

NORTHERN BERKS REGIONAL POLICE
COMMISSION MEETING
October 10, 2022 6:00PM

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

GUESTS: Eric Bauman, Donna Culp, Scott Eaken, Hunter Ahrens

Commissioner Strause called the October 10, 2022 Commission meeting to order at 6:01 PM, followed by the pledge to the flag and a moment of silence.

Commissioner Strause made a motion, seconded by Commissioner Fiedler to amend the agenda to include an executive session prior to meeting adjournment. All commissioners vote, "Aye". Motion carried.

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

FOR THE RECORD: There was a budget workshop held on Wednesday, October 5, 2022.

COMMISSION MEETING MINUTES: **Commissioner Fiedler** made a motion, seconded by **Alternate Steingraber** to approve the September 2022 Commission Meeting minutes. All commissioners voted, "Aye". Motion carried.

BUDGET WORKSHOP MINUTES: **Commissioner Fiedler** made a motion, seconded by **Alternate Steingraber** to approve the October 5th budget workshop minutes. All commissioners voted, "Aye". Motion carried.

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

Money Market - \$770,100.15	Tompkins Vist - \$180,730.08
General Checking - \$17,576.68	NNO - \$12,538.68
Payroll - \$2077.43	
Total Budget Balance - \$789,754.26	

Note - The Fleetwood Money Market Account includes the \$113,969.94 state pension contribution. Check #248 in the same amount was presented for signatures at the 10/5/22 budget meeting and has been mailed to the NBRPD pension fund.

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

DEPARTMENT REPORT: Chief Keiser read the activity report for September 2022.

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TOWNSHIP	CALLS	CITATIONS	WARNINGS	CONTACTS	ARRESTS	HOURS
Maidencreek	335	92	89	166	1	28.04 day
Ontelaunee	217	72	95	154	7	24.98 day
Leesport	82	22	22	38	1	7.27 day
Administrative	22					
TOTAL	656	186	206	358	9	

FUEL: 1103.715 gallons

MILEAGE: 9491 miles

CITATION TOTAL = Not available

Maidencreek: Not available

Ontelaunee: Not available

Leesport: Not available

CRASH TOTAL = 34

Maidencreek: 15 (4 reportable/11 non)

Ontelaunee: 9 (1 reportable/8 non)

Leesport: 10 (7 reportable/3 non)

Alternate Steingraber asked who does the service for all of the vehicles. **Chief Keiser** responded that the department uses Heller's. Steingraber asked if the amount of money being spent annually at Heller's would necessitate bids being obtained for that type of service. **Solicitor Gerber** said we do not need to obtain bids.

Commissioner Fiedler asked for an update on how many hours the department is spending in each municipality. **Chief Keiser** said he will research the hours of service for an updated report.

Commissioner Strause asked for an update on the search for new vehicles. **Chief Keiser** responded that Ford has stopped taking orders since they are so far behind. NBRPD is on a list for an Explorer, in the event that an agency who has already ordered one decides not to take it.

Solicitor Gerber said that Liz McGovern has generated a sample ordinance and they are hopeful to have something proposed by the end of the year.

BUSINESS FROM THE FLOOR: Nothing

OLD BUSINESS:

Body Camera Policy - **Chief Keiser** said that each commissioner and alternate has a proposed draft of the policy for in car and body cameras. The policy was looked over and edits made by the solicitor are in red. **Commissioner Fiedler** asked if the association had given any feedback in regards to the policy. Chief Keiser responded that he has not heard anything back since the draft was given to a representative from

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the association. This draft was given to them as a courtesy and we can move forward without formal word from them. **Solicitor Gerber** said that there is no disciplinary component in the policy, therefore it is not bargainable by the association. The policy is purely managerial prerogative to be approved by the commission, as recommended by the Chief. Chief Keiser said that Motorola will be coming out on October 24 to make sure that everything is installed and synced and to train officers. Solicitor Gerber said that he recommends that the policy is approved. **Alternate Steingraber** made a motion, seconded by **Commissioner Strause** to adopt the policy for audio visual recording systems in the cars and body cameras. **Commissioner Fiedler** abstained, due to being presented with the policy at the start of the meeting and not being able to read through the entire document before voting. Motion passed 2 to 0, with 1 abstaining.

NEW BUSINESS:

MMO 2023 – **Alysia Fredericks** presented the MMO to the commissioners at the start of the meeting. This is included in the 2023 Draft Budget. **Commissioner Fiedler** made a motion, seconded by **Alternate Steingraber** to approve the 2023 MMO for the Police Pension Plan at \$204,632. All commissioners voted, “Aye”. Motion carried.

2023 Draft Budget - **Alysia Fredericks** distributed copies of the 2023 Draft Budget to all commissioners and alternates prior to the start of the commission meeting. All changes discussed during the October 5 budget workshop were included in this draft.

Commissioner Fiedler commended the Chief for staying well below the 2022 Budget and asked that excess funds be returned to the municipalities based on their contributing percentages. **Alternate Steingraber** asked if there is a typical amount that stays with the department to carry into the next fiscal year. Alysia Fredericks said that she would research to see what amount had traditionally been carried over in prior years. However, we do still have a lot to take into consideration, as far as bills and payroll costs for the remainder of the year are concerned. **Commissioner Strause** suggested that we table this conversation until the next meeting and focus on the 2023 Draft Budget. Alysia Fredericks listed some of the primary reasons for the increase in next year’s budget. The largest portion of the budget is personnel. The 2023 Draft Budget reflects two promotions to corporal and the addition of two officers. This then effects the overtime and holiday amounts. Another large increase occurs under health insurance, due to the addition of new officers. A final area of budget increase is fuel, which has been budgeted conservatively at \$4.00/gallon. **Alternate Steingraber** made a motion, seconded by **Commissioner Fiedler** to approve the 2023 Budget as presented at \$3,094,801.39. All commissioners voted, “Aye”. Motion carried.

FOR THE GOOD OF THE ORDER: Chief Eaken said that it is outstanding that the commissioners approved the budget. He thanked the commissioners and the Chief.

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Josh Meck said that there was a Durango at the Dollar General on Park Road on Friday evening. It said "Police", but it did not look like one of the NBRPD vehicles. Chief Keiser said that he would look into it.

EXECUTIVE SESSION: Held from 6:31 to 6:53 PM

Commissioner Fiedler made a motion, seconded by **Alternate Steingraber** to adjourn the meeting at 6:53 PM. 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