

Southern Police Commission
Annual Organizational and Monthly Meeting
January 6, 2016

A public meeting of the Southern Police Commission was held on Wednesday, January 6, 2016 at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

SWEARING IN OF MEMBERS: All regular and alternate members of the Police Commission were sworn in by Glen Rock Mayor and Commission Chairman John Trout

COMMISSION MEMBERS: Richard Buchanan, Roy Burkins, Jeff Halapin, Jeff Blum, Ben Wetzal, Pete Schnabel, John Trout, Robert Herzberger, Chief Boddington

Solicitor: Peter Ruth

Alternate members present: Nate Kirschman, Bruce Merrill

Commissioner Bill Gemmill were unable to attend due to illness

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.

ELECTION OF OFFICERS

An election of Commission officers was conducted by Solicitor Peter Ruth. Results of the election:

- Chairman: John Trout
- Vice Chairman: Jeff Halapin
- Secretary/Treasurer: Buck Buchanan
- The Chairman Appointed Nate Kirschman as Secretary Pro Tem for this meeting.

The following outside organizations were appointed to support the Police Commission:

Commission Solicitor: Stock & Leader Law Firm

Labor Solicitor: CGA Law Firm

Liability Insurance: Keller-Brown Agency

Right to Know Officer: Jeff Halapin

PUBLIC COMMENT

- Alternate Commissioner Bruce Merrill urged the commission to place a greater sense of urgency on forming and engaging the Formula Committee in their work. He stated that the contract customers should be notified of potential increase in costs as soon as possible.
- Glen Rock Councilman Doug Young expressed concern regarding no formal response from the Commission to Glen Rock Borough Council as a result of their letter. He also stated concerns regarding the officers' health care insurance costs and that a formal final budget amount had not been submitted to Glen Rock Borough in what he stated was a timely manner.
- There was considerable discussion regarding the make-up of the Formula Committee. The Formula Committee consists of four member of the police commission, one from each member

municipality, and two members of borough council or members at large from each member municipality.

CHAIRMAN'S ANNOUNCEMENTS

- Resignation of Officer Adam Farnsler. We have two open officer positions.

APPROVAL OF MINUTES

- The December 2, 2015 regular meeting and December 15, 2015 continuation meeting minutes were approved as submitted.

REVIEW OF EXPENDITURES

- Commissioner Buchanan has reviewed the expenses and made a motion to approve November expenses totaling \$183,627.51, (including checks 9905-9937) seconded by Commissioner Schnabel. Motion carried.

POLICE CHIEF'S REPORT

- Alternate Commissioner Bruce Merrill inquired about how holiday hours are accounted for. The Chief responded that it is part of normal time keeping for our officers.
- There are four (4) applicants in the process of being interviewed.
- There was a discussion regarding diversity in hiring practices based on a recent newspaper article relating to the "consortium".
- Commissioner Buchanan advised Chief Boddington that the budget, as approved, supports the hiring of two (2) officers to replace the recently resigned officers.
- Stewartstown Rutters robbery – SRPD and PSP collaborated, resulting in arrests.
- New Freedom Rutters robbery is under investigation.
- Updated calls for service reports up to December 31, 2015 were submitted. Updated calls for service reports are posted on the SRPD Web site.

COMMITTEE REPORTS

Insurance/Pension

- No Report

Personnel/Civil Service

- A motion was made by Pete Schnabel to change and eliminate the non-uniformed pension plan and health care plan from the employee handbook. Motion seconded by Jeff Blum. Motion passed.
- The Personnel Committee has prepared a Letter of Engagement for Diana DeMoss, clarifying compensation, hours of work, and benefit concerns. A motion was made by Commissioner Schnabel, seconded by Commissioner Buchanan, to present the letter to, and review it with, Ms. DeMoss. That motion passed.
- The Personnel Committee has interviewed Gina Mumaw and wishes to extend an offer of part-time employment 24 hours per week at \$16.00 per hour, starting Friday 1/8/2016. A motion was made by Commissioner Wetzel, seconded by Commissioner Blum, to extend that offer. The motion passed.

Facilities/Equipment

- As clarification regarding budget constraints for this year:
 - The copier/printer/MFC purchased is approved and will proceed.
 - No vehicles will be purchased in 2016.
 - No telephone system upgrades will be considered. It was determined that ownership of the telephone system had not passed to the SRPD from New Freedom Borough. However, SRPD is approved pay up to \$3000.00 to complete routine maintenance and backup of the system.
- Carpet: The carpet replacement project will be delayed until Spring 2016. The carpet is in storage at the Stewartstown facility.

Finance and Budget

- The final budget was presented.
- The Formula Review remains scheduled to be completed no later than June 2016.

ISSUE CONTROL AND TRACKING DOCUMENT

- Commissioner Schnabel updated the document, clearing some items and placing others on the list.

SOLICITOR'S REPORT

- We cannot recover workers compensation costs for our injured officer from outside resources.
- Solicitor Ruth requested a vote of the Commission for formal approval of the Collective Bargaining Agreement. A motion was made by Commissioner Halapin, seconded by Commissioner Buchanan. That motion passed.

EXECUTIVE SESSION

- There was no executive session

OLD BUSINESS

- The Chairman requested that a date be set for the first meeting of the Formula Review Committee. It was agreed that the committee would meet on the third Tuesday of each month. The first meeting is to be held January 19, 2016.

NEW BUSINESS

- There was a discussion regarding storage of meeting documentation (minutes, etc.) on magnetic or optical media rather than accumulating more paper for which we have increasingly less space. Solicitor Ruth advised that paper records should be available at any time at the SRPD office for public review.

ADJOURNMENT

A motion was made and seconded to adjourn the meeting.