

**Southern Police Commission
Monthly Meeting
July 15, 2014 - Scheduled Meeting**

A public meeting of the Southern Police Commission was held on Tuesday July 15, 2014 at 7:00 p.m. at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom PA 17349.

Those present: Chairman John Trout, Commissioner William Gemmill, Commissioner Peter Schnabel, Commissioner Jeff Halapin, Commissioner Richard Buchanan, Commissioner Ann Merrick, Commissioner Bonner Smith, Chief James Boddington, Commissioner Brady Terrell, Alternate Nathan Kirschman and Solicitor Peter Ruth.

PLEDGE OF ALLEGIANCE

Chairman John Trout called the meeting 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.

PUBLIC COMMENTS

No public comments.

APPROVAL OF THE MINUTES OF JUNE 4, 2014

Chairman John Trout asked for a motion to approve the minutes from the June 4, 2014 meeting. After reviewing the minutes, Commissioner Brady Terrell made a motion to approve the minutes as presented, seconded by Commissioner Bonner Smith. Motion carried.

REVIEW OF EXPENDITURES FOR JUNE 2014

Commissioner Richard Buchanan made a motion to approve checks 9180 through 9213 with expenditures totaling \$87,792.72. Commissioner Jeff Halapin seconded that motion, motion carried.

CHAIRMAN'S ANNOUNCEMENTS:

Chairman John Trout announced that there will be an executive session regarding negotiations and that Attorney Benjamin Pratt will be in attendance during this session.

POLICE CHIEF'S REPORT:

Chief Boddington reported that during the month of May officers responded to 184 calls in Shrewsbury Borough, 137 in New Freedom Borough, 9 calls at the Southern York County School District, 63 calls in Glen Rock Borough, 8 calls in Railroad Borough, 9 calls in Loganville Borough, 101 calls in Stewartstown Borough, 43 Winterstown Borough, 17 calls in the South Eastern School District and 6 calls outside the department's jurisdiction.

Chief Boddington reported that during the month of May the following hours were spent in each jurisdiction: 359.02 - Shrewsbury Borough, 406.87 - New Freedom Borough, 130.55 - Southern York County School District, 171.43 - Glen Rock Borough, 6.08 - Railroad Borough, 12.27 - Loganville Borough, 301.82 - Stewartstown Borough, 53.57 - Winterstown Borough, 98.68 - South Eastern School District and 10.27 - outside jurisdiction. 991.45 hours were entered as other time.

Chief Boddington met with the Mayor and Council President of Loganville Borough to answer some questions that they had on the monthly police reports. They had asked to have the streets listed in the report where incidents happen. Chief Boddington asked the members of the Commission what their feelings were on this topic. Solicitor Ruth explained that if the streets are mentioned in the reports, there could be some liability issues with listing addresses in the reports.

Chief Boddington contacted the Pennsylvania Chief's of Police Association regarding expenses that are incurred with the Accreditation process. The initial expense is \$250.00 to become a member and \$1,000.00 per year to maintain it once Accreditation is achieved. There are 4 departments in York County that have successfully completed this process. It is difficult to maintain this status once it is accomplished. He then spoke with Ron Stern who agreed with Chief Boddington that as long as a department is using the Accreditation guidelines and adhere to the policies and procedures that getting the certificate is not that big of issue.

Chief Boddington asked the Commission to consider upgrading the in-car cameras in place of purchasing the GPS units. He explained that the cost would be \$3500.00 per vehicle but the current cameras could be traded in for approximately \$500.00. There are seven cars that would need new cameras.

Chief Boddington explained that the radios in the cars are running on 3 G and should be running on 4 G. In order for them to run at 4 G's we would have to upgrade the modems at a cost of approximately \$680.00 per vehicle, times seven cars. Eric Bistline recommended that every department must agree to this upgrade. The County Commissioners have agreed to pay for new radios with county funds. The department would have to budget for the modem upgrades.

Chief Boddington reported that car 71, the unmarked Crown Vic, has issues with the paint flaking off the car. He called the manufacturer but was told since it is out of warranty that we would be responsible for having the car painted in order to remedy the problem. Chief Boddington took the car to Gordon's Body Shop and they gave him an estimate of approximately \$2,300.00 to repair the damage. After some discussion the Commission asked Chief Boddington to get two more estimates on the repairs. Commissioner Richard Buchanan made a motion instructing the Chief to get three estimates not exceeding \$2,500.00, seconded by Commissioner Jeff Halapin. Motion carried.

Chief Boddington reported that two of the three carnivals are done and that so far all three have been held without incident. He also reported that when New Freedom got hit by the storm, several officers had to work overtime. He commended the fire department for the fine job they did during this situation. Chief Boddington will be sending Sheriff Richard P. Keuerleber a letter thanking him for the Sheriff's Department assistance during all three carnivals.

Chief Boddington reported that in April while repairing the speed trailer he needed to order a new part. The part finally arrived this week and when Chief Boddington went to install it the speed trailer did not work again. The company will be sending out a new part next week and the speed trailer should be back in service in the near future.

COMMITTEE REPORTS:

INSURANCE/PENSION

No report.

PERSONNEL

Solicitor Peter Ruth explained that some of the changes that were made to the By-Laws of the Southern Police Commission included reference to the Joint Municipal Agreement and that all

four municipalities must approve and sign the By-Laws. Article III, Membership, used to say that the Mayor is a required member of the Commission. It also explains that the Commission maintains 5 standing committees. He proposed that it should be adopted tonight and that he would get the correct Ordinance numbers from each municipality. It was also recommended that a line for the Vice-Chairman's signature be added. A motion was made by Commissioner Brady Terrell that upon approval of the By-Laws, after the above-mentioned changes are made, that they are forwarded to the four municipalities for their approval and Council Presidents' signatures. Motion seconded by Commissioner William Gemmill, motion carried.

Commissioner Peter Schnabel explained that in Section F on page 13 of the Joint Municipal Agreement that the Commission shall adopt a written police personnel policy covering all the sections of this article which will be made available for distribution to all parties of this agreement. The Policy and Procedural Manual which is located in the Police Department is available to any Commission member. He also explained that in Section C on page 9, Unexpended Funds, the Budget and Finance Committee will review this and Commissioner Richard Buchanan will have a report at the end of each year.

Alternate Nathan Kirschman reported that the Civil Service Commission met and had their organizational meeting. They nominated Alternate Nathan Kirschman to conduct the test and Jim Carmen will assist him. The study guides were distributed to the applicants and the books have been ordered. The written test is scheduled for September 25th and the oral exams will be conducted by three Chiefs of Police from York County.

EXECUTIVE SESSION

Chairman John Trout called an executive session at 8:10 p.m. to discuss the negotiation process. Executive session ended at 9:20 p.m.

FACILITIES AND EQUIPMENT

Alternate Nate Kirschman reported that in August John LaMartina will no longer be doing the website for the department. Alternate Kirschman and Detective Teague will take over that responsibility. NFDC Connections will be charging the department \$140.00 per year.

REVIEW OF EXPENDITURES

Commissioner Richard Buchanan asked about Capital Outlay – Vehicles has \$1,600.00 in it and after some research it was determined it was to decal the Stewartstown vehicles.

FINANCE AND BUDGET

The Budget and Finance Committee met to discuss the overtime rate that was being charged to the school districts. After some discussion it was determined that the rate being billed to the school districts does indeed cover all expenses.

ISSUE CONTROL AND TRACKING DOCUMENT

Commissioner Richard Buchanan made a motion to discontinue the Accreditation process but continue with following their procedures and maintain the membership which was seconded by Commissioner Brady Terrell. Motion carried.

Civilian Employee Job Descriptions – work in progress.

The pension agreement is being reviewed.

Budget – 2015 Budget Commissioner Buchanan is working on project out some of the costs since we are six months into the year to get an anticipated end of year figure for some of the

line items. He asked Chief Boddington to give some thought if the department needs a new vehicle. The Budget Committee will meet sometime in August.

SOLICITOR'S REPORT

Attorney Peter Ruth explained that since the hourly rate questions have been addressed the contract with South Eastern School District will be signed in the near future.

OLD BUSINESS

Chief Boddington asked for and was given approval to move forward with phase two of the hiring process since the contract with the South Eastern School District will be signed in the near future.

NEW BUSINESS

After some discussion Chief Boddington will work on recognizing John LaMatina for all his work in creating and maintaining the department's website.

Chairman John Trout reported that the Commission has received a letter from Detective Teague on behalf of the Union to open contract negotiations.

ADJOURMENT

Commissioner Jeff Halapin made a motion to adjourn at 10:00 p.m. seconded by Commissioner Ann Merrick. Motion carried.

Respectfully submitted and recorded by:
Patricia Ann Miller
Administrative Assistant