

**NORTHERN BERKS REGIONAL POLICE
COMMISSION MEETING
SEPTEMBER 14, 2026**

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

GUESTS: Donna Culp, Guy Mohr

Commissioner Meck called the September 14, 2026 Commission Meeting to order at 6:01 PM, followed by the pledge of allegiance and a moment of silence.

APPROVAL OF AGENDA: Commissioner Steingraber made a motion, seconded by Alternate Goetz to approve the agenda. All commissioners voted, "Aye". Motion carried.

FOR THE RECORD: There was an executive session held after the adjournment of the August 10, 2026 Commission meeting to discuss personnel matters.

APPROVE MINUTES: Commissioner Steingraber made a motion, seconded by Alternate Goetz to approve the August 10, 2026 Regular Commission Meeting minutes. All commissioners voted, "Aye". Motion carried. Commissioner Steingraber made a motion, seconded by Alternate Goetz to approve the September 2, 2026 Budget Workshop minutes. All commissioners voted, "Aye". Motion carried.

TREASURER'S REPORT: The August 2026 Treasurer's report was given by Alysia Fredericks –
Money Market = \$513,958.72 Tompkins VIST = \$65,076.79
Checking = \$97,379.94 NNO = \$4,710.30
Payroll = \$1,412.76
Total Budgeted Balance = \$612,751.42

Commissioner Meck asked why Line Item 541 – Membership Dues is over budget for the year. Fredericks answered that we had approved in a previous meeting to get a new scheduling software program, which was not part of the 2026 budget.

Commissioner Steingraber made a motion, seconded by Alternate Goetz to approve the August 2026 Treasurer's Report as presented. All commissioners voted, "Aye". Motion carried.

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

TOWNSHIP	CALLS	VEHICLE STOPS	CITATIONS	WARNINGS	ARRESTS
Maiden creek	864	43	58	17	9
Ontelaunee	615	47	53	14	2
Leesport	290	24	27	4	3
Administrative	18				
Other					
TOTAL	1787	114	138	35	14

CRASHES: 45 - Maiden creek: 25 (11 reportable, 11 non-reportable, 3 hit and run)

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Ontelaunee: 17 (5 reportable, 12 non-reportable, 0 hit and run)

Leesport: 3 (1 reportable, 2 non-reportable, 0 hit and run)

Chief Holben mentioned that the activity report lists "September 2026" and made the verbal correction that this report was for the month of August.

- The 3rd community connect event was held on 8/31/26 at the park off Wyatt Drive with Italian ice donated by Rita's in Blandon.
- The department applied for a PBT grant.
- We have begun the implementation process with our new scheduling software.
- Officer Curilla attended a collision investigation training.
- Aggressive Driving was conducted on 61 in Leesport with 14 violations recorded.
- The department attended the SV Back to School bash
- The traffic study on the 200 block of Gernants Church Road has been completed.
- Chief Holben thanked the commission for the new holsters.

There was some discussion about the high number of business checks. Alternate Tobias asked if there was something else the officers could focus their time on, such as traffic. Chief Holben responded that most business checks are conducted during the overnight hours.

BUSINESS FROM THE FLOOR: Donna Culp asked if the budget workshop meeting is still being held on September 21 at 6pm. Commissioner Meck replied, "yes".

OLD BUSINESS: Nothing

NEW BUSINESS:

Ratification of the reimbursement to the workers' compensation carrier in the amount of \$1,064.93:

Commissioner Steingraber made a motion, seconded by **Alternate Goetz** to ratify this reimbursement. All commissioners voted, "Aye". Motion carried.

Consider motion to approve Kyle Kunkle to start at Level 3 (90% of base salary) and upon successful completion of 1 year probation be moved to Level 1 (100% of base salary):

Commissioner Steingraber made a motion, seconded by **Alternate Goetz** to approve this motion. All commissioners voted, "Aye". Motion carried.

Consider motion to purchase a 2027 Police Interceptor Utility vehicle to replace the Chiefs' 2017 Dodge Durango for a purchase price not to exceed \$50,000.00 and to upfit the vehicle for a price not to exceed \$19,000.00: Chief Holben explained that the quotes obtained were \$50,000 for the vehicle through Masano and \$18,483.14 for the basic upfitting of an administrative vehicle through 911 Rapid Response. The Durango has had some issues, which have been fixed. However, Chief Holben said it would be best to sell it while it is running and in good shape. When asked how the department is doing budget wise, Alysia Fredericks explained that we have had considerable savings in different areas of the budget in 2026. There has also been income from the sale of a vehicle and reimbursements, which puts the commission in a good financial position to purchase this vehicle now, even though it was not written into the 2026 budget. Also, the process of cycling

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cars out every year has led to an up to date fleet and low vehicle repairs and maintenance. The commissioners decided to table this motion.

Consider motion to approve the placement of Corporal Falk and Officer Venegas on the Berks County Drug Task Force: Chief Holben said that there are not any NBRPD officers on the task force. He believes it is important to have NBRPD representation on the task force to get the department out there and build connections. There is no cost to join the task force. **Commissioner Steingraber** made a motion, seconded by **Alternate Goetz** to approve this motion. All commissioners voted, "Aye". Motion carried.

Deliberation and vote concerning potential disciplinary action involving Cpl. Angel Toro: Tabled

Authorize steps and actions to hold a Heart & Lung Act Hearing for Sgt. Showalter: Tabled

Consider motion to authorize Chief Holben to apply for the LSA grant towards a community service/command unit: Chief Holben would like a community engagement vehicle, which would allow the NBRPD to drive directly to community events and set up with the van. This vehicle would also act as a mobile command unit in the event of a major incident. Diane Hollenbach explained that the money for this vehicle would need to be "fronted" by the municipalities in accordance with their percentages towards the NBRPD budget. It would then take weeks for the money to be received from the grant and reimbursed to the municipalities. Chief Holben said that this particular LSA grant application is due at the end of November, along with a \$100 application fee. Both Eric Weaknecht and Senator Gebhard have offered their assistance with the application process. The commissioners tabled this item.

Consider motion to approve the purchase of (4) winter jackets for officers: **Commissioner Steingraber** made a motion, seconded by **Alternate Goetz** to approve this purchase. All commissioners voted, "Aye." Motion carried.

Discussion of search for new IT firm: Chief Holben said that the department currently uses Omega Systems for IT, but the price is very high. He has been in discussion with a company named Solve IT, who provided a quote with considerable savings. The Chief will ask representatives from Solve IT to attend the next budget meeting.

Consider motion to sign the engagement letters from Long, Barrell & Co., Ltd. to acknowledge the agreed upon procedures and to conduct the preparation and compilation of year ended 12/31/25 financial statements: **Commissioner Steingraber** made a motion, seconded by **Alternate Goetz** to sign the engagement letters. All commissioners voted, "Aye". Motion carried.

FOR THE GOOD OF THE ORDER: Donna Culp asked if the agenda items regarding Cpl. Toro and Sgt. Showalter were tabled. Commissioner Meck said the commission would be going to executive session and then would revisit these items when the commission comes back from recess.

Commissioner Steingraber made a motion, seconded by **Alternate Goetz** to recess the meeting at 6:36PM. All commissioners voted, "Aye". Motion carried.

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Commissioner Meck called the meeting back to order at 7:37 PM.

The commission revisited the following agenda items:

Deliberation and vote concerning potential disciplinary action involving Cpl. Angel Toro: Tabled

Authorize steps and actions to hold a Heart & Lung Act Hearing for Sgt. Showalter: **Commissioner Steingraber** made a motion, seconded by **Alternate Goetz** for the commission to take any and all actions to hold a Heart & Lung Hearing for Sgt. Showalter. All commissioners voted, "Aye". Motion carried

ADJOURN: **Alternate Goetz** made a motion, seconded by **Commissioner Steingraber** to adjourn the meeting. All commissioners voted, "Aye". Motion carried and meeting was adjourned at 7:38PM.

Respectfully Submitted,
Alysia Fredericks
NBRPD Office Manager

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