

**NORTHERN BERKS REGIONAL POLICE  
COMMISSION MEETING  
APRIL 13, 2026**

**ATTENDING:** Josh Meck – Maiden creek Commissioner, Ronald Strause – Leesport Commissioner, Josh Steingraber – Ontelaunee Commissioner, Martin Goetz - Leesport Alternate, Diane Hollenbach – Maiden creek Alternate, Chief Wayne Holben, Solicitor Colin Macfarlane, Office Manager Alysia Fredericks

**GUESTS:** Donna Culp, Scott Eaken, Donn Eskey

Commissioner Meck called the April 13, 2026 Commission Meeting to order at 6:03 PM, followed by the pledge of allegiance and a moment of silence.

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

**FOR THE RECORD:** Nothing

**APPROVE MINUTES:** Commissioner Steingraber made a motion, seconded by Commissioner Strause to approve the March 9, 2026 Regular Commission Meeting minutes. All commissioners voted, “Aye”. Motion carried.

**TREASURER’S REPORT:** The March 2026 Treasurer’s report was given by Alysia Fredericks –

Money Market = \$202,994.06	Tompkins VIST = \$65,068.60
Checking = \$76,623.86	NNO = \$4,710.30
Payroll = \$64,319.10	
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Total Budgeted Balance = \$343,937.02	

Fredericks mentioned that the department received a dividend check from MRM Workers Comp Pooled Trust in the amount of \$47,825.98, which was deposited on 4/9/26. This amount was not a planned contribution to the budget.

Commissioner Meck asked if anything has been done about the incorrect electric bills from Met Ed. Fredericks explained that the PD rents their space from Ontelaunee Township and it was recently discovered that the electric meters have been incorrect since 2008. The township has been receiving and paying the PD’s electric bills and vice versa. There is a significant difference in bills, which means that the PD has been getting overcharged for 18 years. Fredericks said that the Ontelaunee Township secretary is still working with Met Ed to get things straightened out and to make sure Ontelaunee Township and NBRPD are receiving the correct bills.

Commissioner Strause made a motion, seconded by Commissioner Steingraber to approve the March 2026 Treasurer’s Report as presented. All commissioners voted, “Aye”. Motion carried.

**DEPARTMENT REPORT:** The March 2026 activity report was distributed to the commission.

TOWNSHIP	CALLS	CITATIONS	WARNINGS	CONTACTS	ARRESTS	HOURS OF SERVICE
Maiden creek	467	100	89	137	4	30 Per Day
Ontelaunee	271	53	66	103	2	19 Per Day
Leesport	94	27	15	31	1	9 Per Day

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Administrative	22				
Other	<del>14</del>				
TOTAL	868	180	170	271	7

FUEL: 1,050 gallons                      MILEAGE: 9,404 miles

CRASHES: 26 - Maiden creek: 13 (4 reportable, 8 non-reportable, 1 hit and run)  
                  Ontelaunee: 10 (4 reportable, 5 non-reportable, 1 hit and run)  
                  Leesport: 3 (1 reportable, 2 non-reportable, 0 hit and run)

Chief Holben recapped his first month at NBRPD:

- He has been on several ride-alongs with officers and has found them all to be very professional and dedicated.
- He has attended all of the municipal meetings.
- He is currently reviewing the standard operating procedures and policies.
- Looking to update the ways that the officers document the work they are doing.
- Updating the NBRPD mission statement and core values.
- The hiring process is underway to fill 2 positions. Applications are due May 1<sup>st</sup>
- Our new Ford Interceptor has been upfitted and will get its graphics tomorrow.
- Officer Dillman and Officer Parks have been trained in the Stinger spike system.
- We were recently invited to Reitnouer Trailers to take a tour.
- Isamoyers Towing provided lunch for the department and Praise Christian Fellowship Church brought homemade chocolate Easter candy.
- Officers were invited to Schuylkill Valley High School for a preview of Grease.
- Walter Balkiewicz/Leesport VFW wants to recognize an officer of the year annually.
- We had 2 aggressive driving details – 1 on East Wesner, which resulted in 8 citations and 1 on SR 222, which resulted in 11 citations and 2 units towed.
- The Chief reported that there were 9 traffic checks done on Calais Drive in reference to a complaint voiced at last months’ meeting. There were 2 vehicle stops and 1 truck was found to be in violation and cited accordingly.
- Sgt. Wood had a theft investigation, which resulted in the successful identification of an individual involved in cell phone thefts. This individual had also been involved in thefts in Warren Township. The two agencies worked together to close their cases.
- Officer Venegas had a vehicle theft. He got the information out to surrounding agencies quickly and an individual was arrested that night.
- A tractor trailer lost its load – a large beam – on 222.
- There was a pursuit starting in another PD jurisdiction that travelled through Maiden creek Township. Our officers closed intersections for safety.

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- There was also a call involving a grenade found in a garage. The bomb squad determined everything to be safe.

**BUSINESS FROM THE FLOOR:** Donn Eskey of Spring Garden Street in Leesport said that 61 is a “drag strip”, with cars going over 100mph. He also said that there are parties and events held at the Leesport Farmers Market on the weekend and people leave there drunk and speeding. He said that he never sees an officer patrolling on Spring Garden Street. He also spoke about various other issues. Commissioner Steingraber said that these complaints need to be called in and properly documented. Chief Holben reiterated that if there is a problem, Mr. Eskey and his neighbors can feel comfortable reporting this to the police.

**OLD BUSINESS:** Nothing

**NEW BUSINESS:**

**Ratification of Motion to Begin the Hiring Process** – Commissioner Meck said that the commission made a motion in 2025 to begin the hiring process. This was put on hold in 2026 as we shifted our focus to the hiring of a new Chief of Police. When Chief Holben was hired, the commission gave him the task of resuming the hiring process. Commissioner Strause made a motion, seconded by Commissioner Strause to ratify the motion to begin the hiring process. All commissioners voted, “Aye”. Motion carried.

**Motion to Approve the payment of Lexipol out of the “Training” budget – outstanding account that we were unaware of from previous administration** – Commissioner Strause made a motion, seconded by Commissioner Steingraber to approve the payment of \$1,422.75 to Lexipol out of the training budget. All commissioners voted, “Aye”. Motion carried.

**Approval to list and sell Taser X26P’s on Municibid to a law enforcement agency** – Commissioner Steingraber made a motion, seconded by Commissioner Strause to sell the out of service Taser X26P’s. All commissioners voted, “Aye”. Motion carried

**Approval to list and sell out of service Dodge Durango on Municibid** – Commissioner Strause made a motion, seconded by Commissioner Steingraber to sell the Dodge Durango. All commissioners voted, “Aye”. Motion carried.

**Update on National Night Out (NNO) 2026** – Alysia Fredericks explained that NBRPD, along with the other departments we collaborate with on NNO, have decided to take a break from the event this summer. The event will return in the summer of 2027. A statement will be posted on Facebook.

**Approve \$22,018.06 payment for the upfitting of Car #6 (car was approved and purchased with 2025 budget)** – Commissioner Strause made a motion, seconded by Commissioner Steingraber to approve the \$22,018.06 payment. All commissioners voted, “Aye”. Motion carried.

**Discuss the documentation of time spent in municipalities** – Chief Holben stated that the NBRPD officers currently document their day by filling out a “log sheet” where it lists the time that they

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spend in each municipality. He would like to eventually get rid of this log sheet and document their time using CODY reports instead. This way will not only track the time that the officer is in the municipality, but also the type of work being done. Tracking on paper does not allow reports to be run – the logs are simply filed away. If it is documented in CODY as a business check, foot patrol, security check, etc., the information is stored forever and various reports can be run as needed. Commissioner Steingraber agreed that a paper log sheet is obsolete and only reflects what it “needs” to reflect. There are other ways to accurately track an officers’ workload, location, time spent on calls, such as CODY, Berks CAD and vehicle GPS. Chief Holben said that if the commission needs information about how often an officer monitored a certain intersection for traffic issues, he can easily run a report in CODY for this information. He would like to hold a department meeting in May to discuss this new way to track time and then transition to eliminating log sheets shortly thereafter. He is working with Ford Telematics to generate reports of accurate mileage spent in each municipality. Commissioner Steingraber said that he believes this way will actually provide the commission with more data at the end of the year to be able to accurately determine what percentage of police services each municipality is responsible for funding. All commissioners are in support of this change. Solicitor Macfarlane confirmed that the Chief has managerial prerogative to determine how his officers should track their time and activities.

**FOR THE GOOD OF THE ORDER:** Commissioner Strause said that he has received a lot of positive feedback from the residents of Leesport since Chief Holben has come to the department. They see the patrol cars in the borough more often.

Commissioner Meck mentioned that there was a tragic incident recently involving the death of 2 Walnuttown fire chiefs. He thanked the department for their support to Fleetwood during this incident.

Solicitor Macfarlane said that the commission would be holding an executive session after adjournment to discuss a threatened litigation matter concerning the interpretation of the minimum manning provision in the collective bargaining agreement.

**ADJOURN:** Commissioner Strause made a motion, seconded by Commissioner Steingraber to adjourn the meeting. All commissioners voted, “Aye”. Motion carried and meeting was adjourned at 6:59 PM.

Respectfully Submitted,  
*Alysia Fredericks*  
NBRPD Administrative Assistant

CC: NBRPD Commission & Alternates  
Diane Hollenbach, Maiden creek Township Manager  
Kim Berger, Ontelaunee Township Secretary  
Sandra Weiser, Leesport Borough Secretary  
Colin Macfarlane, Solicitor