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

**Guests** Ronald Mohl, Christina Wood

Joseph Rudderow opened the March 11, 2013 Northern Berks Regional Police Commission Meeting at 7:02 PM in the Ontelaunee Township Meeting Room.

**PLEDGE TO THE FLAG**

**FOR THE RECORD**

The Solicitor brought to the attention of the Commission that this meeting is being audio and video recorded. The Solicitor questioned the reasoning behind this action. Association President Ronald

Mohl commented that by recording the Commission meeting would allow for the Officers to be informed, even if they can’t attend the meeting and that he had signs posted on camera stand. The Solicitor questioned the commission if they had a problem with this action – they did not.

**MINUTES – February 11, 2013 Commission Meeting**

Rodney Younker made a motion, seconded by Charles Berger, to approve the February 11, 2013

Northern Berks Regional Police Commission Meeting Minutes. All Commissioners voted, “Aye.” Motion carried.

### TREASURER’S REPORT

Ruth Manmiller presented the February 2013Treasurer’s Report that included the fund balances, the year to date budget report, and documentation of all transactions. Rodney Younker made a motion, seconded by Charles Berger, to approve the February 2013 Treasurer’s Report. All Commissioners voted, “Aye.” Motion carried.

**CHIEF’S REPORT**

The Chief read the monthly report and commented on the following arrests;

2/11/2013 DUI .202 RT 61 & RT 73, Ontelaunee Twp.

2/28/2013 Bad Check Maidencreek TV, Maidencreek Twp.

3/03/2013 Theft Main St., Blandon, Maidencreek Twp.

3/04/2013 DUI .148 Snyder Rd. near Rt 61, Ontelaunee Twp.

3/10/2013 Domestic Strause Rd. Maidencreek Twp.

Additional:

1. Department Ammo has been ordered. There is an extended period of time (4 months) for hand gun ammo and (8 months) for rifle ammo. The department has enough ammo on hand until new shipment arrives.
2. Currently, NBRPD has two Officers out on sick leave and Sgt. Reichlein will be retiring March 31, 2013.

Commissioner Joseph Rudderow asked the following questions;

1. Status of the Citizens Police Academy.

The Chief commented that the program is going very well. The response has been favorable due to the interesting topics that are being presented. Future classes include Commercial Motor Vehicles, Motor Vehicle Accidents, and a presentation by a Defense Attorney, Assistant District Attorney and Common Pleas Judge.

1. The vehicle that was purchased last year – is it in service?

The Chief confirmed the new vehicle has been in service for some time and most recently was the first vehicle to have the gun holder installed.

1. What is the current staffing level?

The Chief reported (2) officers are out on sick leave with no indication of their return and at the end of the month Sgt. Reichlein will be retiring. That puts us down three officers.

1. What is involved with the hiring process?

The Chief enlightened the Commissioners of the extensive process it is to hire an officer. The Chiefs of Police conducted a Countywide Testing. Passing applicants that had indicated interest in NBRPD were forwarded to Det. Sgt. Horner for background investigations. Upon completing an extensive investigation of each individual, Det. Sgt. Horner forwarded the candidates to me. I was in the process of arranging personal interviews for each candidate with an independent panel, when the Commissioners told me to stop. This process took at least six months to complete. The Commission at that time felt the hiring process should stop due to the impending 2013 budget issues.

1. Maidencreek Township has concerns for the current staffing level and the department being able to provide 24 hour service. At this time the Commission has no idea when the (2) officers will be returning from sick leave and with another officer retiring at the end of March we will be down (3) officers and not at a safe level. The additional $100,000 remaining at the end of 2012 and currently in the VIST Money Market account would more than take care of hiring a replacement officer. Commissioner Rudderow asked the Commissioners to revisit authorizing the Chief to move forward with the hiring process.

Commissioner Younker is concerned if the funds in VIST Money Market account are used to hire a replacement officer that in future years there will be no funds left to keep the police department funded and put an additional burden on the municipalities. Maybe part time officers should be hired to fill in the gaps?

Commissioner Berger is concerned on how long the (2) officers will be out and should a replacement officer be hired will we make budget. The Chief felt he could better answer that question by May. Commissioner Berger suggested that each Commissioner discuss the hiring of a replacement Officer with their respective boards and then by the April commission meeting a decision could be made.

Sgt. Mohl commented that the negative service time reflected on the monthly activity report is a result of the staff reduction.

Commissioner Younker asked the Chief to prepare a cost analysis for a replacement officer for the next three years and a preliminary personnel budget for 2014 to allow the Commissioners time to analyze.

Chief Eaken stated he is not happy with the current staffing level, especially not knowing when the sick officers will be returning and vacation season approaching. When the 12 hour shifts were being considered each squad would have 4 officers, as it is now at time we are at 2 officers per shift.

Sgt. Mohl stated on behalf of the NBRPD Association, that they are putting the Commission on notice that if the Commission fails to replace the retiring officer (Sgt. Reichlein) they feel that it will place undo safety risks to the officers and also the citizens of their communities.

**QUESTIONS/COMMENTS FROM THE FLOOR**

Sgt. Mohl questioned the Commissioners’ motion made during the February meeting pertaining to a yearly review of the Pension Plan.

The Commissioners explained that the plan has not been reviewed for several years, so taking this action would allow for whoever sat on the Commission would be informed on how the Pension funds are managed.

**OLD BUSINESS**

**PFM Fee Structure**

The Commissioners requested additional information pertaining to the fee structure changes before making any decisions.

**OMEGA Systems**

The Chief reported Omega Systems would provide unlimited IT service with a 1 year contract and/or provide service on an hourly basis as needed. .

Charles Berger made a motion, seconded by Rodney Younker, to accept Omega Systems proposal of $22,000.00 for IT support for one year upon review, negotiation and approval by the Solicitor. All Commissioners voted, “Aye.” Motion carried.

**NEW BUSINESS**

**Rifle and Equipment**

The Chief reported to the Commissioners that after meeting with the District Attorney, he agreed to purchase (5) additional rifles for Northern Berks Police Department. The District Attorney will include guidelines for the future of the rifles should the department dissolve.

Rodney Younker made a motion, seconded by Charles Berger authorizing the Chief to order (3) rifles

with additional magazines for $2,595.00. All Commissioners voted, “Aye.” Motion carried. Three rifles were included in the 2013 budget. One gun holder has been installed in Unit # 4.

The Chief will prepare a letter for the District Attorney to thank him for his generous contribution to NBRPD for the Commissioners to sign.

**EXECUTIVE SESSION** **(8:15 PM-9:58 PM) - Personnel**

No Action

**ADJOURN**

Rodney Younker made a motion, and seconded by Charles Berger to adjourn the meeting at 9:58 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