

**Southern Police Commission
Monthly Scheduled Meeting
February 5, 2020**

A public meeting of the Southern Police Commission was held on Wednesday, February 5, 2020 at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

Commission Members Present: Donna Benton, 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

Alternate Members Present: Inga Andrews, Andy Bobby, Kenton Kurtz, John Paul Whitmore (seated)

PLEDGE OF ALLEGIANCE

Chairman Trout called the meeting to order at 7:02 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.

CHAIRMAN'S ANNOUNCEMENTS

- Chief Boddington and M. Sharkey presented an Outstanding Citizen Award to Clifford "Skip" E. James, Jr. for the heroic and life saving measures he took in aiding an elderly victim involved in a serious traffic accident that occurred in Shrewsbury Borough on January 13, 2020.
- Chairman Trout announced the receipt of the Letters of Appointments and/or Changes in Appointments from three of the four municipalities. Stewartstown did not have any changes in appointments and did not send in a letter.
- Chairman Trout swore in Andy Bobby, President of New Freedom Borough, to serve as an alternate.
- No executive session.

PUBLIC COMMENTS

None

REVIEW & APPROVAL OF JANUARY 8, 2020 MEETING MINUTES

- No changes
- D. Benton moved to approve the minutes as they stand, second by V. Ribeiro, motion carried.

REVIEW & APPROVAL OF EXPENDITURES

- Expenses and financial reports through December 31, 2019 presented by G. Prego.
- R. Herzberger moved to approve the monthly expenses of \$169,400.53 and to approve the check register, which includes ACH transactions and check number 11482 through 11524, second by J.P. Whitmore, motion carried.

CHIEF'S REPORT

- Chief reviewed the SRPD Commission Report through December 31, 2019.
- Time analysis is within tolerance for each municipality.
- Discussion was held regarding law enforcement internship contracts and the renewal of an internship contract with Indiana University of Pennsylvania.
- M. Sharkey moved to approve the renewal of an internship contract with IUP, second by K. Butcher, motioned carried.
- Discussion was held regarding the K9 Program and K9 Funds.
- Chief presented and a discussion was held regarding the 2019 Vacation Carryover Approval Report.

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- M. Sharkey moved to approve the carryover of unused vacation from 2019 for the amounts as shown in the unused vacation column (in the report provided by Chief) to be used by May 31, 2020, second by R. Burkins, motion carried.

COMMITTEE REPORTS

INSURANCE & PENSION

- No report.

PERSONNEL

- No Report.

FACILITIES & EQUIPMENT

- No Report.

FINANCE & BUDGET

- R. Herzberger presented and reviewed notes and recommendations regarding policy for retaining Reserve Funds as discussed at their committee meeting on January 22, 2020.
- Discussion was held regarding the committee's recommendations as recorded in their meeting notes.
- R. Herzberger moved to approve the committee's recommendation of the four Designated Specialized Reserve Funds in addition to a general reserve using the formulas that are outlined in the notes from the January 22, 2020 Finance Committee meeting, second by J.P. Whitmore.
- Discussion continued, R. Herzberger withdrew his motion, J.P. Whitmore agreed, motion is tabled until the next Police Commission meeting on March 4, 2020.

INTERGOVERNMENTAL AGREEMENT COMMITTEE

- M. Sharkey reported that the committee met on January 21, 2020 and February 4, 2020 and presented their topics of discussion at those meetings.

OUTREACH COMMITTEE

- No report.
- J.P. Whitmore expressed interest in serving on the Out Reach Committee.

SOLICITOR'S REPORT

- P. Ruth announced the due date for 2019 Ethics Statements is May 1, 2020 and can be completed online.

OLD BUSINESS

- None.

NEW BUSINESS

- None.

MOTION TO ADJOURN:

- Chairman Trout requested a motion to adjourn the meeting.
- A motion was made by R. Burkins to adjourn the meeting, seconded by V. Ribeiro. Motion carried; meeting adjourned at 8:28 PM.