

**NORTHERN BERKS REGIONAL POLICE
COMMISSION MEETING
June 13, 2022 6:00 PM**

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

GUESTS: Donna Culp, Eric Bauman, Heather Schoener, Jarrett Gibbons, Tom Unrath, Lisa Unrath, James Cecchini

Commissioner Strause called the June 13, 2022 Commission Meeting to order at 6:00 PM, followed by the pledge to the flag and a moment of silence.

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 Fiedler made a motion, seconded by Commissioner Hadden to approve the May 9, 2022 Commission Meeting minutes. All commissioners voted, "Aye". Motion carried.

TREASURER'S REPORT: The May 2022 Treasurer's report was given by Alysia Fredericks as follows-

Money Market	\$545,948.24	Tompkins Vist	\$180,705.92
General Checking	\$14,386.56	NNO	\$5,547.74
Payroll	\$70,455.79		
Total Budget Bal.	\$630,790.59		

Commissioner Fiedler made a motion, seconded by Commissioner Hadden to approve the May 2022 Treasurer's report as presented. All commissioners voted, "Aye". Motion carried.

DEPARTMENT REPORT: Chief Keiser read the activity report for May 2022

TOWNSHIP	CALLS	CITATIONS	WARNINGS	CONTACTS	ARRESTS	HOURS OF SERVICE
Maidencreek	300	97	92	163	5	29.12 per day
Ontelaunee	205	105	79	157	6	24.24 per day
Leesport	92	18	16	27	0	5.39 per day
Administrative	21					
TOTAL	618	220	187	347	11	

FUEL: 1267.162 Gallons

MILEAGE: 10637

FINES COLLECTED: \$7067.06

Maidencreek - \$2740.24

Ontelaunee - \$3492.08

Leesport - \$834.74

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CRASHES: Maidencreek - 14 (4 Reportable/10 Non Reportable)
Ontelaunee - 9 (3 Reportable/6 Non Reportable)
Leesport - 2 (0 Reportable/2 Non Reportable)

Commissioner Strause asked how the department is doing in regards to the fuel budget. **Chief Keiser** stated that at the conclusion of May, we have used 60% of the allocated fuel budget. **Commissioner Hadden** said that if we need to move funds around to assist with the fuel, we will do that because we do not want to lose the presence of the officers on the streets. In past years, we have ended with a surplus, so we will make sure that fuel is covered. **Commissioner Fiedler** agreed that we could increase the funds for fuel because we have the reserves for it. **Commissioner Fiedler** also suggested that money be returned to the municipalities. **Commissioner Strause** said this is something we can discuss at a later time, but for right now everyone is in agreement that the fuel costs will be covered.

Commissioner Fiedler asked the Chief where we are at in regards to the retirement badges. **Chief Keiser** stated that they have not been ordered, yet. We need to determine which vendor has our existing badge design.

BUSINESS FROM THE FLOOR:

Citations - The question was asked as to how many citations were given versus collected and whether or not there is a record kept of what is outstanding. **Ontelaunee Alternate Josh Steingraber** explained that when citations are not paid, they will be collected by the District Justice.

Maidencreek Park - **Maidencreek Alternate Joe Farley** asked if there are cameras at the Maiden creek Park. The vandalism at the park has been increasing. **Chief Keiser** stated that there are not cameras, but it would be a good idea for the township to look into installing some in the park.

Harassment Policy - A question was directed to the solicitor in regards to the department harassment policy and whether or not it was applicable to the commission. The solicitor responded that it is.

OLD BUSINESS:

Parking Ordinances - **Solicitor Gerber** said that it is a work in progress.

Ontelaunee Township Meeting Room - **Commissioner Strause** asked if there were any updates on Ontelaunee Township's plans to update the meeting room. **Commissioner Hadden** said that the township is still getting presentations from various companies and it will be a couple of months until they have all the information compiled.

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NEW BUSINESS:

Commissioner Fiedler stated that since the amount of financial reserves is so high, it would be appropriate to return at least \$200,000 to each municipality in the prorated amount in which the municipality contributed. **Solicitor Gerber** suggested that this topic be placed on the agenda for next month under New Business so that everyone has time to research and prepare for the discussion. **Commissioner Fiedler** then mentioned that we have not had an audit done yet this year. **Administrative Assistant Alysia Fredericks** said that the Police Commission's charter does not require a full audit. In the past, we have done a compilation and agreed upon procedures through our accountant, which is much more cost efficient and takes a look at a number of the same things that an audit does. **Commissioner Fiedler** asked if a copy of the proposed compilation quote could be sent to her.

Commissioner Fiedler stated that she has been the recipient of harassment from a member of the police commission. She said that **Commissioner Hadden** has verbally harassed her during and after meetings by yelling and calling her names. The commission should be held to the same code of conduct as the officers. **Commissioner Fiedler** read from Code of Conduct under the Northern Berks Regional Police Department's SOP's (Standard Operating Procedures). **Commissioner Strause** said that the policy is not applicable to the commission because you are talking about employees versus a commission that oversees the department. **Solicitor Gerber** stated that this policy is applicable if a member of the commission harasses an employee. It does not apply when it specifically involves members of the commission harassing each other because elected officials are not employees. He encourages everyone on the commission to be civil and treat everyone with respect. **Maiden creek Alternate Joe Farley** said that this type of behavior needs to start at the local level. **Commissioner Fiedler** said that it is her intention to work with everyone and she appreciates the comments from the Solicitor and Mr. Farley.

FOR THE GOOD OF THE ORDER:

Commissioner Strause asked **Solicitor Gerber** if any members of the commission have been contacting him directly about matters that do not have to do with the commission. **Solicitor Gerber** replied "yes". **Commissioner Strause** stated that the commission should not be financially responsible for any calls that are unrelated to the commission. **Solicitor Gerber** said that he understands the concerns of the commission, but he is obligated to answer the phone when the matter peripherally or directly effects the commission. **Commissioner Strause** said that these issues do not affect the commission, but are the issues of a municipality. He should not have to find out on YouTube that a municipality reached out to our Solicitor. At the very least, all of the municipality commissioners should be notified when this occurs. **Commissioner Hadden** said that if any municipality has an issue with the

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police commission charter, the entire commission needs to be made aware. The charter can be voted on and changed by the commission. **Solicitor Gerber** said that if he is being asked his legal opinion, it should be discussed during executive session.

EXECUTIVE SESSION

6:31pm - 6:59pm

After returning from executive session, a discussion from the floor was started in regards to bicyclists in Ontelaunee Township, specifically children. **Chief Keiser** said that under Pennsylvania Law, bicyclists are required to follow all the laws of a car, including stopping at stop signs and signaling when making turns. Many children are not aware of this and it comes down to educating them in regards to the rules of bike safety. **Commissioner Strause** suggested getting a group in the municipality to organize a bike rodeo as a means to educate. **Chief Keiser** said that the point of community policing is to police *with* the community. A community can decide to organize a group or event and then the police can come and work with that group to educate in regards to bike safety. **Administrative Assistant Alysia Fredericks** said that if a group wanted to do this at the National Night Out Event in August, they would just need to register and they could have a spot at the event.

ADJOURN:

Commissioner Fiedler made a motion, seconded by **Commissioner Hadden** to adjourn the meeting at 7:09PM. All commissioners voted, "Aye". Motion carried.

Respectfully Submitted,

Alysia Fredericks

NBRPD Administrative Assistant

CC: NBRPD Commission & Alternates
Hunter Ahrens, Maiden creek Township Manager
Kim Berger, Ontelaunee Township Secretary
Sandra Weiser, Leesport Borough Secretary
Christopher Berger, Solicitor