

**Southern Police Commission  
Monthly Meeting  
January 8, 2020**

A public meeting of the Southern Police Commission was held on Wednesday, January 8, 2020 at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

**Commission Members Present:** Donna Benton, Buck Buchanan, Roy Burkins, Kim Butcher, Robert Herzberger, Victoria Ribeiro, Mike Sharkey, John Trout

**Solicitor:** Peter Ruth

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

**Alternate Members Present:** Inga Andrews, Kenton Kurtz, John Paul Whitmore

PLEDGE OF ALLEGIANCE

Solicitor P. Ruth called the meeting to order at 7:00 PM 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.

COMMISSION REORGANIZATION MEETING

- Chairman Trout administered the Oath of Office to new Commission members and alternates present: Inga Andrews (Council Member) of New Freedom, Kim Butcher (Mayor) of New Freedom, Victoria Ribeiro (Council Member) of Glen Rock, John-Paul Whitmore (2<sup>nd</sup> Alternate) of Shrewsbury.
- Solicitor P. Ruth named the positions within the Southern Police Commission organization: Chairman, Vice Chairman, Secretary/Treasurer, and a newly appointed position of chair of Vice Secretary/Treasurer.
- Solicitor P. Ruth asked for nominations for the position of Chairman of Southern Regional Police Commission. K. Butcher made a motion to nominate J. Trout for Chairman, seconded by B. Buchanan, motion carried.
- Chairman Trout asked for nominations for the position of Vice Chairman. B. Buchanan made a motion to nominate M. Sharkey for Vice Chairman, seconded by D. Benton, motion carried.
- Chairman Trout asked for nominations for the position of Secretary/Treasurer. R. Burkins made a motion to nominate B. Buchanan for Secretary/Treasurer, seconded by V. Ribeiro, motion carried.
- Chairman Trout asked for nominations for the newly appointed position of Vice Secretary/Treasurer. B. Buchanan nominated R. Herzberger for Vice Secretary/Treasurer, seconded by M. Sharkey, motion carried.

CHAIRMAN'S ANNOUNCEMENTS

- Chairman Trout asked Commission members to go around the room and introduce themselves.
- P. Ruth asked for a motion to retain professional council, as currently is, Stock & Leader for General Solicitor and CGA for Labor Council. M. Sharkey moved to retain professional council with Stock & Leader Law Firm for General Solicitor and CGA Law Firm for Labor Council, seconded by D. Benton, motion carried.
- P. Ruth asked for a motion to retain Keller Brown as the Liability Insurance Provider for 2020. B. Buchanan moved to retain Keller Brown as the Liability Insurance Provider for 2020, seconded by R. Burkins, motion carried.
- P. Ruth asked for a motion to reappoint Chief Boddington as the Pension Administrator, motion made by D. Benton, seconded by B. Buchanan, motion carried.
- P. Ruth asked for a motion to reappoint Mike Sharkey as the Right to Know Officer, motion made by B. Buchanan, seconded by R. Burkins, motion carried.
- P. Ruth asked for a motion to reappoint Kochenour, Earnest, Smyser and Burg as Auditor for the Commission, motion made by B. Buchanan, seconded by R. Burkins, motion carried.

**Southern Police Commission  
Monthly Meeting  
January 8, 2020**

- Chairman Trout announced an executive session will be held for this evening.

**PUBLIC COMMENTS**

None.

**REVIEW & APPROVAL OF December 4, 2019 MEETING MINUTES**

- B. Buchanan moved to approve the minutes as they stand, seconded by D. Benton, motion carried.

**REVIEW & APPROVAL OF EXPENDITURES**

- Expenses and financial reports through November 30, 2019 presented by G. Prego.
- B. Buchanan of the finance committee briefly explained to the new members how to read the financial reports as presented.
- B. Buchanan moved to approve the monthly expenses of \$228,476.53 and to approve the check register, which includes ACH transactions and check numbers 11462 through 11481, seconded by R. Burkins, motion carried.

**CHIEF'S REPORT**

- Chief explained to new members how to read the monthly Police Department Commission Report.
- Chief reviewed the SRPD Commission Report through December 7, 2019.
- Time analysis is within tolerance for each municipality.
- Discussion was held regarding a vehicle accident involving a police vehicle.
- Discussion was held regarding a complaint of a borough code issue in New Freedom borough.

**COMMITTEE REPORTS**

**INSURANCE & PENSION**

- M. Sharkey reported he received information from PMRS (Pennsylvania Municipal Retirement System) regarding updates that apply to the new IRS regulations.

**PERSONNEL**

- M. Sharkey reported feedback has been received from both the Officers Association Attorney and the Labor Attorney regarding changes needed for the Canine Officer pay. Details will be discussed in executive session.

**FACILITIES & EQUIPMENT**

- Chief reported that the ceiling panel and the fire alarm have been replaced.

**FINANCE & BUDGET**

- B. Buchanan reviewed and discussed the Insurance Rebate History report prepared and distributed by G. Prego.
- V. Ribeiro of Glen Rock and D. Benton of New Freedom will serve on the Finance Committee.
- Next Finance meeting will be Wednesday, January 22, 2020 at 7PM.
- Discussion was held regarding when a committee meeting should be advertised. P. Ruth noted that committee meetings where action takes place should be advertised.

**Southern Police Commission  
Monthly Meeting  
January 8, 2020**

**INTERGOVERNMENTAL AGREEMENT COMMITTEE**

- K. Butcher of New Freedom will serve on the IGA Committee.
- M. Sharkey reported that the committee did not meet on January 7, 2020 due to the weather.
- M. Sharkey reported that he requested numbers from Sergeant Smuck in regards to the potential formula change to look at hours of police service specific to municipality.

**OUTREACH COMMITTEE**

- Chairman Trout explained the expectation is that all members of the Commission will serve on a committee.
- Chairman Trout explained the purpose of the Outreach Committee is to reach out to other communities that may be interested in becoming part of Southern Regional Police Department.
- M. Sharkey proposed the Outreach Committee have some representation by a member of the police department to provide a helpful perspective to committee members.

SOLICITOR'S REPORT

- No report.

EXECUTIVE SESSION

- R. Herzberger made a motion to include the alternates present in the executive session, seconded by M. Sharkey, motion carried.
- Chairman Trout dismissed at 8:03 PM for an Executive Session to discuss a personnel issue and an amendment to the Collective Bargaining Agreement.
- Police Commission meeting resumed at 9:21 PM.
- With respect to the discussion of the Collective Bargaining Agreement, M. Sharkey made a motion to precede contingent upon final approval by the Labor Attorney and Union Attorney per the terms that were discussed regarding CBA and canine officer pay, seconded by K. Butcher, motion carried.
- V. Ribeiro moved to accept the grievement settlement as discussed in executive session, seconded by B. Buchanan, motion carried.

OLD BUSINESS

- None.

NEW BUSINESS

- B. Buchanan recommended new members read the New Member 101 article published by PSAB magazine.
- P. Ruth announced Stock and Leader will host a Municipal 101 course on Thursday, January 23, 2020 at 5:00 pm at the Outdoor Country Club in York, geared toward newly elected officials, but also a good refresher course. RSVP to P. Ruth.

**MOTION TO ADJOURN:**

- Chairman Trout requested a motion to adjourn the meeting.
- A motion was made by B. Buchanan to adjourn the meeting, seconded by V. Ribeiro, motion carried.
- Meeting adjourned at 9:26 PM.