

**NORTHERN BERKS REGIONAL POLICE
COMMISSION MEETING
MAY 11, 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, Eric Bauman

Commissioner Meck called the May 11, 2026 Commission Meeting to order at 6:00 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: There was an executive session held after the adjournment of the April 13, 2026 Commission meeting to discuss a threatened litigation matter concerning the interpretation of the minimum manning provision in the collective bargaining agreement.

APPROVE MINUTES: Commissioner Steingraber made a motion, seconded by Commissioner Strause to approve the April 13, 2026 Regular Commission Meeting minutes. All commissioners voted, “Aye”. Motion carried.

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

Money Market = \$217,446.48	Tompkins VIST = \$65,070.21
Checking = \$133,970.86	NNO = \$4,710.30
Payroll = \$3,746.33	
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Total Budgeted Balance = \$355,163.67	

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

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

TOWNSHIP	CALLS	CITATIONS	WARNINGS	CONTACTS	ARRESTS	HOURS OF SERVICE
Maiden creek	459	121	58	113	4	30 Per Day
Ontelaunee	304	70	54	87	2	22 Per Day
Leesport	128	19	28	41	1	9 Per Day
Administrative	29					
Other	3					
TOTAL	923	210	140	241	7	

FUEL: 1,068 gallons MILEAGE: 9,112 miles

CRASHES: 49 - Maiden creek: 21 (9 reportable, 11 non-reportable, 1 hit and run)
 Ontelaunee: 22 (10 reportable, 10 non-reportable, 2 hit and run)
 Leesport: 6 (3 reportable, 1 non-reportable, 2 hit and run)

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Chief Holben went over a few things that occurred during April at NBRPD:

- On April 7th, there was a presentation by the Berks County Search and Rescue Team at the Leesport Fire Department.
- Chief Holben attended the Delaware Community College Police Academy to inform the class that NBRPD is hiring. We have received 7 applications so far.
- He attended the SV School Board meeting on April 27.
- Speed signs have been deployed in the 3 jurisdictions.
- There was a carnival held in Ontelaunee Township over 2 weekends. There was only 1 issue with juveniles attempting to pay with prop money.
- The department received 3 thank you notes this month, which were mentioned 4 specific officers. One included a \$250 donation.
- Officer Venegas completed the Glock Armorer training course.
- Chief Holben attended Food Truck Friday in Maiden creek Township.
- There was an aggressive driving detail on April 10, which resulted in 9 vehicles stopped and 11 citations issued. There was also a detail on April 14, which resulted in 12 vehicles stopped and 7 citations issued.
- Officers Dillman and Shivery assisted Bern Township with a truck detail on April 20.
- Sgt Wood assisted at a DUI checkpoint on April 20.
- The department addressed traffic concerns at the intersection of 61 and 73.
- Officers have been conducting checks on Spring Garden Street due to citizen complaints.
- Chief Holben read a letter from Officer Shinkus who is retiring after 25 years with NBRPD.

BUSINESS FROM THE FLOOR: Donna Culp asked if we were able to get the electric bill situation straightened out. Ontelaunee Commissioner Josh Steingraber said that Ontelaunee Township is in the process of compiling the numbers and plan on rectifying the situation.

OLD BUSINESS:

Update on Municibid Sale of Dodge Durango – The vehicle was sold for \$14,400 and picked up today

NEW BUSINESS:

Josh Meck brought up the topic of Power DMS, which is a software system for document control. Chief Holben further explained that all policies, SOP's, etc. can be stored in this system. Reminders can be set to review certain policies every year. Also, alerts can be sent to the department that would require them to "sign off" on certain policies or documents. This system can also store certifications. Everything can be archived in one place so that when we need to reference it, it is easily located and accessed. Commissioner Steingraber asked if other county departments use Power DMS and Chief Holben said yes. This system is also required for accreditation. The implementation of this software would come with yearly fees to be presented at the next meeting.

FOR THE GOOD OF THE ORDER: There will be an executive session after adjournment to discuss threatened litigation regarding minimum manning. No action will be taken afterwards.

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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 6:21 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