

**Southern Police Commission**  
**Monthly Meeting**  
**January 7, 2015**

A public meeting of the Southern Police Commission was held on Wednesday, January 7, 2015 at 7:00 p.m. at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom PA 17349.

Members present: Chairman John Trout, Commissioner William Gemmill, Commissioner Bonner Smith, Commissioner Richard Buchanan, Commissioner Jeff Halapin, Commissioner Pete Schnabel, Commissioner Brady Terrell, Commissioner Ann Merrick, Chief James Boddington, Alternates Nate Kirschman and Roy Burkins and Solicitor Peter Ruth.

**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.

**Re-Organization of the Commission**

Commissioner P. Schnabel moved to nominate Commissioner John Trout as the Chairman, seconded by Commissioner B. Smith. Motion carried. Commissioner P. Schnabel moved to nominate Commissioner Jeff Halapin as Vice Chairman, seconded by Commissioner W. Gemmill. Motion carried. Commissioner P. Schnabel moved to nominate Commissioner Richard Buchanan as Secretary/Treasurer, seconded by Commissioner J. Halapin. Motion carried.

**No Public Comments**

**Approval of the December 3, 2014 Minutes**

Commissioner members discussed changes to the first sentence under Facilities and Equipment and asked for the sentence to read: The schools will have adequate radio coverage for officers, in the near future. Commissioner R. Buchanan moved to approve the minutes with changes, seconded by Commissioner B. Smith. Motion carried.

**Review of Expenditures for December, 2014**

Commissioner R. Buchanan made a motion to approve checks 9430 through 9467, with monthly expenditures totaling \$137,972.90, seconded by Commissioner B. Terrell. Motion carried.

**SRPD Promotion**

Alternate Nate Kirschman, as a representative to the Civil Service Commission, confirmed that two SRPD officers qualified for the Sergeant position. Chief J. Boddington recommended promoting Detective Dan Teague as SRPD's new Sergeant. Commissioner B. Smith moved to promote Detective Dan Teague to Sergeant, seconded

by Commissioner R. Buchanan. Motion carried. Judge Jeff Joy completed the Swear In ceremony and Chief J. Boddington presented Sergeant Stripes and pin to Sergeant Dan Teague.

Commissioner B. Terrell moved to hire Adam Farnsler as SRPD's newest officer, seconded by Commissioner P. Schnabel. Motion carried. Judge Joy completed Officer Adam Farnsler's Swear in ceremony.

Chairman J. Trout thanked Judge Joy for his service during the Commission meeting.

Chief J. Boddington informed the commission that Officers Fishel, Saylor, and Carey have completed their probation. Commissioner R. Buchanan moved to remove Officer Fishel, Officer Saylor, and Officer Carey from probation, seconded by Commissioner B. Smith. Motion carried.

The Commission meeting recessed for fifteen minutes for Promotion Party at 7:22 PM. The Commission meeting resumed at 7:46 PM.

#### **Chairman's Announcements**

Chairman J. Trout announced that the Commission would be going to Executive Session to discuss personnel matters.

#### **Police Chief's Report**

Sgt. Smuck extracted data from the Alert System and a preliminary monthly report was provided to the Commission. December's information is incomplete at this time.

Chief J. Boddington informed the Commission that there has been no reason to bring back former employee Officer Hilliard at this time.

Chief J. Boddington reported on variety of calls during the holiday season.

Chief J. Boddington will provide a total of vacation hours carried over from 2014 during the February Commission meeting.

#### **COMMITTEE REPORTS**

Chairman J. Trout asked Commission members to submit their preference for 2015 Committees as soon as possible.

#### **Insurance/Pension**

Commissioner R. Buchanan reported on the Police Liability Insurance; with no change to any of the policies, the premium would increase from \$24,757 to \$31,980 which is a 29.2 increase. Property and liability insurances are bundled. Commission members were informed that in the past the premium for Uninsured/Underinsured Motorist limits the level of coverage for this situation was \$1,000,000. Reducing this level of coverage to \$500,000 will reduce the total cost of the liability insurance. Since no negative

comments were received, the insurance invoice was paid on December 31, 2014, \$29,983.

### **Personnel**

Chairman J. Trout reported that the committee is developing a job description for Administrative employee and then the position will be advertised. Diana DeMoss is currently working 40 hours per week.

Three candidates for cleaning position were obtained. One candidate, Get Crystal Clean, was turned over to Chief Boddington for background checks. The cost is \$155 per cleaning, two times per month times twelve, or \$3720.00. Commissioner J. Halapin moved to hire Get Crystal Clean, at a rate of \$155 per cleaning, two times each month, pending the completion of all background checks, seconded by Commissioner P. Schnabel. Motion carried.

### **Facilities and Equipment**

Alternate N. Kirschman provided an update on the SPRD website.

Furniture has been moved from the Stewartstown office to the New Freedom office.

The Mold Remediation project is complete at Stewartstown Office for a cost of \$3184.00.

Alternate N. Kirschman described the specifics of the alarm systems in Stewartstown and in New Freedom. The scope of the work in New Freedom is more comprehensive than what was included in the original quote. Commissioner R. Buchanan moved to approve CIA's \$2500 upgrade to New Freedom's alarm system, seconded by Commissioner B. Smith. Motion carried. The Commission has no plans of securing the office in Stewartstown.

Air quality testing still needs to be completed in Stewartstown basement office.

### **Review of Expenditures**

Commissioner R. Buchanan reviewed the Balance Sheet.

### **Finance and Budget**

Commissioner R. Buchanan reviewed detailed income and expenses for 2014.

### **No Issue Control and Tracking Document Available**

### **Solicitor's Report**

Solicitor Peter Ruth discussed the Procedures for Compliance with the Professional Services Contract and prepared Resolution 2015-1, a resolution of the Southern Regional Police Commission, adopting written procedures detailing how professional services are chosen for its pension plans in order to comply with Act 44 and the Auditor General's recommendations. Commissioner R. Buchanan moved to adopt Resolution 2015 – 1,

a resolution adopting procedures for compliance with the Professional Services Contract Provisions of Act 44 of 2009, seconded by Commissioner J. Halapin. Motion carried.

Solicitor Peter Ruth presented a Generic Affiliation Agreement (Internship Agreement) between Indiana University of Pennsylvania and Southern Regional Police Department. Chief J. Boddington was contacted by a local resident, Clayton Pearlman, who has requested an Internship with SRPD. Chief Boddington outlined a possible schedule for the student. The Commission discussed liability coverage as part of the Internship Agreement. Commissioner P. Schnabel moved to approve the Generic Affiliation Agreement between Indiana University of Pennsylvania and SRPD/Southern Regional Police Commission, seconded by Commissioner R. Buchanan. The Commissioner's in favor of the motion were John Trout, William Gemmill, Richard Buchanan, Jeff Halapin, Pete Schnabel, Brady Terrell, and Ann Merrick; Commissioner Bonner Smith voted against the motion. Motion carried.

The Commission briefly discussed legal counsel appointments for 2015. Commissioner W. Gemmill moved to retain Stock & Leader as the Commission's Solicitor and CGA Law Firm as Labor Council, seconded by Commissioner B. Smith. Motion carried.

Commissioner R. Buchanan moved to appoint Keller-Brown as general liability brokers for the Commission/SRPD, seconded by Commissioner P. Schnabel. Motion carried.

#### **Executive Session**

The Commission recessed to Executive Session at 9:05 PM to discuss personnel matters. The Commission meeting resumed at 10:59 PM.

#### **No Old Business**

#### **No New Business**

#### **Adjournment**

Commissioner B. Terrell moved to adjourn the meeting at 11:00 PM seconded by Commissioner B. Smith. Motion carried.

Respectfully submitted and recorded by,

Commissioner Ann Merrick