

**Southern Police Commission
Monthly Meeting
July 17, 2018**

A public meeting of the Southern Police Commission was held on the alternate date of Tuesday, July 17, 2018 due to the Independence Day holiday having fallen on Wednesday, July 4, our normal meeting date. The meeting convened at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

Commission Members Present: Roy Burkins, Rob Herzberger, Bruce Merrill, Larry O'Brien, Mike Sharkey, Andrew Stewart, John Trout, John-Paul Whitmore (Seated Alternate)

Solicitor: Peter Ruth

Police Department Staff: Chief James Boddington, Financial Administrator Gail Prego, Sgt. Teague, Officer Hanson, Officer Heffner, Officer Carey and Officer Walton

Members Absent: Buck Buchanan

PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Trout at 19:00 with the pledge of allegiance to the flag and a moment of silence for fallen first responders, police officers, firefighters, and EMT's who lost their lives in the line of duty.

PUBLIC COMMENTS

Chairman Trout welcomed comments from members of the public present at the meeting. There were none from the general public. Officer Carey took this opportunity to announce that National Night Out would be held on Tuesday August 7, 2018 at Sweeney Park in Shrewsbury. Flyers will be sent out shortly regarding times and events. He requests support from the Commission as well as the community. There was a question regarding the Smoke in the Grove event, and it will be going on this year. More information to follow.

CHAIRMAN'S ANNOUNCEMENTS

- The Chairman read a letter from the Pennsylvania State Police thanking our Department for its assistance in an investigation relating to a bank robbery as well as other mutual aid activities. Mentioned by name were Detectives Blaise and Shafer.
- A letter was received from Stewartstown rescinding a previous letter committing to 3 years continued membership, and committing to 5 years. The Chairman also announced that Glen Rock Council has agreed to 5 years continued membership. All current member municipalities are now committed to 5 year membership in Southern Regional Police Commission and to the Department.
- Chairman Trout announced that there will be an Executive Session after the Solicitor's report.

REVIEW & APPROVAL OF JUNE 2018 MEETING MINUTES

- Commissioner Sharkey said that the minutes incorrectly named the Federal Holiday that had occurred on July 4th. He requested that the holiday be called Independence Day in the minutes. That request was agreed to by the Chairman.
- A motion was made by Commissioner Herzberger, seconded by Commissioner Stewart, that the minutes be accepted with the above mentioned change. A voice vote was taken and all voted Aye.

REVIEW & APPROVAL OF MAY 2018 EXPENDITURES

- Expenses for June 2018 were presented by Finance Administrator Prego leading the discussion.
- Revenues are ahead of forecast due to Southern School District increased requests for service.
- Wage expense is behind plan due to personnel shortages.
- \$65K healthcare refund is transferred to savings.

- Vehicle maintenance expenses are up recently. It's time to get serious about vehicle replacement.
- Camera repair and replacement expenses are up slightly.
- Administrative expenses: The audit is complete.
- Labor attorney expenses are up due to contract negotiations.
- Commissioner Herzberger asked if vehicle expenses were for one or multiple vehicles. Chief Boddington answered that it was for multiple vehicles. Chief Boddington also mentioned that two vehicles will be required for the SRO's, and that the plan to use the old cars as trading material would be now better used for the SRO vehicles as they will be parked at the school for most of the day.
- Chief Boddington mentioned that there is still revenue being received from the DEA investigation support. Another check was received for \$7800.00 from that source. Those funds can, and should be, used to fund additional equipment (light bar, etc.) for the new car.

A motion was made by Commissioner O'Brien to approve expenses for May check detail including several ACH's and check numbers 10817 through 10844 for \$134,866.77. The motion was seconded by Commissioner Burkins. Commissioner Herzberger provided clarifying comments with reference to the amount. The motion passed with an Aye vote.

CHIEF'S REPORT

- Chief Boddington discussed the reports from April 25 through May 19 and May 20 through June 16 that had been provided to the Commissioners. The reports cover the incidents and time analysis for that period. These reports show that the time and incident reports for each municipality can change quickly from month to month. All of the reports are within tolerance.
- The third carnival is now occurring and that affects levels of crime and incidents. Staffing shortfalls continue to affect schedule difficulties.
- Commissioner Herzberger asked the Chief how administrative hours are allocated to each municipality. Are they allocated as a percentage of the PPU's? The Chief responded that they are taken off the daily reports and anything that's not allocated to a municipality is considered admin. Admin time includes PTO, sick leave, in office to work on something. A detailed discussion ensued.

Chief Boddington reported the following events:

- Shrewsbury and New Freedom's carnivals went fairly well with minimum incidents. We tried to not put so many officers on overtime, but rather using the regularly assigned patrol officers. The Sheriff's Department sent Deputies to provide additional support.
- Officer Carey is leading the effort on National Night Out. He's coming in on his own time to work on that. The other officers are assisting him. If there's anyone who would be willing to help it would be appreciated.
- The speed trailer is out of service. Parts are out for service.
- Chief Boddington mentioned the letter from the State Police. They normally don't issue such letters.
- During the missing person incident in Glen Rock several years ago, one of the things that helped with that case was a surveillance camera that was affiliated with a business. The wife of that then missing person donated \$2500.00 toward cameras to help other people. That money was spent to help orient private and business cameras to be more effective in solving crime within and external to those business. After the bank robbery there was another incident at Hair Cuttery near FiveGuys during which there was an armed robbery where business surveillance cameras were used to resolve that crime. There are additional camera uses that result in arrests.
- Commissioner Stewart mentioned that Ring Doorbell Cameras now have a networked capability. Chief Boddington replied that we are aware of this and other private video surveillance resources.

- Commissioner Merrill asked if there were any areas that we wish that there was video surveillance that there isn't currently. Chief Boddington replied that there are such areas. Commissioner Merrill asked how long we'd have to retain any video evidence. Solicitor Ruth replied that we would follow our current evidence retention policies.
- Meetings are being conducted with the schools and that the SRO's are being prepared for their assignments.
- Regarding personnel, the Chief and Sergeants, with support from the personnel committee, have taken applications and interviewed about a dozen applicants and narrowed it down to a few. There were four applicants who were chosen as qualified, and three have been chosen and have accepted the offers of employment. They are finishing their pre-employment activities. One of the candidates, Victoria Walton, was present at the meeting. She's currently employed by the West York Police Department and is doing ride-along with Officer Heffner. Chief invited her to introduce herself and say a few words. She's looking forward to getting started. All three applicants are experienced and have many of the employment prerequisites completed.
- Progress was reported on a new vehicle.
- Commissioner Sharkey asked about how new fireworks laws are being enforced. Chief Boddington replied that there have been a problem with fires and complaint calls not only here but throughout the County. Commissioner Sharkey commented that citizens have expressed concerns regarding the lack of enforceability. There was more discussion regarding potential local ordinances. The 150 feet from structure rule in the new legislation was discussed. There was discussion regarding using the current noise ordinances to enforce fireworks abuse.
- Commissioner Merrill asked Solicitor Ruth about who is responsible for fireworks abuse or resultant damage, the property owner where the launch is made or the individual setting them off. Solicitor Ruth indicated that any ordinance crafted should specify who is held to account and could designate a secondary person also, example: Person setting them off, and then if not found, the property owner from whose property they were launched. Commissioner O'Brien asked Solicitor Ruth to provide a sample ordinance for the next meeting and that perhaps all of the member municipalities could adopt the same ordinance, and he's agreed to do that.

COMMITTEE REPORTS

FINANCE & BUDGET

- Commissioner Herzberger spoke for the committee that met with Finance Administrator Prego to review the numbers for the school district contracts. The direct costs of adding the new School Resource Officers will be covered by the contracted amounts but the majority of the administrative costs will be covered by the member municipalities.
- It was also determined that the department administrative costs associated with the PPU formula is not being covered. While the PPU re-calculation is to be based on 3 years of data, there isn't yet 3 years of data. Information must be available to calculate the 2019 budget. Chief Boddington committed to have historic data available from prior years to support formation of the 2019 budget.
- Commissioner Merrill asked if we are going to apply the PPU system to the non-school contract customers. Winterstown is under an existing contract that continues to March of 2019. It was noted that the incidents that affect PPU charges for Railroad are high. It was agreed that information has to be prepared and presented to the non-school contract municipalities regarding how the PPU system charging will affect them in anticipation of their 2019 budgeting.
- There was detailed discussion regarding the above issues.

INSURANCE & PENSION

- No report.

PERSONNEL

- Interviews that have occurred were discussed earlier.

FACILITIES & EQUIPMENT

- No report from the Committee.
- Commissioner O'Brien stated he had sent a proposed lease agreement for 5 years to the Facilities and Equipment committee members, and had provided copies for each Commissioner this evening. He also presented a financial breakdown of costs to maintain the space the Department uses. The proposal maintains the current rate of payment, which works out to \$1.61 per square foot, less than business rental would pay in this market. He suggested that the Commissioners review the document and prepare to discuss at next month's meeting.
- Commissioner Sharkey said that Shrewsbury Borough is looking at potentially offering an alternative facility for the police department.

CONTRACT NEGOTIATIONS COMMITTEE

- There had been meetings scheduled but were cancelled due to the carnival activities. A meeting will be called for the Contract Committee and the Officers' Association for negotiations prior to the August commission meeting.

SOLICITOR'S REPORT

- The IGA's relating to the SRO's have been completed and Solicitor Ruth has them ready for signature.
- Other items he's prepared to cover are intended for executive session.
- Commissioner Merrill stated that he felt the School Districts should be represented on the Commission. Solicitor Ruth responded that communications and reporting procedures are specified in the SRO agreements with each of the school districts and this concern was addressed therein. There had been no requests by the school boards or superintendents for any other governance interaction.
- Both SRO agreements have been signed and services are currently being provided under those agreements with current staff.

EXECUTIVE SESSION

- There were no alternates present other than those seated on the Commission so the requirement for alternate attendance motion was waived.
- The executive session began at 20:18 and ended at 20:39. A personnel matter had been discussed.

MOTION

- A motion was made by Commissioner Sharkey to deny the step 2 grievance. That motion was seconded by Commissioner Stewart. The motion passed with an Aye vote.

OLD BUSINESS

- There was a question from the audience regarding the grievance. Solicitor Ruth explained that it's a personnel matter and cannot be discussed in the public meeting.
- Commissioner Sharkey observed that all member municipalities had rescinded their letters of withdrawal and that all have either submitted letters or agreed in meetings to commit to 5 years. He suggested that all members fully commit to 5 years. He proposed:

- The development of an intergovernmental contract that commits all members to 5 years and the PPU system.
 - Setting a period for the review of the minimum obligated time.
 - Concept of dealing with major and minor changes so that future changes can be made with a super-majority
 - Define a withdrawal plan with penalties to make it difficult and at least requiring considerable thought on the part of the party considering withdrawal.
- Chairman Trout mentioned that the last IGA was formulated by the Borough Council Presidents. Commissioner Sharkey suggested that each municipality could make their own decision as to whom to appoint to the IGA committee. Commissioner O'Brien commented that one person plus an alternate from each municipality would probably work. There was further detailed concept discussion. It will take a review of the PPU results.
 - A motion was made by Commissioner Sharkey to appoint an ad hoc IGA committee made up of 1 member from each Member Municipality. That motion was seconded by Commissioner O'Brien. A voice vote was taken, and there was one opposed vote. The motion passed by the Aye majority votes. It was agreed to notify the affected municipalities of the expected activity.

NEW BUSINESS

- It was suggested by Commissioner Merrill that there be visits to the contracted municipalities to advise them of the coming changes involving the PPU system. The numbers might not be available but the concepts will be shared. Chairman Trout suggested that this item be tabled for old business at the next Commission meeting.

ADJOURNMENT: A motion to adjourn was made by Commissioner O'Brien, seconded by Commissioner Stewart. Consent was reached with an Aye vote and the Chairman declared the meeting adjourned at approximately 21:08. Next meeting will be August 1.