

**Southern Police Commission
Continuation Meeting
Budget Preview
September 19, 2017**

A public continuation meeting of the Southern Police Commission was held on Tuesday, September 19, 2017 at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

Commission Members Present: Roy Burkins, Peter Schnabel, John Trout, Jeff Halapin, Buck Buchanan, Rollin Apgar, Robert Herzberger, Bruce Merrill (seated alternate)

Commission Members Absent: Jeff Blum

Alternate Members Present: Mike Sharkey, John-Paul Whitemore, Brady Terrell

Solicitor: Peter Ruth

Police Department Representative: Chief Boddington

PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman John Trout at 19:03 who led the pledge of allegiance to the flag.

CHAIRMAN'S ANNOUNCEMENTS

Chairman Trout stated that the purpose of this continuation meeting was to review the budget being presented by the Department. There will also be an executive session.

MMO – Retirement Plan

Commissioner Buchanan stated that at the last meeting the Minimum Municipal Obligation (MMO) was discussed and now requires approval by the Commission. He explained what factors are used to calculate the Commission's contribution. The projected MMO for 2018 is \$175,502, with the State contributing some yet-to-be determined amount.

MOTION:

Commissioner Buchanan moved to officially approve the MMO calculations for the year 2018 and that total will be \$175,502.00. The motion was seconded by Commissioner Apgar. There was a vote of AYE and the motion carried unanimously.

CHIEF'S REPORT

At the request of the Chairman, Chief Boddington made a report regarding Detective Shaffer's condition. The Chief reported that he's out of intensive care and will require recovery time.

BUDGET PROPOSAL

The proposed draft budget was discussed in detail. A top-level budget document was presented to the commissioners by Chief Boddington and Finance Administrator Gail Prego. There was discussion regarding how PPU's allocated for both member and non-member communities affect the budget performance. The effect of vacation, holiday, overtime, and premium pay will affect the results. Overtime use during the current and previous years to assess what caused the overtime to be used. Overtime requirements were reviewed and discussed. Minimum staffing was reviewed to restate that a shift must include 2 officers available for patrols, responses, and backup for all shifts.

The part-time admin position was reviewed and that workload is currently being allocated to the remaining administrator, Chief, officers, and commission recording secretary. There was a discussion

regarding favorable performance of Administrator Diana Moss. A pay increase for her had been discussed.

MOTION:

The Chairman called for a motion regarding Administrator Moss' pay increase. Commissioner Buchanan moved that pay raise of 3% be approved for the Administrator. The motion was seconded by Commissioner Herzberger. The basis for the percentage of the raise was discussed. Chairman Trout called for the question: Votes Aye 7, Opposed 1. The motion carried.

Workers compensation insurance was reviewed, and due to yet-to-be-resolved issues related to Officer Stoneman's service-related injuries that this budget item should not be changed.

Health insurance costs were discussed. Health care rebates are not predictable and should not be included in budgeted expense calculation.

Vehicle expenses were discussed. The fleet is aging. The discussion included that 2 of the older vehicles be traded for another new vehicle during 2018. The thoughts go toward turning in the Explorer and one of the Chargers and potentially getting another Tahoe. The discussion included choosing a Ford Police Interceptor Utility compared to the Tahoe. The mission profile of the Department seems to favor a true four-wheel-drive vehicle.

Other items, such as office rent, maintenance, information technology, office supplies were reviewed.

The discussion document used at the meeting was preliminary and not included with these minutes. A final budget document will be available for approval at the October regular meeting.

ANNOUNCEMENT FROM THE FLOOR

Alternate Commissioner Sharkey announce that the VFW would be hosting a fund raising event to include beer and wine fest in the park Saturday October 21, 2017 11 until 5

EXECUTIVE SESSION

Chairman Trout requested a motion to include the alternate members present in the executive session. A motion was made by Commissioner Halapin, seconded by someone. The motion passed. Executive session began approximately 20:00.

RECONVENTION

The continuation meeting reconvened at 20:16 after discussion of a personnel matter in executive session.

ADJOURNMENT

A motion was made by Commissioner Halapin, seconded by Commissioner Schnabel, to adjourn. That motion passed unanimously.