

**Southern Police Commission
Monthly Meeting
October 4, 2017**

A public meeting of the Southern Police Commission was held on Wednesday, October 4, 2017 at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

Commission Members Present: Robert Herzberger, John Trout, John-Paul Whitmore (Seated Alternate), Rollin Apgar, Jeff Blum, Roy Burkins, Peter Schnabel, Jeff Halapin

Solicitor: Peter Ruth

Police Department Staff: Chief James Boddington, Financial Administrator Gail Prego, Officer Paul Heffner

Alternate Members Present: Bruce Merrill, Doug Young, Victoria Ribeiro

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 police officers, firefighters, and EMT's who lost their lives in the line of duty.

CHAIRMAN'S ANNOUNCEMENTS: Copies of the previous two meeting minutes are available to any interested attendees.

PUBLIC COMMENTS: None

REVIEW & APPROVAL OF SEPTEMBER MEETING MINUTES

- Chairman Trout asked if all members had reviewed the regular and continuation meeting minutes for September. If so, we requested motions for approval. A motion was made by Commissioner Halpin, seconded by Commissioner Herzberger, to approve minutes of the regular September 6, 2017 meeting as published. That motion carried. A motion was made by Commissioner Halpin, seconded by Commissioner Apgar, to approve minutes of the continuation Budget preview meeting of September 19, 2017 as published. That motion carried.

REVIEW & APPROVAL OF AUGUST 2017 EXPENDITURES

- Expenses for August 2017 were presented and reviewed with Chief Boddington and Administrator Prego leading the discussion. Time tracking for monthly reports and pay period dates don't match up, which effects billing. The difference is being corrected and tracking has been better. Overtime is up a bit due to illnesses and coverage needs as a result. Salaries are out of sync with budget due to low salary projections in the 2017 budget versus actual performance even with lower admin costs due to not replacing one part-time administrator and being down an officer.
- Vehicle maintenance costs are an issue. The speed trailer has required almost no maintenance over the last 11 years and this year it required about \$800.00 in parts. Parts were replaced and it still wouldn't operate correctly. The logic board had been assembled incorrectly at the factory and corrective action was taken by Nate, saving several hundred dollars in cost for a vendor technician to travel here to repair it.
- Vehicle 4271 needed an intake manifold gasket replaced due to overheating. For the newer vehicles, the OEM brake rotors need to be replaced due to overheating. Chief is looking into aftermarket solutions. There was a discussion about purchasing future new vehicles with aftermarket heavy-duty brakes. Fuel prices due to hurricane related issues have affected financial

performance during the reporting period. That should normalize. Facility costs were up due to system maintenance costs.

- There were additional questions about uniform/vest expenses.
- There were additional training costs.
- A motion was made by Commissioner Halapin, seconded by Commissioner Blum, to approve expenditures for check numbers 10050 through 10572 in the amount of \$92,706.92. A motion carries with an Aye vote unanimously.

CHIEF'S REPORT

Time report format has been changed due to adopting PPU's. Stewartstown time was up for the period due to burglaries and associated investigative time. Reporting includes business checks among other details. Reports include rape case and several physical assault cases, plus numerous traffic accidents and other vehicle code violations. The hit and run with roll-over and injuries requiring extrication in Shrewsbury used considerable officer and investigator time, with an arrest of the perpetrator as he was coming out of a corn field. Det. Shafer is improving at home.

INSURANCE & PENSION

- Financial Administrator Gail Prego reported that \$177K will be paid to the State pension fund this month.

PERSONNEL

- No report.

FACILITIES & EQUIPMENT

- No report

BUDGET

- Changes were made since the budget preview meeting to change the expected value of the trade in vehicles.
- Payroll year-to-year will appear slightly higher than anticipated due to the lower 2017 projections compared to actual. It should balance by year end due to staffing shortfalls. There are no raises anticipated for 2018 other than longevity increases for the officers due to the extended contract agreement.
- There was more discussion regarding vehicle maintenance costs.
- Commissioner Blum suggested that since all municipalities have "put in their letter" that the replacement vehicle should remain in the budget but funds not expended until the continued operation of the SRPD is more solidified. There was more detailed vehicle discussion.
- There was discussion regarding approval of the 2018 budget for submission to the member Boroughs. Commissioner Halapin moved that the budget submitted to the Commissioners by email be approved and submitted to the member municipalities for approval. The motion was seconded by many voices, Commissioner Herzberger being the loudest. No further discussion was held after the motion. The motion was passed unanimous AYE vote.

CONTROL AND TRACKING DOCUMENT

- No report

SOLICITOR'S REPORT

- Solicitor Ruth thanked the Commissioners who attended the Municipal 201 training.

- Body camera policies information was part of that training. Work is underway within the Department to get those policies and procedures ready for approval.

OLD BUSINESS

- None.

NEW BUSINESS

- Commissioner Herzberger discussed the meeting in New Freedom with Northern Regional Police leadership regarding a merger of some sort. Numerous Northern Regional department facts were shared. Chairman Trout opened the meeting to discussion regarding this subject. The understanding seems to be that our member municipalities would become full voting members of the management board. It's expected that assets would be transferred to the new entity.
- Per Chief Boddington there have been previous discussions about mergers, even to the point of a County-wide municipal department.
- It was agreed that Commissioners would take this discussion to their Borough Councils for further discussion. A general consensus could eventually be sought.
- Commissioner Halapin will be moving out of the area for business reasons. He is vice-chairman of the Commission and Right-to-Know officer and his duties will have to be reassigned upon his departure. He may or may not be available for future meetings or activities.

ADJOURNMENT:

A motion was made by Commissioner Halapin, seconded by Commissioner Blum, for adjournment. The motion passed by Chairman's acclamation.