

**NORTHERN BERKS REGIONAL POLICE
COMMISSION MEETING
OCTOBER 9, 2023**

ATTENDING: Dave Franke – Maidencreek Commissioner, Ron Strause – Leesport Commissioner, Gary Hadden – Ontelaunee Commissioner, Josh Steingraber – Ontelaunee Alternate, Josh Meck – Maidencreek Alternate, Jim Moquin – Leesport Alternate, Chris Gerber – Solicitor, Chief Jim Keiser, Administrative Assistant Alysia Fredericks

GUESTS: Donna Culp, Avery Venegas

Commissioner Franke called the October 9, 2023 Commission Meeting to order at 6:00 PM, followed by the pledge of allegiance and a moment of silence.

APPROVAL OF AGENDA: **Commissioner Hadden** made a motion, seconded by **Commissioner Strause** to approve the agenda. All commissioners voted, “Aye”. Motion carried.

FOR THE RECORD: There was an executive session held prior to the start of the commission meeting. There will also be an executive session held after the adjournment of tonight’s meeting. Both sessions are regarding personnel.

COMMISSION MEETING MINUTES: **Commissioner Strause** made a motion, seconded by **Commissioner Hadden** to approve the September 11, 2023 Commission Meeting minutes. All commissioners voted, “Aye”. Motion carried.

TREASURER’S REPORT: The September 2023 Treasurer’s report was given by Alysia Fredericks as follows-

Money Market	\$828,063.40	Tompkins Vist	\$159,938.79
General Checking	\$113,197.38	NNO	\$9,769.51
<u>Payroll</u>	<u>\$2,771.43</u>		
Total Budget Bal.	\$944,032.21		

Fredericks made a note that the Fleetwood Money Market account includes the pension contribution that we received on 9/27/23 via direct deposit from the state in the amount of \$139,869.31. Check #233 from the money market account was written out for the same amount. It has been endorsed and mailed to the NBRPD pension fund.

Commissioner Hadden made a motion, seconded by **Commissioner Strause** to approve the September 2023 Treasurer’s report as presented. All commissioners voted, “Aye”. Motion carried.

DEPARTMENT REPORT: Chief Keiser read the activity report for September 2023.

**NORTHERN BERKS REGIONAL POLICE
COMMISSION MEETING
OCTOBER 9, 2023**

TOWNSHIP	CALLS	CITATIONS	WARNINGS	CONTACTS	ARRESTS	HOURS OF SERVICE
Maidencreek	337	45	47	80	4	28.3 per day
Ontelaunee	218	61	51	87	2	23.5 per day
Leesport	70	30	15	23	0	6.6 per day
Administrative	21					
TOTAL	646	136	113	190	6	

FUEL: 1152 gallons MILEAGE: 8,824

CRASHES: **Maidencreek - 22 (7 Reportable/11 Non Reportable/4 Hit & Run)**
Ontelaunee - 18 (7 Reportable/10 Non Reportable/1 Hit & Run)
Leesport - 7 (2 Reportable/4 Non Reportable/1 Hit & Run)

Chief Keiser mentioned the recent hit and run incident that occurred in Maidencreek Township and involved a bicyclist and a vehicle. It was a fantastic investigation and a collaborative effort between numerous agencies including the NBRPD, Berks County DA and Lancaster County DA. This incident is a sad example of the need to be aware of the Mennonite population in our communities and to safely share the road. Commissioner Franke spoke about the occurrence of major incidents that have happened over the past few months. He expressed his gratitude and told the department to stay safe.

Chief Keiser also mentioned that the NBRPD will be hosting a safe trick or treat event that will take place in the station parking lot on Thursday, October 26 from 6-8pm. There will be officers, police vehicles, candy and snacks.

BUSINESS FROM THE FLOOR:

Donna Culp, Maidencreek Township, asked about the disciplinary action that was discussed at the September meeting and recorded in the minutes. She felt that an 18 month reckoning period seems steep. Solicitor Gerber explained that the reckoning period means that the discipline will go into the personnel file for 18 months from the date of occurrence. It will then be removed from the file and cannot be used against the officer in the future. Solicitor Gerber also commented that the relationship between management (commission) and the officers and union is 100% better than it has been.

OLD BUSINESS:

Commissioner Hadden asked if we could discuss holding a budget workshop sooner rather than later. Potential dates were discussed and it was agreed to hold a budget workshop on Tuesday, October 24 at 5 pm in the Ontelaunee Township meeting room. Alysia Fredericks will place an advertisement in the newspaper and meeting information will be sent to the commissioners soon.

NEW BUSINESS:

Sign Engagement Letters - This is in reference to the financial work that Long Barrell - Certified Public Accountants will perform for the year ended

**NORTHERN BERKS REGIONAL POLICE
COMMISSION MEETING
OCTOBER 9, 2023**

12/31/2022. **Commissioner Hadden** made a motion, seconded by **Commissioner Strause** to sign the engagement letter for the preparation and compilation of the 12/31/22 financial statements. All commissioners voted, "Aye". Motion carried. **Commissioner Hadden** made a motion, seconded by **Commissioner Strause** to sign the letter for the Agreed Upon Procedures. All commissioners voted, "Aye". Motion carried.

Approve 2024 MMO - Police Pension - **Commissioner Hadden** made a motion, seconded by **Commissioner Strause** to accept the 2024 MMO. All commissioners voted, "Aye". Motion carried.

Budget Workshop - This was discussed under Old Business.

Consideration of One Motion to Tender Conditional Offers of Employment - **Commissioner Strause** made a motion, seconded by **Commissioner Hadden** to tender a conditional offer of employment to Avery M. Venegas to serve the commission as a patrolman 3rd class in a probationary status for a period of 1 year upon the successful completion of a drug test, physical examination, psychological examination and fingerprint submission. All commissioners voted, "Aye". Motion carried.

FOR THE GOOD OF THE ORDER: Nothing

ADJOURN: **Commissioner Hadden** made a motion, seconded by **Commissioner Strause** to adjourn the meeting. All commissioners voted, "Aye". Motion carried and meeting was adjourned at 6:25 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 Gerber, Solicitor