

NORTHERN BERKS REGIONAL POLICE  
COMMISSION MEETING  
December 12, 2022

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

**GUESTS:** Donna Culp, Anthony Spero, Eric Bauman, Mike Schittler

Commissioner Strause called the December 12, 2022 Commission Meeting to order at 6:00 PM, followed by the pledge of allegiance 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 Strause to approve the November 2022 Commission Meeting minutes. Commissioner Hadden abstained due to his absence at the November meeting. Motion passed 2-0 with one abstaining.

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

Money Market	\$505,037.44	Tompkins Vist	\$159,885.51
General Checking	\$17,382.49	NNO	\$11,606.39
Payroll	\$60,007.68		
Total Budget Bal.	\$582,427.61		

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

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

TOWNSHIP	CALLS	CITATIONS	WARNINGS	CONTACTS	ARRESTS	HOURS OF SERVICE
Maiden creek	382	140	120	216	3	37.05 per day
Ontelaunee	225	102	45	100	3	19.22 per day
Leesport	76	10	6	13	1	4.18 per day
Administrative	12					
<b>TOTAL</b>	<b>695</b>	<b>252</b>	<b>171</b>	<b>329</b>	<b>7</b>	

FUEL: 1184.382 Gallons

MILEAGE: 10,141

**FINES COLLECTED**

**Maiden creek - \$2533.18    Ontelaunee - \$2521.63    Leesport - \$328.51    TOTAL \$5383.32**

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CRASHES: **Maidencreek - 17 (3 Reportable/11 Non Reportable/3 Hit & Run)**  
**Ontelaunee - 36 (14 Reportable/21 Non Reportable/1 Hit & Run)**  
**Leesport - 5 (1 Reportable/3 Non Reportable/1 Hit & Run)**

**Chief Keiser** said that the number of vehicle contacts in Maidencreek is up due to an increased focus on the roundabouts. **Commissioner Hadden** asked about the recent increase in accidents at the end of the bypass. **Chief Keiser** replied that speed is the biggest contributing factor. **Commissioner Hadden** said that the construction should be done by mid-summer. **Alternate Josh Meck** suggested that rumble strips could be implemented at that stretch of bypass.

**Commissioner Strause** read a letter that Chief Keiser received from Christopher Redding, the Principal of Andrew Maier Elementary School. Mr. Redding wrote that he has been an administrator with the Fleetwood Area School District for over 25 years and has always had a great relationship with the police department. He specifically wanted to thank Officer Dillman who responded to an issue at the school. Since then, Officer Dillman has made it a priority to connect with the student, visiting and checking in and establishing a positive connection. Mr. Redding ended the letter by commending the work of the entire department and Chief Keiser.

**EXECUTIVE SESSION:** Held from 6:13-7:19PM.

**BUSINESS FROM THE FLOOR:** Nothing

**OLD BUSINESS:**

**2022 Municipal Reimbursements** - **Administrative Assistant Alysia Fredericks** discussed the steps involved in determining a dollar amount that could be returned to each municipality. The money that is in the Fleetwood Bank accounts (money market, checking and payroll) was used as our current balance of budgeted funds:

- Money Market: \$505,037.44
- General Checking: \$11,352.10
- Payroll: \$3,263.43
- TOTAL BALANCE: **\$519,652.97**

**Contributions** into the money market account still to occur in December were calculated at **\$347,983.97**. Estimated December **expenses** including two pay periods, the December bills and the amount to be reimbursed to the municipalities totaled **\$580,000.00**. These expenses were subtracted from the current balance combined with the expected contributions to arrive at a figure of **\$287,636.94** to start 2023. The municipal reimbursement figure used in this equation was **\$250,000.00**. This would be distributed to the municipalities based on the percentage of their contribution:

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- Maiden creek @ 52% would receive **\$130,000.00**
- Ontelaunee @ 33% would receive **\$82,500.00**
- Leesport @ 15% would receive **\$37,500.00**

The balance that is currently in our VIST Money Market account was not included in the calculations, as that money is not included in our budget. It is an account that is set aside specifically for new vehicles and body cameras.

**Commissioner Fiedler** stated that with the \$160,000.00 in the VIST Money Market account, the commission has had a monthly cash reserve balance of no less than \$600,000.00 during 2022. She expressed that Maiden creek Township has a number of projects that they would like to do in 2023. She requested that \$400,000.00 be returned to the municipalities, which would leave the police department with an estimated \$350,000.00 in total cash reserves. Money can be moved around between accounts, including the VIST money market account and we do not know when the vehicles will even be available for purchase with the money from that account. **Chief Keiser** said that one of the vehicles will be available in March 2023 and the other in the summer of 2023. **Alternate Jim Moquin** stated that \$250,000.00 is a considerable amount of money to be returned to the municipalities. **Commissioner Strause** said that he thought the \$250,000.00 was a reasonable amount. **Commissioner Hadden** asked when the various insurances, such as workers comp are paid. **Alysia Fredericks** said that workers comp is paid quarterly and then auto is paid annually towards the end of the fiscal year. Medical insurance is paid monthly. **Commissioner Fiedler** mentioned that the funds in the VIST account are still part of the budget. **Alysia Fredericks** said that this account is not a line item in the 2023 budget, meaning that no additional funds will be deposited into this account. The cost of the cars and the body cameras had been calculated and there is enough in this account to cover the cost. **Commissioner Strause** said that every year, the budget is agreed upon and the municipalities pay a certain amount monthly. Any amount that is returned to the municipalities is a bonus. To not put a strain on the commission or the department, he is in favor of the \$250,000.00. **Alternate Josh Meck** suggested that since the first workers comp bill is always due at the end of December, we could possibly increase the municipal reimbursement to \$300,000.00, as that large payment will have already been made. **Commissioner Hadden** asked if \$300,000.00 was feasible. **Alysia Fredericks** stated that she presented the financial figures that were requested and the decision is ultimately up to the commissioners. **Commissioner Hadden** made a motion, seconded by **Commissioner Fiedler** to reimburse the municipalities the sum of \$250,000.00. All commissioners voted, "Aye". Motion carried.

Eric Bauman, Maiden creek Township, said that he thinks it is great that the municipalities get anything back. It is good to have a healthy cash reserve.

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Citation Mail Box - **Alysia Fredericks** reported that the mailbox post was received and the Ontelaunee Township road crew installed the post and mailbox in front of the police station.

**NEW BUSINESS:**

**BCERT:** **Commissioner Strause** said that the commission talked about the Berks County Emergency Response Team during the executive session and it is a work in progress.

**Policy Revision - Body Cameras:** **Commissioner Fiedler** made a motion, seconded by **Commissioner Hadden** to adopt a revised policy regarding the audio visual recording systems (body cameras). All commissioners voted, "Aye". Motion carried.

**January Commission Meeting/Reorganization Meeting:** **Alysia Fredericks** said that the Northern Berks Regional Police Commission reorganization meeting will be held on Monday, January 9, 2023 at 6pm, immediately followed by the January commission meeting. This will be advertised in the Reading Eagle.

**FOR THE GOOD OF THE ORDER:**

**Commissioner Strause** thanked the department for attending the Leesport Tree Lighting on Saturday, December 10<sup>th</sup>.

**ADJOURN:**

**Commissioner Fiedler** made a motion, seconded by **Commissioner Hadden** to adjourn the meeting at 7:42 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