**Present** Glenn Moyer – Leesport Borough Commissioner, Rodney Younker – Ontelaunee Township Police Commissioner, Joseph Rudderow III - Maidencreek Township Commissioner, Claude Beaver – Maidencreek Township Commission Alternate, Charles Berger – Leesport Borough Alternate, Chief Scott Eaken, and Ruth Manmiller-Secretary, Whitney Rahman – Solicitor.

**Guests** Ronald Mohl, Diane Hollenbach, Charles Their, David Reichlein, Cristina Wood

Joseph Rudderow opened the January 14, 2013 Northern Berks Regional Police Commission Meeting at 7:05 PM in the Ontelaunee Township Meeting Room.

**PLEDGE TO THE FLAG**

**MINUTES – December 10, 2012 Commission Meeting**

Rodney Younker made a motion, seconded by Glen Moyer, to approve the December 10, 2012 Northern Berks Regional Police Commission Meeting minutes. All Commissioners voted, “Aye.” Motion carried.

**MINUTES – December 26, 2012 Special Meeting**

Glen Moyer made a motion, seconded by Rodney Younker, to approve the December 26, 2012 Special Meeting Minutes with the following correction – Include the amount of the approved 2013 budget of $1,945,681.78 to the Special Meeting minutes. All Commissioners voted, “Aye.” Motion carried.

### TREASURER’S REPORT

Ruth Manmiller presented the December 2012/Year End Treasurer’s Report that included the fund balances, the year to date budget report, and documentation of all transactions. As a result of (3) Officers being on Disability and/or Heart & Lung for an extended period of time in 2012, the estimated fund balance was higher than anticipated. Several options were discussed;

1. Glen Moyer suggested that funds be returned to each municipality
2. Rodney Younker suggested that the funds be saved for future
3. Joseph Rudderow suggested keeping an 8% of the entire budget in reserve
4. The solicitor reminded everyone of a pending arbitrators invoice she just received
5. Joseph Rudderow also suggested that an annual review of remaining funds should take place

Joseph Rudderow made a motion to keep an agreed percentage amount of remaining funds from the budget in savings. Motion died for a lack of a second.

Glen Moyer made a motion, and it was seconded by Rodney Younker to pay the Arbitrator’s invoice of approximately $15,000.00 out of the remaining 2012 funds. All Commissioners voted, “Aye.” Motion carried. The municipalities generally are responsible for this payment.

**EXECUTIVE SESSION – (7:35 PM – 8:07 PM) Personnel**

Rodney Younker made a motion to revisit the remaining funds decision in 2014. Motion died for a lack of a second.

Glen Moyer made a motion, and it was seconded by Joseph Rudderow to revisit the remaining funds issues in 6 months. Joseph Rudderow and Glen Moyer voted, “Aye. Rodney Younker voted, “Ney.”

Rodney Younker made a motion, seconded by Glen Moyer, to approve the December 2012/Year End Treasurer’s Report, approving payments/transfers from the Money Market Accounts, Checking Account, and Payroll Account. All Commissioners voted, “Aye.” Motion carried.

**CHIEF’S REPORT**

Chief Eaken presented the December 2012 Northern Berks Regional Police Activity Report and commented on the following arrests;

12/13/2012 PFA Violation – SVHS, Ontelaunee Township

12/20/2012 Theft/Receiving – Cornerstone Drive, Maidencreek Township

12/25/2012 Domestic – Fuji Drive, Ontelaunee Township

12/27/2012 Indecent Exposure/Disorder Conduct – Reeser St. & Grant St., Leesport

12/28/2012 Harassment/Disorder Conduct – Independence Ct., Maidencreek Township

01/02/2012 DUI .166/MVA – Rt222 & Pleasant Hill Road, Maidencreek Township

01/02/2013 DUI (refusal)/H&R – Spirit Ct, Maidencreek Township

01/02/2013 DUI .164 – Rt61 & Belleman’s Church Road, Ontelaunee Township

01/03/2013 Theft of Checks – Leesport Ave., Leesport Borough

01/05/2013 Retail Theft – Redner’s Rt61, Ontelaunee Township

01/07/2013 H&R – Rt72 & Rt222, Maidencreek Township

01/07/2013 H&R – Rt61 & Wall St, Leesport Borough

01/08/2013 Harassment – Rt73 & Rt222, Maidencreek Township

01/09/2013 DUI .14 – Rt61 & Belleman’s Church Road, Ontelaunee Township

01/09/2013 DUI .160 – Rt61, Ontelaunee Township

01/09/2013 DUI .223 – RT61 & Buttonwood St., Leesport Borough

01/11/2013 DUI .133/Property Damage – Shoemakersville Road & Ontelaunee Dr., Ontelaunee Township

01/13/2013 DUI .189 – Kindt Corner Road & Cider Mill Road, Ontelaunee Township

**Citizens Police Academy**

Glen Moyer questioned if the Citizens Police Academy is moving forward. He thought the Commission should vote on the participation of the Northern Berks Regional Police with Muhlenberg Police and Bern Police because it would take an officer off the street and may cause additional overtime funds being spent.

The Chief explained this community service concept of the Citizens Police Academy would provide invaluable information pertaining to law enforcement and the judicial system. In addition to Police Officer participation, judges, and attorneys have committed their time for a class presentations. The Chief attended a planning meeting with the other involved police department representatives earlier today. They have extended the application date to 1/8/2013 to obtain 20 participants.

At this time there are 5 applications from Maidencreek Township, 5 applications from Bern Township and 7 applications from Muhlenberg Township.

Rodney Younker made a motion, and it was seconded by Glen Moyer authorizing the Chief to continue with the planning of the Citizens Police Academy. All Commissioners vote, “Aye.”

Chief promised to keep the Commission informed of the progress of the Academy.

**CORRESPONDENCE & ANNOUNCEMENTS - None**

**BUSINESS FROM THE FLOOR**

**IT Service**

David Reichlein and Charles Their made a presentation to the Commissioners for their consideration

to utilize them for future IT Service for the Northern Berks Regional Police Department. David Reichlein explained that he will be retiring at the end of March 2013 and would be available to assist the department with any computer problems or server issues. It is their feeling, that because they installed the server and provided IT Service in the past, they would be familiar with the equipment, programs and Cody Record System. David Reichlein proposed an $800.00 monthly fee to provide IT Service and possibly continue with the UCR Reports and Expungements as these two tasks are very detailed and time consuming.

The Commissioners asked if a proposal had been submitted and if not to do so for their review.

**Nims**

Diane Hollenbach reminded the Commissioners and the Chief that it was time to begin the NIMS requirements.

**OLD BUSINESS**

**PFM Fee Change**

PFM has developed a new system of charging for their pension investments which would save

the Police Pension Fund investment fees. This information had been provided to the Commissioners in the past and additional paperwork was presented this evening. No motion was made for an amendment to the pension fund plan document. Ruth will ask the PFM representative to addend the next Commission meeting.

**NEW BUSINESS**

**Resolution 2013-1 – Pension Contribution**

Glen Moyer made a motion, and it was seconded by Rodney Younker to adopt Resolution 2013-1 to begin a 1% contribution of the officer gross wages in 2013 to the Northern Berks Regional Police Pension Fund. All Commissioners voted, “Aye.” Motion carried.

**EXECUTIVE SESSION – (8:50 PM – 10:00 PM) Personnel**

**ADJOURN**

Glen Moyer made a motion, and seconded by Rodney Younker to adjourn the meeting at 10:05 PM.

Prepared and Submitted By,

Ruth M Manmiller

Northern Berks Regional Police

CC: Maidencreek Township Board of Supervisors

 Ontelaunee Township Board of Supervisors

 Leesport Borough Council

 Diane Hollenbach, Maidencreek Township

 Nicole Schwenk, Ontelaunee Township

 Sandra Weiser, Leesport Borough

 S. Whitney Rahman

 NBRPD Association