**ATTENDING:** Gary Hadden-Ontelaunee Commissioner, David Franke-Maidencreek Township Commissioner, Ronald Strause-Leesport Commissioner, Diane Hollenbach - Maidencreek Township Alternate, Kim Berger-Ontelaunee Township Alternate, Jim Moquin – Leesport Borough Alternate, and Christopher Gerber-Solicitor.

**GUESTS:** Donna Culp, Eric Bauman, Kenneth Stoudt, Heather Schoener, Scott Eaken, Brenda Eaken, James Cecchini, Robert Wood, Jr., Jamie Kilyk, Lisa Unrath, Tom Unrath, Clarence McGee, Mark Lacina, Harold Wagner, Joann Chabrol, John Chabrol, Fred Harrison, Michael Holmcombe, Jim Keiser, Jen Keiser, Katie Keiser, Brian Horner, Bobbi Green,

**Call to Order:** Commissioner Strause called the May 10, 2021 Northern Berks Regional Police Commission meeting to order at 6:00PM.

**Pledge to the Flag**

**Moment of Silence for Granville Sandridge. Mr. Sandridge, a former commissioner and the Mayor of Leesport passed away on Saturday, May 8, 2021. Please keep his family and friends in your thoughts and prayers.**

**For the record:** Executive Session – 4/12/21 7 p.m. – Personnel
 Executive Session – 4/26/21 4-5 p.m. & 6:15 – 8:15 p.m.– Personnel
 Executive Session – 5/03/21 4:30 p.m. – Personnel
 Executive Session – 5/10/21 4:30 p.m. – Personnel

At this time Chief Brian Horner and Administrative Assistant Ruth Manmiller were called to the front to be congratulated on their retirement.

Chief Horner is retiring tonight after 30 years with the Northern Berks Regional Police Department from patrolman to Sergeant to Detective Sergeant and finally as the Chief of Police. Chief Horner was given a plague for his service from the Commission. Ontelaunee Township presented the Chief with his firearm from the Police Department.

Chief Horner thanked the Commissioners and the public for supporting him and his officers. Chief Horner stated that he will miss being a part of the Commission and the police department. Best Wishes to Chief Horner.

Administrative Assistant Ruth Manmiller retired from the department as of May 7, 2021. Ms. Manmiller has also served for 30 years and was given flowers, balloons and gift cards to use during her retirement. Best Wishes to Ruth as well!!

**COMMISSION MEETING MINUTES – April 12, 2021 and April 26, 2021**

Commissioner Hadden made a motion, to approve the April 12, 2021 Commission meeting minutes and was seconded by Commissioner Franke. All Commissioners voted, “Aye.” Motion carried

Commissioner Hadden made a motion, to approve the April 26, 2021 Commission meeting minutes and was seconded by Commissioner Franke. All Commissioners voted, “Aye.” Motion carried

**TREASURER’S REPORT**  Kim Berger read the April 2021 report. The Commissioners receive all reports via email prior to the meeting. Commissioner Hadden made a motion, seconded by Commissioner Franke approving the April 2021 Treasurer’s report. All Commissioners voted, “Aye.” Motion carried.

 **APRIL**

Money Market $289,672.36

General Checking $ 46,388.42 Tompkins Vist $180,627.52

Payroll $ 35,103.24 NNO $9,238.55

Total Budget Bal. $371,164.02

**DEPARTMENT REPORT**

OIC Robert Wood read the Department Report for April 2021. This report was provided to all Commissioners by email.

**CALLS CITATIONS WARNINGS CONTACTS ARRESTS HOURS OF SERVICE**

Maidencreek 257 46 99 127 1 25.17 per day

Ontelaunee 184 61 79 121 3 22.86 per day

Leesport 66 17 30 47 0 8.65 per day

Administrative 14

**TOTAL 521 124 208 295 4**

**Fuel 1183.348 MILEAGE 11,097**

 **Fines Collected**

**Maidencreek $2,290.65 Ontelaunee $2,236.52 Leesport $ 449.41**

 **TOTAL $4,976.58**

**CORRESPONDENCE – Nothing to report**

**COMMENTS FROM THE FLOOR**

James Cecchini, Maidencreek Twp. questioned the Internal Affairs Policy. He stated that the Chief shouldn’t be investigating certain allegations as it is a conflict of interest. Solicitor Gerber stated that when the complaints are made against an officer, it is clearly not a conflict of interest to have the Chief of Police investigate these allegations. If the complaint is against the Chief of Police, then it is brought to the commission to obtain counsel to investigate the matter, if necessary.

Harold Wagner, Leesport Borough questioned how the officers are held accountable for each municipalitiey they work in. It was explained that the officers keep their logsheet pertaining to where they are during the shift.

Mr. Wagner also questioned the safety, how do peole know where the police cars are at any given time.

OIC Wood explained that there are GPS units in the vehicles, in the phones and in the radios to determine where the officers are at any given time. For instance, OIC Wood explained that he can look at the computer and see where all the cars are at any given time. If necessary,reports from the system can be obtained.

Donna Culp, Maidencreek Twp., stated that Scott Eaken had offered help in hiring a Police Chief. Did the Commission use his help or did the Commission hire someone. Commissioner Strause reported that action will be taken later on in the meeting to hire an Interim Chief.

**OLD BUSINESS**

Nothing to report

**NEW BUSINESS**

Commissioner Hadden moved to accept the Settlement Agreement between the Commission and Chief Brian Horner, which provides terms that include payment of $35,826.94 and the agreement that Chief Horner’s last day of employment is today, May 10, 2021, and was seconded by Commissioner Franke. All Commissioners voted, “Aye.” Motion carried.

Commission Hadden made a motion, seconded by Commissioner Franke to retain Ruth Manmiller as the Police Commission’s Police Secretary on a part-time basis not to exceed 32 hours per week at a rate of $29.00 per hour until further notice.  All Commissioners voted, “Aye.” Motion carried.

Commission Hadden made a motion, seconded by Commissioner Franke to retain the services of SRW Strategies, LLC, to determine the suitability for employment of the candidate who may be given a conditional offer of employment as Interim Chief of Police.  All Commissioners voted, “Aye.” Motion carried.

Commission Hadden made a motion, seconded by Commissioner Strause to suspend Sergeant Sean Showalter for a period of three 12-hour days without pay in connection with the circumstances stated in the February 9th, 2021 Loudermill Notice --- imposing one day of the suspension during each of the next three pay periods.  All Commissioners voted, “Aye.” Motion carried.

Commission Hadden made a motion, seconded by Commissioner Franke to retain the services of Drive to Survive to conduct training on emergency vehicle operations and pursuits in accordance with the “$50 per person with the minimum of 20 students in the three hour class”. All Commissioners voted, “Aye.” Motion carried.

Commission Hadden made a motion, seconded by Commissioner Franke to adopt the job description of Interim Chief of Police.  All Commissioners voted, “Aye.” Motion carried.

Commission Hadden made a motion, seconded by Commissioner Franke to tender an offer of employment to James Kaiser to serve the Commission as Interim Chief of Police with an annualized salary of $97,500 and in accordance with the Interim Chief of Police job description.  All Commissioners voted, “Aye.” Motion carried.

Commission Hadden made a motion, seconded by Commissioner Franke to have the Interim Chief Keiser start on June 1, 2021. All Commissioners voted, “Aye.” Motion carried.

At this time, Mr. Keiser was introduced to the audience and was welcomed as the Interim Chief of Police of the Northern Berks Regional. Mr. Keiser gave a little background about himself and was excited to start the new chapter in his life.

**FOR THE GOOD OF THE ORDER**

Discussion was held regarding the replacement Administrative Assistant. Will this position be part-time or full time? Commissioner Strause stated that the position will start as part-time while training with Ms. Manmiller and then it will be evaluated.

In reference to advertising for a new Administrative Assistant, Harold Wagner, Leesport Borough, stated that the ad was not proper since the ad did not state part-time or full-time.

Since the Commission received 25 applicants, this should not be a problem.

**ADJOURN**

Commission Hadden made a motion, seconded by Commissioner Franke to adjourn the Commission meeting at 6:45 PM. All Commissioners voted, “Aye.” Motion carried.

Respectfully submitted,

NBRPD Ontelaunee Alternate Kim Y. Berger

CC:

 Diane Hollenbach, Maidencreek Township Secretary to distribute to Supervisors

 Kim Berger, Ontelaunee Township Secretary to distribute to Supervisors

 Sandra Weiser, Leesport Borough Secretary to distribute to Council

 Christopher Gerber, Siana Bellwoar Law Offices