

**NORTHERN BERKS REGIONAL POLICE**  
**BUDGET WORKSHOP**  
**October 5, 2022 6:00 PM**

ATTENDING: Ronald Strause – Leesport Commissioner, Gary Hadden – Ontelaunee Commissioner, Heidi Fiedler – Maiden creek Commissioner, Josh Steingraber – Ontelaunee Alternate, Josh Meck – Maiden creek Alternate, Chief Jim Keiser, Alysia Fredericks – Administrative Assistant

GUESTS: Ruth Manmiller, Donna Culp

Commissioner Strause called the October 5, 2022 Budget Workshop to order at 6:01 PM. Due to the limited number of attendees, the meeting was held in the executive room. The pledge to the flag and the moment of silence did not occur because of the location change – there is not a flag in the executive room.

Alysia Fredericks provided the Commissioners, Alternates and guests with the following documents:

- Year to date budget report to compare current costs with the proposed budget
- 2023 Draft Budget

The 2023 Draft Budget was presented and each section was discussed in detail by line items. Sections include:

- Personnel
- Insurance
- Operating Costs
- Vehicle Maintenance
- Headquarters

PERSONNEL: This section is the most costly. It reflects the contractual agreements, which for 2023 call for a 3.25% increase in base salary. This base wage increase results in an increase in all other line items, such as Sergeant wages, Overtime, Holiday and Sick time bonus calculations. The 2023 Draft Budget also provides for the promotion of 2 officers to Corporal, which is 3% above the base salary of an officer.

INSURANCE: Our medical insurance, life/disability insurance and workers comp insurance are with consortiums, which enable NBRPD to have significant coverage at reasonable costs. The auto, property and liability coverage is with PIRMA, with liability coverage seeing an increase. This section also includes the 6.51% commission pension contribution and funds for the MMO, which is also determined by wage increases.

OPERATING COSTS: It was discussed that the budgeted amount for legal fees be decreased for 2023. Legal fees have been at a very reasonable level for 2022, with a large portion of the budgeted funds for this line item unused. With the addition of

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parking tickets, the Printing budget will be increased to allocate funds for the initial setup and production of these tickets. Ammunition budget was increased, as we are still waiting on backordered items. It was agreed that if we are able to find available duty ammo, we could order extra to ensure we have enough. Membership dues will also increase, as the department has officers trying out for the BCERT team, which has required yearly dues/fees. A new line item under this section is a public relations budget, which will provide funds for the department to attend various community events and distribute handouts and informational materials.

VEHICLE MAINTENANCE: This budgeted section has increased, largely due to the increase projected for the fuel budget. As we have surpassed our 2022 fuel budget, we have made adjustments to adequately fund this line item for 2023 to reflect the ongoing increase in fuel costs. The department will be purchasing 1-2 new vehicles in 2023, but this is not a budgeted item, as the vehicles will be purchased using funds from the Tompkins VIST account.

HEADQUARTERS: The most costly item in this section is the IT support, which is provided by Omega and enables the department to be cloud based.

A revised 2023 Draft Budget will be presented to commissioners and alternates at the commission meeting to be held on October 10, 2022.

Commissioner Fiedler made a motion, seconded by Commissioner Hadden to adjourn the budget workshop at 7:28 PM.

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