

**NORTHERN BERKS REGIONAL POLICE  
COMMISSION MEETING  
April 11, 2022 6:00 PM**

**ATTENDING:** Ronald Strause – Leesport Commissioner, Heidi Fiedler – Maiden creek Commissioner, Gary Hadden – Ontelaunee Commissioner, Josh Steingraber – Ontelaunee Township Alternate, Joseph Farley – Maiden creek Township Alternate, Christopher Gerber – Solicitor, Chief Jim Keiser, Alysia Fredericks – Administrative Assistant

**GUESTS:** Donna Culp, Eric Bauman, Nicole Schwenk, Josh Meck, Robert Wood, Mike Schittler

Commissioner Strause called the March 14, 2022 Commission Meeting to order at 6:00 PM, followed by the pledge to the flag and a moment of silence. He also acknowledged the passing of Harold Wagner, a regular attendee of the commission meetings, and asked everyone to keep his family in their thoughts.

Commissioner Strause welcomed everyone.

**AGENDA:** Commissioner Fiedler made a motion, seconded by Commissioner Hadden to approve the agenda. All commissioners voted, “Aye”. Motion carried.

**FOR THE RECORD:** Nothing

**COMMISSION MEETING MINUTES:** Commissioner Hadden made a motion, seconded by Commissioner Fiedler to approve the March 14, 2022 Commission Meeting minutes. All commissioners voted, “Aye”. Motion carried.

**TREASURER’S REPORT:** The March 2022 Treasurer’s report was given by Alysia Fredericks as follows-

Money Market	\$534,590.48	Tompkins Vist	\$180,693.84
General Checking	\$17,379.86	NNO	\$5,807.74
Payroll	\$16,165.60		
Total Budget Bal.	\$568,135.94		

Commissioner Fiedler made a motion, seconded by Commissioner Hadden to approve the March 2022 Treasurer’s report as presented. All commissioners voted, “Aye”. Motion carried.

**DEPARTMENT REPORT:** Chief Keiser read the activity report for March 2022

TOWNSHIP	CALLS	CITATIONS	WARNINGS	CONTACTS	ARRESTS	HOURS OF SERVICE
Maidencreek	319	94	99	166	7	28.34 per day
Ontelaunee	215	108	95	169	11	25.29 per day
Leesport	87	17	15	32	6	7.06 per day
Administrative	25					
<b>TOTAL</b>	<b>646</b>	<b>219</b>	<b>209</b>	<b>367</b>	<b>24</b>	

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FUEL: 1343.534 Gallons

MILEAGE: 11135

FINES COLLECTED: \$6211.80

**Maidencreek - \$2787.62**

**Ontelaunee - \$2488.16**

**Leesport - \$936.02**

CRASHES: **Maidencreek - 11 (6 Reportable/5 Non Reportable)**

**Ontelaunee - 15 (5 Reportable/10 Non Reportable)**

**Leesport - 4 (0 Reportable/4 Non Reportable)**

**Chief Keiser** mentioned that there was an aggressive driving campaign held in Ontelaunee where 28 citations were issued and the top speed was 99mph. Also, the roundabout in Maiden creek will be opening one lane on 4/12/22.

**Joe Farley, Maiden creek Alternate** was asking why Ontelaunee Township has a lot of calls/citations.

**Chief Keiser** said that once the construction starts to wind down in Maiden creek, which will allow for more speed timing, the numbers for Maiden creek should start to pick up.

**BUSINESS FROM THE FLOOR:**

**Donna Culp**, wanted to know if officers carried Naloxone and how that is funded. **Chief Keiser** said the officers carry one dose and it is provided by the county. This does not come out of NBRPD's budget.

**OLD BUSINESS:**

**Ballistics Shields** - **Chief Keiser** said that the shields have been ordered and he is hoping to have them soon.

**National Night Out** - **Chief Keiser** said that there was a preliminary meeting on Wednesday, April 6, to discuss getting the pamphlets together. Also, this year Fleetwood Police Department will be joining us. We will definitely be in need of volunteers to help at the event. He would like more community and youth groups involved. **Donna Kulp** asked if the Sheriff's department would be there this year with their K9 unit. **Chief Keiser** will reach out to them to confirm. He would like to have a K9 demonstration. Also, the proposal from the fireworks company has been received. **Alysia Fredericks, Administrative Assistant** said the first priority is getting the registration brochures created and distributed so that donations can start coming in. We need to have a lot of youth involvement to ensure that all booths and tables have enough help.

**NEW BUSINESS:**

**Retirement Badges** - **Chief Keiser** spoke about wanting to draft a policy in regards to issuing retirement badges to officers who retire in good standing. This badge would be a full sized badge like the current badges, but would say

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“Retired” at the top instead of “Officer”. **Commissioner Fiedler** stated that the badges are a good idea. In regards to the policy presented, she asked about the part that states “These badges will be presented at the discretion of the Chief of Police”. **Chief Keiser** reiterated that this is in reference to the officers retiring in good standing. **Commissioner Fiedler** asked if this would be for every officer who has already retired. **Chief Keiser** said that this would need to be discussed to determine how far back we would be going to issue the badges. **Commissioner Strause** noted that when it had been discussed at a prior meeting, the retirement badges were to be issued moving forward. **Commissioner Fiedler** said that there are officers who have retired, such as Officer Hoptley, who did not receive a badge. She thinks that they should be issued to any officer who has retired, regardless of how long it has been since the actual retirement. **Solicitor Gerber** recommended that the sentence of the policy be amended to say “These badges will be presented at the discretion of the commission as recommended by the Chief of Police.” This way, the final decision is coming from the governing body. **Commissioner Fiedler** asked if that would mean that if a commissioner, for whatever reason, did not like a retiring officer, could that decision then be to deny an officer a retirement badge. **Solicitor Gerber** said the answer is yes. However, he would make a recommendation that the commission be fair and objective. **Commissioner Fiedler** suggested that sentence in question not be included in the policy at all. **Solicitor Gerber** understands this suggestion, but someone needs to make the decision as to what “good standing” is and this type of decision should come from the governing body and not the Chief of Police. **Commissioner Fiedler** wanted clarification on what the definition of “in good standing” is. **Solicitor Gerber** said that would be up to the commission. Any specific retirement situations could be addressed in executive sessions. It will be a case by case basis. **Donna Culp** asked how many retired officers Northern Berks Regional Police Department has. **Solicitor Gerber** said this is a good question and asked if this will be retroactive or on a go forward basis. **Chief Keiser** said he would like to include all retired officers. **Solicitor Gerber** said that this will need to be decided by the commission. **Joe Farley, Maidencreek Alternate** asked if there are performance reviews in the personnel files that could be given to the commission to determine whether or not an officer is retiring “in good standing”. **Chief Keiser** said that there are not currently performance reviews given, but he is looking to change that. **Josh Steingraber, Ontelaunee Alternate** said that if it is at the recommendation of the Chief, it would be prudent to begin with our current Chief. It would be difficult to recommend someone from 8 years ago, who did not work with the current Chief. **Solicitor Gerber** said this might be the best way to approach it. The policy would begin when on the day that Chief Keiser began working for NBRPD. **Commissioner Fiedler** mentioned that there are officers who retired within the last few years who did not receive badges, but this was before Chief Keiser was acting Chief. **Solicitor Gerber** said he has been here for multiple years and can work with the chief to

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address any recent retirees during that time period. **Chief Keiser** was agreeable to that time period suggestion. **Solicitor Gerber** stated that the motion be to approve the recommended retirement badge policy as modified that will be applicable from this date going back 4 years. **Commissioner Fiedler** made this motion, seconded by **Commissioner Hadden**. All commissioners voted, "Aye". Motion carried.

Commendation Program - **Chief Keiser** presented a policy for a commendations and awards program. **Commissioner Fiedler** stated that it is important to recognize officers for the work they have done. **Chief Keiser** said that a lot of the NBRPD officers go above and beyond their required duties. There would be a committee of officers and sergeants to evaluate all commendation requests. The awards will be a certificate and a ribbon that will be presented to each officer receiving the commendation. He is hoping to have the first presentation of awards during National Night Out 2022. **Solicitor Gerber** recommended that this be at the full discretion of the Chief. **Josh Meck** talked about the recognition software that is used at his place of employment and how much of a morale booster the recognitions can be. **Eric Bauman** asked if members of the community could recommend officers for these awards. **Chief Keiser** said that he often receives emails and letters from the community that acknowledge the actions of the officers. These letters are shared within the department and kept in the personnel files. He went on to further explain that these awards can be given to other public safety personnel and citizens. **Solicitor Gerber** suggested that there be a motion to approve the Chief's recommended commendations and awards policy. **Commissioner Fiedler** made this motion, seconded by **Commissioner Hadden**. All commissioners voted, "Aye". Motion carried.

Parking Enforcement - **Commissioner Hadden** said that this has become an issue in Ontelaunee Township. **Chief Keiser** handed out sample tickets to the commission. They would come with an envelope in which the payment can be placed and mailed to the NBRPD, where they will be recorded for payment and disbursed to the municipality that was checked at the top of the ticket. There will be a timeline for payment. Non payments can result in state citations with the magistrate, which could then be fought at that level. The municipalities will need to compare their parking ordinances to come up with a list that will accurately apply to all three. As of now, they are all done as state citations, which are very expensive. They can also include a "sliding scale" for payments, depending on the date that it is paid. **Josh Steingraber, Ontelaunee Alternate** mentioned that the municipalities most likely have very similar parking ordinances, which would just need to have a fee schedule assigned to them. It will be more feasible to write a \$25 ticket and put it on a car in a no parking zone instead of filling out an expensive state citation. There could be some recourse to these tickets, at the discretion of the chief. **Commissioner Hadden**

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stated that it would need to be discussed in each municipality and then the supervisors would need to come to a uniform agreement. **Josh Steingraber, Ontelaunee Alternate** suggested that each municipality send their current parking ordinances to the solicitor who can compile a list of shared ordinances across the municipalities. After the list is compiled, a fee schedule would then be assigned and agreed upon. **Commissioner Hadden** said this could be a good way of coming up with a ticket and liked the idea of the sliding scales. **Joe Farley, Maidencreek Alternate** stated that it sounded like the officers would need training for this new ticketing option. **Chief Keiser** said they would be able to implement the new process. **Commissioner Strause** reiterated that all three municipalities would email Solicitor Gerber their parking ordinances and the rest would be decided upon later.

Omega: new computer - **Detective Sergeant Wood** stated that the in car cameras need their own stand-alone system to get the information to the Cloud. The 2010 ICop machine cannot be used for this because it will not support the Windows 11 upgrade. We are partnering with Omega to purchase a computer and service plan that can be paired with the body cameras to get the information up to the Cloud. **Josh Steingraber, Ontelaunee Alternate** asked how old the departments' current server is. **Detective Sergeant Wood** said there is just a terminal server for Cloud computing. **Commissioner Hadden** made a motion to approve the hardware needed in conjunction with the car and body cameras at a total of \$2,788.39, seconded by **Commissioner Fiedler**. All commissioners voted, "Aye". Motion carried.

**FOR THE GOOD OF THE ORDER:** Nothing

**ADJOURN:**

**Commissioner Fiedler** made a motion, seconded by **Commissioner Hadden** to adjourn the meeting at 6:52PM. All commissioners voted, "Aye". Motion carried.

Respectfully Submitted,

*Alysia Fredericks*

NBRPD Administrative Assistant

CC: NBRPD Commission & Alternates  
Diane Hollenbach, Maidencreek Township Secretary  
Kim Berger, Ontelaunee Township Secretary  
Sandra Weiser, Leesport Borough Secretary  
Christopher Berger, Solicitor