

**Southern Police Commission  
Monthly Meeting  
December 3, 2014**

A public meeting of the Southern Police commission was held on Wednesday, December 3, 2014 at 7:00 p.m. at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom PA 17349.

Members present: Chairman John Trout, Commissioner William Gemmill, Commissioner Bonner Smith, Commissioner Richard Buchanan, Commissioner Brady Terrell\*, Commissioner Ann Merrick, Chief James Boddington, Alternates Nate Kirschman and Kendall Connolly\* and Solicitor Peter Ruth. Also in attendance for the meeting was Alternate Roy Burkins.

**Pledge of Allegiance**

Chairman J. Trout called the meeting to order at 7:05 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.

**No Public Comments**

**Introduction**

Chief Boddington introduced Southern Regional's newest conditional hire for the police department, Adam Farnsler.

**Approval of the November 5, 2014 Minutes**

Commissioner R. Buchanan made a motion to approve the minutes as presented, seconded by Commissioner W. Gemmill. Motion carried.

\*Commissioner B. Terrell arrived for the meeting at 7:12 PM.

**Review of Expenditures for November, 2014**

Commissioner R. Buchanan made a motion to approve checks 9394 through 9429, with monthly expenditures totaling \$110,596.76, seconded by Commissioner W. Gemmill. Motion carried.

Commissioner R. Buchanan mentioned that no check for health insurance was paid in November, 2014.

**Chairman's Announcements**

Chairman J. Trout announced that the previous office administrator for the Police Commission was the administrator for the health plan and the pension. With the current vacancy, Commission members need to help out as much as possible. P. Miller's daughter was cleaning for the Commission; she has resigned from this position. Any new applicants must be able to pass all background checks to be employed by the Police Commission.

### **Police Chief's Report**

No monthly report was available for this month. Currently no one is able to prepare the report for the "Alert" System.

Chief Boddington informed the Commission that several officers have approximately 25 hours of vacation time which may need to be carried over into the New Year. Exact calculations were not available for the meeting. Commissioner R. Buchanan made a motion to authorize the officers to carry over no more than four, eight hour days of vacation time into 2015, seconded by Commissioner B. Terrell. Motion carried.

\*Alternate K. Connelly arrived for the meeting at 7:23 PM.

Chief Boddington announced that there has been another heroin overdose, resulting in death, in New Freedom Borough. During the next Chiefs meeting on December 10, the group will be discussing the use of Narcan.

Chief Boddington mentioned receiving an upgrade estimate of \$2000 for changes to the Entry System. The Commission asked Nate Kirschman and Roy Burkins to investigate.

Chief Boddington received an email from Loganville Borough's Council President. Loganville Borough is withdrawing from Southern Regional Police Department coverage beginning January 1, 2015. Although Loganville Borough stated they were pleased with the services previously provided, their budget is too tight, and they must spend funds on other projects. The Commission discussed placement of a condition in contracts with all part-time members, to notify increases or withdrawal of services no later than September 30 in order to adequately account for the changes to the current budget.

Chief Boddington discussed the best way to proceed with pending cases with the District Attorney's office, with former employee, Officer Hilliard. Commissioner R. Buchanan made a motion to pay Officer Hilliard his 2014 hourly rate with no benefits, seconded by Alternate N. Kirschman. Chairman John Trout, Commissioner Bonner Smith, Commissioner Richard Buchanan, Commissioner Brady Terrell, Commissioner Ann Merrick, Alternates Nate Kirschman and Kendall Connolly voted yes; Commissioner William Gemmill voted no. Motion carried.

### **COMMITTEE REPORTS**

#### **Insurance/Pension**

Final figures have not been received to determine final impact on the 2015 budget.

#### **Personnel – Civil Service**

Currently the Oral Examination for Sergeant includes an examiner's rating of 0 – 10 and 70 % grade to pass; the Civil Service rule on this portion is pass/fail. Alternate Nate Kirschman suggested doing a re-write to the Civil Service rules.

The Commission discussed lack of information available for commission meetings. Alternate N. Kirschman volunteered to help complete administrative reports and provide training to the new administrative hire, when needed. Commissioner B. Smith made a motion for the Commission to pay retired detective, Roger Goodfellow, his retirement rate of pay, not to exceed \$2000, to help provide training to commission member alternate N. Kirschman, seconded by Commissioner R. Buchanan. Motion carried.

### **Personnel**

Chairman J. Trout provided a brief preliminary accounting report from Stambaugh Ness. Prior billing was completed manually using excel and then data was added to QuickBooks software program.

### **Facilities and Equipment**

The schools will have adequate radio coverage for officers, in the near future.

Clarification was provided to alternate R. Burkins, regarding authorization of work to be completed in the basement of Stewartstown Municipal Building. Payment for completed work will be paid after January 1, 2015.

Items stored in Stewartstown garage will be taken to the incinerator.

Third Element will complete IT work in Stewartstown.

### **Review of Expenditures**

Commissioner R. Buchanan estimates a loss of \$20000.00 income from the withdrawal of Loganville Borough, impacting the 2015 budget.

### **Finance and Budget**

Commissioner R. Buchanan reviewed detailed income and expenses from January through November, 2014. End of year detail will be discussed during January's meeting.

### **No Issue Control and Tracking Document Available**

### **Solicitor's Report**

Solicitor Peter Ruth reviewed Auditor General finding regarding provisions of Act 44 of 2009 and suggested adopting a resolution, to adopt written procedures which detail how professional services are chosen for SRPD's pension plan. Solicitor P. Ruth will email documents to Commissioners, for review and a motion during January's meeting.

Shrewsbury Borough has requested that the Police Commission send a representative to Penn DOT's Traffic Advisory Committee meetings. Commissioner B. Smith volunteered to represent the Police Commission.

### **Executive Session**

The Commission recessed to Executive Session at 8:13 PM. to discuss personnel matters. The Commission meeting resumed at 9:00 PM.

**No Old Business**

**New Business**

The Personnel Committee needs to advertise for the part-time administrative assistant position.

**Adjournment**

Commissioner B. Smith moved to adjourn the meeting at 9:03 p.m., seconded by Alternate N. Kirschman. Motion carried.

Respectfully submitted and recorded by,

Ann Merrick  
Commission Member