

**Southern Police Commission  
Monthly Scheduled Meeting  
March 4, 2020**

A public meeting of the Southern Police Commission was held on Wednesday, March 4, 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, Timothy Kitchell, Kenton Kurtz, John Paul Whitmore (seated)

PLEDGE OF ALLEGIANCE

Chairman Trout 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.

CHAIRMAN'S ANNOUNCEMENTS

- No executive meeting is planned for this evening.
- Reminder to Commissioners that financial statements are due May 1, 2020 and are available online.
- Chairman Trout read a letter of appreciation written by a citizen for outstanding service by SRPD regarding a vehicle incident in New Freedom.

PUBLIC COMMENTS

None

REVIEW & APPROVAL OF FEBRUARY 5, 2020 MEETING MINUTES

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

REVIEW & APPROVAL OF EXPENDITURES

- Expenses and financial reports through January 31, 2020 presented by G. Prego.
- R. Herzberger moved to approve the monthly expenses of \$272,817.75 and to approve the check register, which includes ACH transactions and check number 11525 through 11573, second by D. Benton, motion carried.

CHIEF'S REPORT

- Chief reviewed the SRPD Commission monthly report through February 1, 2020.
- Time analysis is within tolerance for each municipality.
- Chief reported on various incidents and gave a K9 report for the month of February 2020.
- Chief handed out and reviewed the Commission UCR (Uniform Crime Report) from January 1 – February 1, 2020.

COMMITTEE REPORTS

**INSURANCE & PENSION**

- No report.

**PERSONNEL**

- No Report.

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**FACILITIES & EQUIPMENT**

- No Report.

**FINANCE & BUDGET**

- R. Herzberger reviewed a revised proposal for three new designated reserve accounts to be established on the balance sheet in addition to the two already existing reserve accounts. The revised proposal was circulated via email prior to tonight's meeting.
- The two existing reserve accounts are Designated (Donations) and Undesignated (General).
- The finance committee recommends adding three new designated reserve accounts: Compensated Absences, Future Capital Expenditures and Legal/Arbitration, as outlined in the revised proposal.
- R. Herzberger moved to adopt the recommendations of the finance committee to establish the new designated reserve accounts, second by M. Sharkey, motion carried.

**INTERGOVERNMENTAL AGREEMENT COMMITTEE**

- M. Sharkey reported that the committee met in February and reviewed their topics of discussion.
- Identified 18 codes relating to police activity specific to member municipalities using four years of raw data.
- Reviewed the 5 main goals of the IGA committee:
  1. Commitment to terms
  2. Define PPU / PPU minimum requirements
  3. Discuss major / minor amendments
  4. Define long term obligations
  5. Preservation of partnership for the 4 member municipalities

**OUTREACH COMMITTEE**

- No report.

**SOLICITOR'S REPORT**

- P. Ruth discussed Civil Service and stated Southern Police Commission currently does not have an active Civil Service in place.
- The Commission can either do away with Civil Service, which requires approval from the Officers Association, or reassemble the Southern Police Commission Civil Service.
- Discussed pros and cons of having a Civil Service.
- P. Ruth recommended that Commission members ask for volunteers in their municipalities to serve on the current Civil Service.

**OLD BUSINESS**

- None.

**NEW BUSINESS**

- None.

**MOTION TO ADJOURN:**

- Chairman Trout requested a motion to adjourn the meeting.
- A motion was made by M. Sharkey to adjourn the meeting, second by R. Burkins. Motion carried; meeting adjourned at 7:50 PM.