expenditures for August totaled \$70, 341.70 utilizing checks 10143-10178.
Motion to approve: Buck Buchanan; Second: Jeff Halapin. Motion Carried.

CHIEF'S REPORT

- Monthly police report reflects July numbers; after September 10, data will be available to complete the August monthly report.
- August incidents:
 - Shrewsbury [Rutters] – credit card fraud; extensive operation with a high number of offenders involved; Secret Service now involved.
 - Shrewsbury – (Labor Day Weekend) loud disturbance resulted in an arrest due to the discovery of four bags of heroine and a stolen semi-automatic pistol.
 - Stewartstown [Rite Aid] – robbery, demanding drugs. Worked with other agencies – perpetrator was identified and caught in Erie, PA.
 - Glen Rock - sexual assault; South Carolina 20 year old woman sexually assaulted a child.
 - Glen Rock [Odyssey Fireworks] – theft - \$70,000 worth of merchandise.
 - New Freedom (Sept) – child pornography incident; perpetrator arrested.

COMMITTEE REPORTS

Insurance/Pension

- Buck Buchanan shared an email notice: PIRMA informational meeting being held in Gettysburg on September 15. Anyone interested in going should contact Gina who will facilitate your registration.

Personnel

- Pete Schnabel will have handouts to review and discuss pertaining to Chief's job description at the October meeting.
- Jeff Blum referenced Chief's job description and commented that most Chiefs of Police do their own budgeting as part of their management and oversight responsibilities. He feels current procedures should change to reflect a more active role in this process for Chief Boddington.
- Jeff Blum made a motion that (1) Chief Boddington and Gail Prego (bookkeeper) should be involved in the 2017 budgetary process. Clarification of "involved" should be discussed at the next budget committee meeting, with Chief and Gail present (2) After 2017, Chief and Gail, along with recommendation/needs of his department, will be in charge of the budget; which will then be presented to the Commission for approval.
Both items to be further discussed within the personnel committee, then presented to the Commission for a final vote.

Second: Jeff Halapin. Motion carried.

Facilities & Equipment

- Nate Kirschman reported on the newly purchased vehicle; it is in the process of getting decaled; from there it goes to K&C for a light bar and equipment installation. It should be completed by this time next month.
- Nate Kirschman reported that the department's current telephone system - purchased in 1992 - continues to be problematic. Caller ID works intermittently, and because of its age, replacement parts cannot be found and maintenance costs are high.
Buck Buchanan requested Nate to explore alternatives and costs for a new system, with his findings presented at the next meeting for the Commission to review.

Review of Expenditures

- Total funds available: \$508,937.10; total income is 99.9% of budget.
- Buck Buchanan has requested a review to study the general reserve account; are funds sufficient to substantiate PTO (paid time off)?
- Buck Buchanan asked if he should use percentage numbers for response time and patrol time equally in relation to framing the 2017 budget. The Commission felt this would be appropriate.
- PMRS MMO worksheet is completed; estimated payroll for 2017 is \$165,964; estimated employee contribution is \$177,355; municipal pay-in is projected to be \$125,588. Buck Buchanan made a motion to approve the 2017 MMO for the SRPD Pension Plan; Second Jeff Halapin. Motion carried.

EXECUTIVE SESSION

- 9:35 PM – John Trout: motion to invite Nate Kirschman, Bruce Merrill, and Kenton Kurtz to Executive Session; Second: Jeff Halapin. Motion carried.
- 10:05 – Executive Session adjourned.

OLD BUSINESS

- Transition from Guardian to OneAmerica is complete, covering Group Term Life/AD&D and Short and Long Term Disability Insurance, effective September 1, 2016.

ADJOURNMENT

- 10:09 PM – Jeff Halapin: motion to adjourn; Second: Roy Burkins. Motion carried.