



Southern Police Commission  
Monthly Meeting  
November 4, 2015

A public meeting of the Southern Police Commission was held on Wednesday, November 4, 2015 at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

COMMISSION MEMBERS: Richard Buchanan, Roy Burkins, Jeff Halapin, Ann Merrick, Peter Schnabel, Brady Terrell, John Trout, Robert Herzberger  
Solicitor: Peter Ruth  
Alternate members present: Ben Wetzel, Nate Kirschman  
Chief Boddington was unable to attend due to the Command requirements of an active criminal incident.

#### PLEDGE OF ALLEGIANCE

The meeting was called 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 COMMENT

- No comments

#### CHAIRMAN'S ANNOUNCEMENTS

- Alternate Commissioner Kirschman was appointed Secretary pro tem
- Chairman Trout read several letters from citizens complimenting the Department.
- Chairman Trout read a letter from New Freedom Borough stating that its Council had voted to freeze official consideration and approval of the 2016 Department budget for a period of 30 days. Concerns expressed include allocation of costs formula as currently set forth in Article IV of the Intergovernmental Agreement. The letter was signed by the New Freedom Borough Council President.
- Chairman Trout read a letter from Glen Rock Borough stating that its Council had unanimously voted to reject the Police Commission's 2016 Budget. The letter was signed by the Glen Rock Borough Council President.
- There was a discussion concerning New Freedom Borough Council's objections to the budget. New Freedom Commission representatives stated they want to consider review of the cost formulas to include PPU's. The discussion concluded that the Borough Council Presidents must meet to discuss and present changes to the formulas as required by the Intergovernmental Agreement.
- There was also a discussion to obtain Glen Rock Borough Council's objections to the budget as none were stated in letter. Essentially the same comments were received from Glen Rock's Commission members as stated by New Freedom Borough. The discussion concluded that the Borough Council Presidents must meet to discuss and present changes to the formulas as required by the Intergovernmental Agreement.

#### APPROVAL OF MINUTES

- Motion to approve the October 7, 2015 minutes with minor grammar corrections, to be made prior to publication, was made by Commissioner Buchanan and second by Commissioner Merrick.

#### REVIEW OF EXPENDITURES

- Commissioner Buchanan made a motion to approve September expenses totaling \$264,844.65, (checks 9839-9867) seconded by Commission Halapin. Motion carried.

## POLICE CHIEF'S REPORT

- The Police Chief's Report was unavailable due to Chief Boddington's required attendance to command functions associated with an active police incident.
- Updated calls for service reports will be posted on the SRPD Web site when they become available.

## COMMITTEE REPORTS

### Insurance/Pension

- Commissioner Buchanan reported that there will be no increase in dental insurance rates for 2016. Health insurance rates will increase by approximately 5.5 percent

### Personnel/Civil Service

- Interviews have taken place for Office Clerk position. Applicants were interviewed to date are not suitable for this position. Jenn is considering reemployment for this position if a suitable compensation offering can be negotiated.

### Facilities/Equipment

- Telephone system: Alternate Commissioner Kirschman reported that reprogramming activities were performed to change routing prompts in the auto-attendant, correct the name prompts for extension dialing, and create a menu selection that allows callers to contact the on-duty officer for a returned phone call via the dispatch center. During this activity it was determined that this system, which was purchased at the time the building was opened in 1998, was manufacture-discontinued and that no new parts are available. There are parts available on the refurbished market. There was an attempt to back up the database of the telephone system that failed and prompted further trouble-shooting. The technician indicated that routine maintenance, such as database backup and replacement the memory support battery on the system hadn't been performed for several years, per the expiry date code on the battery. The administrative station for the system is installed in the New Freedom Borough office area.

Budgetary pricing was obtained for installing a state-of-the-art telephone system and peripherals that can be configured for the needs of, and under administrative control of, the police department. This work would include some additional re-cabling. After analysis, the budgetary installed with warranty price of \$16,000 was submitted for this work to be included in our budget.

It is our understanding that the telephone system, use of which is shared by both the New Freedom Borough and SRPD, is owned by the building owner who would have directed the performance of that maintenance. Commissioner Terrell indicated that the ownership of the telephone system had been transferred from New Freedom Borough, the building owner, to SRPD several years ago. As a result of this statement and the discussion that followed, upon committee request, Commissioner Buchanan, authorized expenditures of not-to-exceed \$3000.00 to perform the necessary routine maintenance and parts replacement, as well as data base back-up activities, to assure reliable operation as best we can for a business telephone system that has exceeded its expected operating longevity per industry standards, typically 15 years maximum.

### Finance and Budget

- Commissioner Buchanan reported that the auditor invoice received was lower than expected.
- Commissioner Buchanan reported that Gail Prego, our finance administrator, is tracking results of our new payroll processing service.

## ISSUE CONTROL AND TRACKING DOCUMENT

- Commissioner Schnabel will continue to update

## SOLICITOR'S REPORT

- Solicitor Ruth reported that he'd researched the use of body-worn cameras by police officers relative to the invasion of privacy and the wire-tap laws. It appears that video recordings may be made but may not include recorded voice or background sound.

## EXECUTIVE SESSION

- At 20:29 the Chairman announced that the Commission would go into executive session to discuss arbitration and personnel issues. A motion was solicited to invite the alternate commissioners to the session. Motion made by Commissioner Merrick, seconded by Commissioner Schnabel and voted unanimously positive. At 20:35 they returned.

OLD BUSINESS

- None

NEW BUSINESS

- none

ADJOURMENT

A motion was made and seconded to adjourn the November 4, 2015 meeting at 20:36.