

**Southern Regional Police Commission
Monthly Meeting**

September 6, 2017

A public meeting of the Southern Police Commission was held on Wednesday, September 6, 2017 at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

Commission Members Present: Jeff Blum, Buck Buchanan, Roy Burkins, Robert Herzberger, Victoria Ribeiro (Seated Alternate), Peter Schnabel, John Trout

Solicitor: Peter Ruth

Police Chief: James Boddington

Alternate Members Present: John-Paul Whitmore , Brady Terrell, Michael Sharkey

Secretary: Michael Sharkey (temporary)

PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Trout at 19:01 with the pledge of allegiance to the flag and a moment of silence for fallen police officers, firefighters, and EMT's who lost their lives in the line of duty.

CHAIRMAN'S ANNOUNCEMENTS

- Chairman Trout introduced Stacey Peterson, Church Council President from St. John's Lutheran Church who presented a donation to the Commission that was collected during the dinner at the National Night Out event in August. The Commission thanked Ms. Peterson for the donation.
- A letter was received from New Freedom Borough describing an increase in the building rent to \$3,150/month (37,800 annual).
- A letter from Ed and Maria Richie was received thanking Officer Heffner for his promptness and professionalism with a recent call for service. They also included St. Michael pendants for the entire force.
- A certified letter was received from Stewartstown Borough regarding their August 7, 2017 public meeting and providing a notice of intent to withdraw from the Commission effective 12/31/2018
- Chairman Trout announced there will be an executive session later during the meeting to discuss a personnel issue.

PUBLIC COMMENTS: There were no public comments.

REVIEW & APPROVAL OF AUGUST MEETING MINUTES

Commissioner Buchanan asked if there were any updates made since the previously emailed draft of the August minutes. None have been received. A motion was made by Commissioner Blum, seconded by Commissioner Schnabel to approve the minutes of the previous meeting as written. Commissioner Merrill abstained from the vote, the remaining members unanimously voted in favor.

CONSULTANT'S REPORT

Consultant Ron Smeal was not present. Commissioner Blum discussed that he has had some communication with Mr. Smeal regarding continued need for in-depth services. It was stated that Mr. Smeal believes he has completed the services he was originally requested to provide.

REVIEW & APPROVAL OF AUGUST 2017 EXPENDITURES - FINANCE & BUDGET

- Chief Boddington stated the second health rebate payment was received in the amount of \$40,000, bringing the year to date total received to \$161,000. He described overtime costs being a little higher than expected, but less than last year and otherwise running inline with the budget. He pointed out on page 3 of the finance report, account 7325 for Building and Maintenance, there were some unexpected repairs and he will be

looking to adjust this budget category for next year. He also described that between payroll and health care costs, we should be close to budget projections this year.

- Commissioner Herzberger asked why contributions from member municipalities don't add up to 100%. Gail Prego explained the difference is due to the change to the PPU system made in July versus the original budget.
- A motion was made by Commissioner Buchanan, seconded by Commissioner Blum, to approve expenditures for check numbers 10522 through 10541 in the amount of \$144,316.88. Commission member voted unanimously in favor.

CHIEF'S REPORT

- Chief Boddington reported that this month's Calls for Service report is inline with the formal International Association of Chiefs of Police (IACP) descriptions. The new format shows obligated time, administrative time and patrol coverage time adjusted to meet targeted time determined by the PPU formula. The targeted time is being monitored on a weekly basis.
- Commissioner Herzberger questioned why targeted time doesn't coincide with the PPUs for each municipality. Chief Boddington explained that the time will fluctuate depending on how many hours are used. Commissioner Herzberger expressed that since this is the first month using PPUs, the targeted hours should equal the PPU obligation. It was also pointed out the report shows time calculations include dates from July 1, 2017 through August 5, 2017 and monthly statistics should be should reflect the calendar month. Commissioner Buchanan expressed the report should clearly display incidents instead of "calls for service".
- Commissioner Blum asked about obligated vs. actual time and why does New Freedom Borough show higher obligated time than Shrewsbury Borough? The monthly report will need clarification since this is a new process for us. There was additional discussion regarding the percentage of total appearing in the table and the need that this should be able to be used to verify the contracted PPU percentages are reflected in total hours displayed in the report.
- Chief Boddington described the addition of Uniform Crime Report (UCR) data categories and crimes listed in each municipality listed by incident date.
- Chief Boddington discussed some of the reported crimes in the monthly report including the following:
 - Multiple sexual assaults in New Freedom
 - Burglaries in Stewartstown - An arrest was made for a suspect responsible for multiple burglaries in local municipalities and Maryland.
 - A reported rape in Glen Rock
 - A knife attack in Glen Rock and the perpetrator sent a dog to attack the responding officer
 - There was an indecent exposure incident in Sweeney Park in Shrewsbury
 - There was a domestic disturbance in Glen Rock that resulted in an arrest on drug and firearm related charges
- Chief Boddington reported both the New Freedom and Stewartstown senior centers requested a prescription drug turn in service.
- Chief Boddington reported progress on the budget draft. It has been provided to Treasurer but they have not had an opportunity to meet and discuss with the full Finance Committee. Commissioner Buchanan explained the intergovernmental agreement lists specific dates of September 1 and November 1 to receive and approve the budget. It is difficult to adhere to these dates since they don't correspond to scheduled Commission meeting dates. Commissioner Buchanan indicated the Finance Committee will provide the preliminary budget draft to the municipalities before the Finance Committee has an opportunity to review and suggested using the Commission's continuation meeting date for further budget review. Gail Prego described the liability insurance and other variable costs will have to be estimated since final quotes are not normally received until later in the year.

INSURANCE & PENSION

Workmen's Compensation insurance is based a 3 year experience model, and we don't know what the exact cost will be. Liability insurance quote is close to our estimated cost. Health insurance costs will use our current 7% number until adjustments for health enrollment are received.

PERSONNEL - No report, there will be a personnel issue to discuss in executive session.

FACILITIES & EQUIPMENT - No report

CONTROL AND TRACKING DOCUMENT – No update

SOLICITOR'S REPORT

- Revisions were made to the MVR and Social Media policies to make compliant with Act 22
- Attorney Ruth invited all Commission members and alternates to attend a presentation at Stock and Leader's office called "Municipal 201". The use of body cameras for police will be a topic presented.

EXECUTIVE SESSION

At 8:07pm, Chairman Trout requested a motion to go into executive session to discuss a personnel issue. Commissioner Blum motioned to enter executive session and to include alternate members present. Commissioner Schanbel seconded and the motion passed unanimously.

The public meeting re-convened at 8:58pm. Chairman Trout announced that no decisions or votes were needed as a result of the executive session.

OLD BUSINESS - none

NEW BUSINESS - none

Commissioner Blum motioned to continue the meeting at our scheduled continuation meeting to be held Tuesday, September 19th to review and discuss the preliminary budget. Commissioner Burkins seconded and the motion passed unanimously.