

**Southern Police Commission
Monthly Meeting
February 6, 2019**

A public meeting of the Southern Police Commission was held on Wednesday, February 6, 2019. The meeting convened at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

Commission Members Present: Buck Buchanan, Roy Burkins, Rob Herzberger, Bruce Merrill, Larry O'Brien, Mike Sharkey, John Trout, Nick Wagner (seated alternate)

Solicitor: Peter Ruth

Police Department Staff: Chief James Boddington, Financial Administrator Gail Prego, Administrator Diana DeMoss, Sgt. Teague, Ofc. Heffner, Ofc. Hanson, Ofc. Smith

Members Absent: Andrew Stewart

Alternate Members Present: Donna Benton

IGA Committee Members: None

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.

PRESENTATIONS

Jeff Brown and Sarah Brown, the new President and CEO of Keller-Brown Insurance, presented a check to support the Canine Officer program. Jeff also stated that he and his firm are pleased to support the work of the Southern Regional Police Department.

Phil Olphin, representing the New Freedom Lions Club, presented a check to support the Canine Officer program. He thanked the Police Department for being a valuable asset to the Southern York County Community. He thanked Officer Smith for his presentation the previous evening regarding the Canine Officer program.

NEW OFFICER OATH OF OFFICE

Chief Boddington introduced Officer Tyler Wright as a newly hired police officer. Ofc. Wright's mother was present for pinning on his badge. Ofc. Wright introduced his extended family who was present for this occasion. The Oath of Office was administered by Judge Sweeny. Ofc. Wright made a few comments and introduced himself to the Commissioners.

CHAIRMAN'S ANNOUNCEMENTS

- Chairman Trout asked Officer Smith for a report regarding fund raising for the Canine Officer program. Officer Smith replied that approximately \$9700.00 had been raised to date. A "go fund me" page has been researched and local media outlets have been contacted.
- Chief Boddington mentioned that Senator Phillips-Hill's office has been contacted regarding obtaining funding through grant or other State money. A 501C3 opportunity is also being researched. There was a discussion regarding whether to establish one for this purpose or use another organization that might be closely aligned with our activities.
- Statements of Financial Interest will soon be due.
- Chairman Trout announced that there will be an Executive Session this evening.

PUBLIC COMMENTS

- Recording Secretary Kirschman advised the Commission that a radar bill is in the State House, HB352 introduced February 5, 2019. He recommended that the Commissioners, individually, collectively, and representing their Borough Councils, contact their State Representative in support of the Bill. It is a fairly “clean” bill as introduced with all of the major objections to radar, such as prohibition on quotas, use of only marked vehicles for radar enforcement, having been included in the Bill. Training is required but not “Accredited Departments” as had been in previous bills that hadn’t passed. (Post meeting note: HB74 was introduced by Representative Rothman on January 28, 2019. It has the full-time department, full-time officers, and unaffordable Accreditation special interest requirements in it.)
- Kirschman also advised the Officers present, as well as any Commission member who might be interested in going, that tickets to the FOP Shrimp and Oyster feed are available for February 28.

REVIEW & APPROVAL OF JANUARY 2, 2018 MEETING MINUTES

- Chairman Trout asked for a review and approval of the minutes for meeting on January 2.
- A motion was made by Commissioner O’Brien, seconded by Commissioner Buchanan, to approve the minutes as submitted. All in favor consented with an Aye vote, there were no Nays, and Commissioner Merrill abstained due to not having been there.

REVIEW & APPROVAL OF DECEMBER 2018 EXPENDITURES

- Expenses through December 31, 2018 were presented by Finance Administrator Prego leading the discussion.
- The Department expenses remain under budget. There are several reasons for this, including the Chief covering shifts pending new officer hire.
- Revenue from the School Districts, the Pension State Aid, the surplus from the health insurance appear high due to our having budgeted higher than the actual cost results.
- The differences in health care budget versus expenses were discussed with Commissioner Merrill.
- Commissioner Merrill asked if there was a vehicle in the budget for this year. The answer is yes. Commissioner Buchanan noted that vehicles are typically purchased during the second quarter. Chief Boddington mentioned that he has made a reservation on a suitable vehicle due to inventory shortages, and it’s being held at the dealer pending our purchase. It was agreed to purchase the vehicle now.
- A motion was made by Commissioner Buchanan to approve expenses for December from the Monthly Expense report of \$138,805.26 and approve the check detail including several ACH’s (electronic transfers) and check numbers 11037 through 11062 based on the check register total of \$79,395.50. The motion was seconded by Commissioner O’Brien. Chairman Trout called for any further questions and there were none. The motion passed with an Aye vote.
- Commissioner Herzberger asked about reserve funds being rebated to the member municipalities. Chairman Trout mentioned that uncommitted reserves, per the IGA, should be 10% of the annual budget. There was a detailed discussion. The Finance Committee will meet with Finance Administrator Prego and a report regarding potential rebates will be made available for the next month’s meeting.

CHIEF’S REPORT

- Chief Boddington reviewed and explained the police incident and time reports of January 10 through January 26, that had been provided to the Commissioners and will be posted on the web site.
- Time attributed to each municipality is within tolerance. Time spent in each municipality is being managed by the Sergeants as closely as possible. The officers make every effort to balance forecasted time with real requirements. Overtime is being kept as low as possible.
- Remaining and carry-over vacation were discussed. Chief’s carry-over was the highest due to his covering shifts due to personnel shortage and others taking their vacation.
- There were several clarifying questions regarding the report which were answered by the Chief.

- There has been a Distraction Burglary this month. Sgt. Teague provided the Commissioners with some of the details of the crime and activity taking place to solve the crime. These criminals posed as utility employees trouble-shooting a problem at that residence.
- The Detectives worksheet of open cases was shared with the Commissioners by the Chief. This list is growing due to our need for 1.5 Investigators and having only one due to being down one officer. There had been a discussion regarding using retired officer Storeman to help clear these cases as well as supporting administrative activities. Chief Boddington has been researching the position of Community Services Officer (CSO) that other departments are using. A sample policy proposal has been reviewed by Solicitor Ruth who said that it looks good. The Chief requested the following of the Commission:
 1. That he be allowed to create the position of Community Services Officer, which would be filled by Officer Storeman.
 2. Allow 8 additional work hours to be assigned to him due to the duties in addition to the administrative load that he's already carrying. The proposal is to add 8 hours per week, for a total of 32 hours per week for Officer Storeman. The cost would be approximately an additional \$7,200.00 which is not in the current budget.
 3. A CSO doesn't carry a weapon as part of his work and cannot drive a marked police vehicle. Nearby departments operating with a CSO provide that person with an unmarked vehicle. Chief Boddington recommended that the 2003 Crown Victoria that was going to be traded at some point, but is worth only \$500.00 as a trade-in, to be assigned to the CSO.
- Commissioners Buchanan and Merrill asked how this task assignment would affect Storeman's status as being retired from active police work on disability. Solicitor Ruth said that he didn't think it would affect that status.
- There was further detailed discussion regarding this potential position and the issues with regards to it.
- Commissioner O'Brien made a motion to let the Chief continue to develop the CSO policy and position requirements along with the financial impact. The motion was seconded by Commissioner Sharkey. Commissioner O'Brien amended his motion to include the vehicle. Commissioner Sharkey agrees. The finance committee will review the financial impact. Commissioner Merrill asked Officer Heffner, who represents the Officers Association, if they have any objections or concerns about this position. There appear to be none. A vote was taken, and there was a unanimous Aye vote.
- Commissioner Herzberger requested the Chief to provide a report of the cases that Storeman has helped clear to date. That report is forthcoming.
- Chief Boddington brought up the carry-over of vacation, which is mostly his, and that it would be used as quickly as possible. Commissioner O'Brien moved that the carry-over vacation be allowed, to be used by May. That motion was seconded by Commissioner Burkins. Solicitor Ruth asked for date clarification, which was concluded to be May 31. The motion carried with a unanimous Aye vote.
- Commissioner Merrill began a discussion regarding how remaining the department being down one officer was going to be resolved as it relates to daily workload and investigations. Chief Boddington and Sgt. Teague indicated that it remains a challenge. After Officer Wright is fully qualified and the schedule becomes more normalized, with the addition of Officer Storeman's part-time efforts clearing investigations and doing related leg-work tasks, the results can be evaluated to determine how well it's working with current staff.
- A new car, a Charger, is being held at the dealer and time is slotted at the outfitter, pending our purchase.
- A discussion was had regarding the balance of workload, SRO use during non-school time, and vacation time and coverage.

COMMITTEE REPORTS

INSURANCE & PENSION

- No report

PERSONNEL

- A new officer was sworn in this evening.
- John Paul Whitmore will no longer be available as an alternate Commissioner representing Shrewsbury Borough.

FACILITIES & EQUIPMENT

- No report

FINANCE & BUDGET

- A meeting date will be set.

CONTRACT NEGOTIATIONS COMMITTEE

- The contract negotiations have been completed.
- Commissioner Sharkey displayed the signed contract pages. He thanked the members of the Committee and Department Officer representatives. The table of contents has to be re-aligned but no other changes are required to create the printed final version of the contract.

INTERGOVERNMENTAL AGREEMENT COMMITTEE

- Commissioner Sharkey reported that the Committee met January 15th and again last night (February 5). At the January meeting there were 3 members of the committee and one citizen of New Freedom attended. February 5 there were only two members at the meeting. Ideas were exchanged and more work remains to be completed before recommendations can be presented. It was noted that no representatives from Glen Rock have been present at any of this committee's meetings.

SOLICITOR'S REPORT

- Solicitor Ruth mentioned that he has reviewed the CSO recommendations from the Chief. He feels this is a great idea for the Department considering the cost savings and productivity afforded by this idea. He also mentioned that he had a FOIA request from the York Daily Record asking for any type of policy relating to taking statements from domestic violence victims. Almost every department in the County is receiving this request. The request has been taken care of.

EXECUTIVE SESSION

- Chairman Trout requested a motion to include the alternate Commission members present in the Executive Session. That motion was made by Commissioner Merrill, seconded by Commissioner Buchanan. The motion carried.
- The Executive session began at 20:30 and ended at 20:58. Pending litigation was discussed.

OLD BUSINESS

- None

NEW BUSINESS

- The Personnel Committee is directed by the Chairman to do the performance review of the Chief. Commissioner Sharkey acknowledged the directive.

MOTION TO ADJOURN: A motion for adjournment was made by Commissioner O'Brien, seconded by Commissioner Buchanan. There was a unanimous Aye vote at 21:00.