

**NORTHERN BERKS REGIONAL POLICE
COMMISSION MEETING
August 8, 2022 6:00 PM**

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

GUESTS: Donna Culp, Eric Bauman, Josh Meck, Terry Hilbert, Mike Schittler, Kris Schittler

Commissioner Strause called the August 8, 2022 Commission Meeting to order at 6:01 PM. He announced that prior to the pledge of allegiance, the commission would be breaking for an executive session.

EXECUTIVE SESSION: 6:01-6:17 PM for legal matters

Commissioner Strause resumed the meeting at 6:17 PM, followed by the pledge of allegiance and a moment of silence.

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

FOR THE RECORD: Nothing

COMMISSION MEETING MINUTES: **Commissioner Hadden** made a motion, seconded by **Commissioner Strause** to approve the July 2022 Commission Meeting minutes. **Commissioner Fiedler** abstained since she was not present at the July meeting. Motion passed 2-0 with one abstaining.

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

Money Market	\$603,913.71	Tompkins Vist	\$180,718.00
General Checking	\$24,183.44	NNO	\$20,491.09
Payroll	\$2,516.60		
Total Budget Bal.	\$630,613.75		

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

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

TOWNSHIP	CALLS	CITATIONS	WARNINGS	CONTACTS	ARRESTS	HOURS OF SERVICE
Maidencreek	339	76	59	109	6	26.9 per day
Ontelaunee	219	60	60	93	2	21.8 per day
Leesport	100	26	8	20	1	5.16 per day
Administrative	15					

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TOTAL 673 162 127 222 9

FUEL: 1158.876 Gallons MILEAGE: 9313

FINES COLLECTED: \$4514.90

Maidencreek - \$1553.34 Ontelaunee - \$2043.93 Leesport - \$917.63

CRASHES: **Maidencreek - 20 (7 Reportable/13 Non Reportable)**
Ontelaunee - 15 (9 Reportable/6 Non Reportable)
Leesport - 4 (2 Reportable/2 Non Reportable)

BUSINESS FROM THE FLOOR:

Josh Meck, Maidencreek Township, asked if any of the police vehicles are approaching 200,000 miles. Chief Keiser said that since the mileage changes every day, there is no spreadsheet of this information. Furthermore, the amount of idle time also contributes to needing a replacement vehicle.

Donna Culp, Maidencreek Township, wanted to thank everyone who volunteered and contributed to the National Night Out and said that it was a wonderful event.

OLD BUSINESS:

Update on Parking Ordinances - **Solicitor Gerber** said that his office had reviewed the ordinances of the three municipalities and then sent the review to the solicitors. The Ontelaunee Solicitor suggested that we come up with language that could be adopted by all 3 municipalities, so that we have a uniform way of handing out parking tickets. All commissioners and the Chief were in favor of the language utilized in the review. This review will once again be presented to the solicitors and the municipalities will amend their ordinances to make them uniform. The officers can then begin to enforce the ordinances and issue tickets versus costly state citations.

National Night Out - **Chief Keiser** and **Alysia Fredericks** said that the National Night Out event was a successful community/police oriented evening with at least 3,000 people in attendance. A big thank you to the National Night Out committee that worked tirelessly to plan and hold this event. Also, thanks to Schuylkill Valley High School for being the event host. The 2023 National Night Out will occur on Tuesday, August 1, 2023.

Commissioner Fiedler asked if we could address the issue that was presented at the last meeting in regards to the interpretation of the commission charter. **Solicitor Gerber** stated that the commission does not have the power to decide who is appointed to the commission by each municipality. Solicitor Gerber is in agreement with the Maidencreek solicitor's response.

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NEW BUSINESS:

Engagement Letter for Preparation and Compilation of 12/31/21 Financial Statements: **Administrative Assistant Alysia Fredericks** presented the letter for review by the commissioners. Everything would remain the same as when it was done in 2020 and would be done by the same firm - Long, Barrell & Co., Ltd. **Commissioner Hadden** made a motion, seconded by **Commissioner Fiedler** to sign the engagement letter for Long, Barrell & Co., Ltd. to prepare and compile the 12/31/21 Financial Statements for a fee of \$5,000-\$5,500. All commissioners voted, "Aye". Motion carried.

Engagement Letter for Agreed Upon Procedures: **Commissioner Hadden** made a motion, seconded by **Commissioner Fiedler** to sign the engagement letter for Agreed Upon Procedures prepared by Long, Barrell Co., Ltd. All commissioners voted, "Aye". Motion carried.

2023 Budget: **Commissioner Fiedler** suggested we compile some possible dates to hold budget workshops. **Commissioner Hadden** requested that retired Administrative Assistant Ruth Manmiller be asked to help Alysia Fredericks prepare the preliminary budget for 2023. Since she is still on the NBRPD payroll, she can log her hours to be properly compensated for any budgetary assistance.

FOR THE GOOD OF THE ORDER:

Chief Keiser let the commission know that the body worn cameras and in car cameras have arrived. The body worn cameras are held in place by a strong magnet, with one piece on the inside of the vest and one on the outside. The in car cameras have the ability to record the front and the back of the patrol vehicles. The cameras have 12 hours worth of recording time before needing to be charged. The cameras will not record every minute of an officers shift - they will be turned on and off, as needed, as directed by the policy that will be drafted. There are portions of the policy that will be bargainable with the union. The policy will also need to be approved by the police commission. At this point, we are still at least a couple of months out from being able to implement the cameras. The install will be done by RMI, which is a Motorola approved installer.

ADJOURN:

Commissioner Fiedler made a motion, seconded by **Commissioner Hadden** to adjourn the meeting at 6:44 PM. All commissioners voted, "Aye". Motion carried.

Respectfully Submitted,
Alysia Fredericks
NBRPD Administrative Assistant

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