

**Southern Police Commission
Monthly Meeting
March 7, 2018**

A public meeting of the Southern Police Commission was held on Wednesday, March 7, 2018 at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

Commission Members Present: Buck Buchanan, Roy Burkins, Robert Herzberger, Bruce Merrill, Mike Sharkey, John Trout, and Andrew Stewart

Solicitor: Peter Ruth

Police Department Staff: Chief James Boddington, Financial Administrator Gail Prego, Officer Heffner, Sgt. Teague, Officer Hanson, Officer Blaise

Alternate Members Present: Nick Wagner, John-Paul Whitmore

PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Trout at 19:01 with the pledge of allegiance to the flag and a moment of silence for fallen police officers, firefighters, and EMT's who lost their lives in the line of duty.

PUBLIC COMMENTS

An unnamed gentleman stated that he was there to support the Southern Regional Police Department. Chairman Trout thanked him for his attendance and suggested that he attend the next New Freedom Borough Council meeting. The time, 19:00 Monday 3/12/18, of that meeting was confirmed to that person. There was discussion regarding a potential change of venue due to the large number of attendees at Borough Council meetings. It was again confirmed that the meeting would be in the room we were currently occupying.

CHAIRMAN'S ANNOUNCEMENTS

Chairman Trout made several announcements. He asked those members and alternates who have not yet submitted their statements of financial interest to get them turned in.

A letter of resignation, dated 2/28/2018, addressed to Chief Boddington from Officer Michael Bishop was read.

A letter was received, dated February 13, from Paul Heffner, President of the Southern Regional Police Officers Association, the bargaining unit for SRPD Police Officers, notifying the Commission of their intent to commence collective bargaining for the period beginning January 2019 as soon as possible.

A letter, dated February 15, 2018 was received from New Freedom Borough, stating that the Borough Council requested two alternative actions: (1) The Southern Regional Police Commission member communities support a merger with another regional police department. Or (2) that a Customer Relations Committee be stood up to support growth of the Department by engaging other municipalities to join, or become customers of, the Southern Regional Police Department. They also suggested a one-year police union contract with four one-year options to be in place by 14 May 2018.

In a letter was received February 26, 2018, from the Borough of Glen Rock, stating that the Glen Rock Borough Council (1) agrees to a three-year commitment and an update to the IGA, (2) that the Commission conduct an aggressive campaign to solicit surrounding municipalities to utilize SRPD, and (3)

takes exception to inaccurate and misleading information regarding Glen Rock's intentions as New Freedom's reasons for leaving SRPD.

A copy of each of the above letters has been made a part of these minutes.

A letter was received March 6 from the South Eastern School District requesting an agreement document for: (1) walk-through and patrol services, with special event coverage, for the remainder of the 2017-2018 school year with a start date to be determined and end with the end of the school year, currently June 8, 2018. They request an MOU for that period. They also request that arrangements be made for a School Resource Officer (SRO) assignment for the 2018-2019 school year beginning August 20, 2018 through the last school day for students, currently scheduled for May 31, 2019. The SEDS is committed to maintaining an SRO presence for the foreseeable future. They request an MOU for that assignment. Implementation of agreed to services is dependent upon school board approval.

Letters were sent to several surrounding municipalities by Chairman Trout offering SRPD services to them. A sample copy of that letter is attached and made a part of these minutes.

REVIEW & APPROVAL OF FEBRUARY 2018 REGULAR MEETING MINUTES

A motion was made by Commissioner Herzberger, seconded by Commissioner Sharkey, that the minutes be approved as presented. The motion was approved by an Aye vote of members present. Subsequent to the meeting, minor typo's and incomplete words were found and corrected by the Secretary.

REVIEW & APPROVAL OF FEBRUARY EXPENDITURES

- Expenses for February 2018 were presented. Chief Boddington reviewed the reports with Finance Administrator Prego earlier during the day and asked her to lead the discussion.
- Revenue: Contracted customers were down a little bit. That shortfall will be made up by Southern School District's requested increase in police coverage and February being a short month.
- Salaries are in line, and overtime is under control.
- Additional overtime will be required to cover the shifts due to Officer Bishop's departure. Most of that cost will be made up by not having to pay his salary and benefits.
- Det. Shafer's disability affected the wages report.
- Vehicle expenses look OK for now.
- Professional liability policy cost was significantly higher than anticipated.
- Legal fees continue due to an ongoing case.
- An admin expenses for anti-virus software was higher than expected.
- Commercial liability costs came in slightly lower than expected.
- Expense results for the month were as close to on budget as would be expected.
- Commissioner Merrill asked a question regarding revenue periods – members revenue is invoice quarterly and customers are invoiced monthly was confirmed by Administrator Prego.
- Commissioner Buchanan asked a confirming question regarding health insurance costs for the year. Administrator Prego answered that it's anticipated that rates will remain stable and lower than expected for the remainder of the year.
- A motion was made by Commissioner Buchanan, seconded by Commissioner Burkins, to approve the financial reports with expenditures using check numbers 10682 through 10722 in the amount of \$206,422.67 for the month of February. The motion carries with an Aye vote unanimously.

CHIEF'S REPORT

Chief Boddington discussed the January report that had been provided. It shows carryover time due to the way the PPU reporting system works. Illnesses had caused some of the overtime.

Commissioner Merrill asked if the reported time is the actual time. The answer is yes. He then asked if the charge to the member's for time included the administrative costs. The answer is yes. He then asked what the hourly rate for non-members is. The answer is \$88.00. He asked if that included administrative costs. Finance Administrator Prego said that it includes administrative costs billed as direct hours. Commissioner Buchanan had recalculated the charge and concluded \$89.90 an hour for customer municipalities would be appropriate.

Commissioner Buchanan asked what the Total Weekly Difference in the report was in reference to. It shows the total weekly number of hours over or under anticipated hours per the PPU allocation.

Commissioner Merrill asked: If the hours are being tracked weekly and adjusted weekly to make the balance of patrol hours come out right, why we couldn't have the reports immediately at the end of the month as opposed to delayed by up to a month. Commissioner Buchanan said that the formal reports take time to prepare and that, when the meeting is within the first few days of first of the month, due to timing, work schedule, etc. time is required to create the reports.

Chief Boddington reported the following highlights for February include:

- Shrewsbury Elementary had the person with a rifle incident. The offender was dealt with.
- Southern School District required more time due to the threat, or perceived threat, incidents that required investigation. Those perpetrators were identified and dealt with appropriately.
- Southern School District has requested more patrol time.
- South Eastern School District is interested in expediting an agreement for patrol time.
- Commissioner Merrill asked if there were similar discussions going on with Southern School District as there are with South Eastern. The answer is yes.
- Commissioner Sharkey asked if someone was planning to attend South Eastern's next school board meeting. Chief Boddington answer that he had just attended their most recent meeting wherein they asked for an hourly rate. That has resulted in their letter requesting our services and the agreements being discussed at this meeting.
- Commissioner Buchanan asked about timing for SEDS budget. Chief replied that the currently sought agreement was to cover to the end of this school year only, and apparently funds are available to cover the expenses.
- Solicitor Ruth said that he has put together a contract, in consultation with SEDS's Solicitor, to get us to the end of this school year for the requested patrol services. This contract proposal does not have the SRO component in it, covering only patrol and special event services. The rate of \$88.00/hour covers the near term agreement.
- Commissioner Merrill enquired regarding what buildings South Eastern is currently using for school purposes. Chief responded that all construction work is completed and that all schools are meeting in the correct buildings with no rentals. The SRO will be primarily on the main campus but will go to the other buildings as needed.
- Commissioner Buchanan mentioned that he'd discussed with the Chief regarding a second SRO-trained officer. Chief said that we need a second officer trained due to Ofc. Hanson being assigned for requested coverage at Southern.

- Commissioner Buchanan made a motion to expend funds to send that a second officer to SRO training. Commissioner Sharkey seconded that motion. Commissioner Merrill suggested that the funding required to send the officer to SRO training be charged to the school district. Solicitor Ruth said that an inquiry can be made of the District. Commissioner Buchanan said he's not amending his motion. Chairman Trout inquired regarding costs for the training. It's about \$500.00 plus travel expenses. Chairman Trout called for a vote. The majority voted Aye. Commissioner Merrill voted opposed. The motion carries.

COMMITTEE REPORTS

Chairman Trout announced the Committee assignments. The list of committee assignments is attached and made a part of these minutes. Commissioner Merrill inquired whether Alternate Commissioner Blum was assigned to the Personnel committee. Chairman Trout replied no and the reason is that he's not here and had not submitted his name to the Chairman for that assignment.

INSURANCE & PENSION

- No report.

PERSONNEL

- No report. Commissioner Sharkey said that there is a personnel item that has to be discussed in executive session.

FACILITIES & EQUIPMENT

- Commissioner Burkins reported that we're in search and fact-finding for another location for the police station. It's a work in process.

CONTRACT NEGOTIATION COMMITTEE

- Chairman Trout reported that this committee has not yet met.

SOLICITOR'S REPORT

- Solicitor Ruth submitted and discussed a rough draft of the MOU and contract with the South Eastern School District. Additional specific dates must be provided. Agreements with the school districts surrounding municipalities are also being distributed to the Solicitors for those municipalities.
- With approval at this meeting, the agreements can be executed in a timely manner to meet South Eastern School Districts objectives.
- Commissioner Merrill took issue with the \$88.00 per hour. He said that there had been previous discussion by a funding formula committee regarding charges for a case like this and that it should be approximately \$109.00 per hour.
- Commissioner Herzberger pointed out that if the calculations were made against the current financial performance of the Department that it comes out to \$88.00 an hour with the member municipalities covering the administrative costs. If the total budget were considered and divided by the number of available hours the hourly number comes out higher.
- There was considerable detailed discussion regarding the math used to arrive at the charges.
- Commissioner Herzberger asked Chief Boddington if he has the manpower to provide the services that SESD is asking for. The answer is yes. If we didn't do this, would we have extra manpower. Answer is no. For the patrol services they're currently asking for, the eastern zone

car can handle. Special event coverage will be assigned appropriate. When the SRO program is entered into, it will require a dedicated officer and additional headcount.

- Commissioner Burkins made a motion that we agree to the request for service by SESD for patrol and special event hours. Commissioner Stewart seconded the motion. Commissioner Herzberger asked about the “drive-through” ordinances required by the municipalities surrounding SESD. Solicitor Ruth said that the draft ordinances were already completed, that he has contact with their solicitors, and there should be no hold-up due to this formality. Commissioner Merrill indicated a desire to continue a discussion regarding charging a greater amount. There seemed to be no interest from the rest of the Commission in that discussion. A vote was requested by the Chairman: All in favor signify by saying Yes. The majority voted Yes. All opposed signify by saying No. Commissioner Merrill voted No. The motion carries.
- Solicitor Ruth stated that he’d dealt with one request for information. He thanked those members who attended the Municipal 101 training offered by Stock and Leader.

EXECUTIVE SESSION

- Chairman Trout requested a motion to allow the alternate members to attend the Executive Session. Commissioner Merrill made the motion, seconded by Commissioner Herzberger. There was an Aye vote to confirm the alternate members attending the executive session. The Commission members and alternates moved their executive session to another conference room.
- The executive session began at 20:05 and ended at 20:40. A personnel matter had been discussed.

OLD BUSINESS

- Commissioner Buchanan discussed the letter mentioned above from New Freedom Borough regarding the time restriction stated for contract negotiations.

NEW BUSINESS

- Commissioner Merrill referred to the letter from New Freedom Borough regarding taking up discussions regarding mergers. He referred to Glen Rock’s letter regarding wanting to market SRPD to the surrounding municipalities. He mentioned the discussions that the York area Chiefs had regarding a potential merger. Commissioner Buchanan stated that he had no intent of bring the merger subject up for discussion at Shrewsbury Council as it’s not in the best interests of the citizens of Shrewsbury.
- Commissioner Herzberger observed that the New Freedom letter requirement to engage in a merger would have to be completed by 30 April 2019 is unacceptable.
- Commissioner Merrill continued the discussion asking why, during previous discussions, there had been an agreement to discuss merger and now it’s not a good idea. Commissioner Herzberger pointed out that it had been discussed and that Stewartstown Borough Council felt that it wasn’t in their best interest.
- Sgt. Teague said that no one has asked the police officers for their involvement or input with any of the decisions and discussions. Commissioner Merrill said that he wants the officers’ involvement. A discussion continued. Several officers and the Chief participated in the discussion. Rollin Apgar from Glen Rock said that we need to give the PPU system a chance to work. We should also seek additional municipalities to avail themselves of our services. We can seek mergers if that doesn’t work.
- Chief Boddington addressed the previous meeting with other Chiefs in the County interested in considering a merger or consolidation of departments in some form. He said that the police officers and Chiefs could figure it out. The concern is that the political leaders are interested in

their power over the situation and are unlikely to arrive at a successful outcome. The New Freedom Council meetings have been attended by over 200 people who, as a group, spoke favorably regarding the services SRPD is providing and want SRPD to remain as their police department.

- Commissioner Sharkey said that he'd attended the meeting with Chief Bentzel, Northern Regional PD, and that the information had been taken back to Shrewsbury Borough's council. Shrewsbury Council subsequently issued a letter supporting a five (5) year commitment to SRPD, and asked that no member municipalities pursue mergers on their own.
- Chief recommend allowing the PPU system to work and have the officers, bargaining unit leaders, and Chiefs be permitted to pursue appropriate merger or consolidation discussions in concert with the other county Chiefs and departments.
- Commissioner Merrill referred to previous discussions regarding rates to charge other municipalities. A discussion ensued.
- Chairman Trout tasked the Finance Committee to recalculate the actual costs for selling services.

ADJOURNMENT: A motion was made by Commissioner Herzberger, seconded by Commissioner Buchanan, to adjourn. The motion passed with an Aye vote of those who voted and the Chairman announced that we are adjourned.

02/28/2018

Michael Edward Bishop
Patrolman
Southern Regional Police Department
47 East High St, New Freedom PA, 17349

Chief Boddington,

I would like to inform you that I am resigning from my position as a police officer for the Southern Regional Police Department, effective 02/28/2018 0600 hours.

Thank you very much for the opportunities for professional and personal development that you and the other officers of this agency have provided me during the last two years. I have enjoyed working for the agency and appreciate the support provided to me during my transition to Fairview Township Police Department.

Once again thank you for allowing me to work for the great police department.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Bishop". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Michael Bishop

February 13, 2018

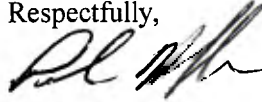
President John Trout
Southern Police Commission
47 E High St.
New Freedom, Pa 17349

Re: Southern Regional Police Department
Contract Negotiations for 2019.

Dear President Trout/Southern Police Commission,

Please be advised that on behalf of the Southern Regional Police Officers Association, the bargaining representative for the Southern Regional Police Department, we wish to notify you of our intention to commence collective bargaining pursuant to Act 111 of 1968, for the contract period beginning January of 2019. The bargaining committee will be made up of three police officers. Please contact Officer Paul Heffner to schedule a meeting.

Respectfully,

A handwritten signature in black ink, appearing to read 'Paul Heffner', with a stylized flourish at the end.

Paul Heffner, President
Southern Regional Police Officers Association

NEW FREEDOM BOROUGH

49 E HIGH ST
NEW FREEDOM PA 17349
(717)235-2337

February 15, 2018

Southern Regional Police Commission
47 East High Street
New Freedom, PA 17349

RE: New Freedom Borough Council Action

Dear Commission Members:

At the regularly scheduled Council meeting held on February 12, 2018. Council passed the following motion:

A motion by B. Merrill, seconded by L. O'Brien to send a letter to Southern Regional Police Commission offering two ways to resolve New Freedoms concerns regarding finances and personnel.

The first way would be to have Southern Regional Police Commission member communities affirm support for a merger with another regional police department. Under this option all parties should be represented (including proposed member communities, affected police unions, police chiefs, existing commission presidents, and appropriate legal counsel) during merger talks. Such talks would need to result in a completed merger contract by 30 April 2019.

The second way would be to grow the Southern Regional Police Department such that it increases the member base. To pursue this path the Southern Regional Police Commission should stand up a Customer Relations Committee composed of citizens, police department leadership, police union leadership, and commission members. This committee shall attempt to learn why communities left and to propose and execute a plan to grow new customers for Southern Regional Police Department. This committee must provide a progress report every two months. This option should not be seen as an open-ended effort. The success of this committee will be judged by the results achieved by the end of 2019. Additionally, a new one-year police union contract with four one-year options needs to be in place by 14 May 2018.

Truly,

T.L. Crawford
Borough Administrator

Copy: Glen Rock Borough
Stewartstown Borough
Shrewsbury Borough



BOROUGH OF GLEN ROCK

P.O. Box 116
Glen Rock, PA 17327

(717) 235-3206

Fax (717) 235-0798

February 26, 2018

Southern Regional Police Commission
47 East High Street
New Freedom, PA 17349

Subject: Future of SRPD

Commission Members,

Glen Rock Council discussed the latest New Freedom letter, dated February 15th, at our council meeting on February 21st. Glen Rock Council also discussed remarks made at the most recent New Freedom Council Meeting. We wanted to pass on the three conclusions reached through our lengthy discussion.

1. Glen Rock Council is agreeable to a three-year commitment and an update to the Inter-Governmental Agreement as long as SRPD remains a viable police force through this tumultuous time.
2. Glen Rock Council strongly recommends the Southern Regional Police Commission conduct an aggressive campaign to solicit surrounding municipalities to utilize SRPD. The new PPU system should make this much more palatable than the old road miles formula. The growth of SRPD would benefit everyone and therefore should be a focus point for the Commission in the near term.
3. Glen Rock Council would like to make clear that using inaccurate information regarding Glen Rock's intentions as a reason for New Freedom leaving SRPD is misleading and a disservice to the residents of New Freedom. Glen Rock Council wishes the New Freedom Borough good luck in finding police services that suit their needs, but is hopeful they will decide to remain part of SRPD.

Glen Rock Council stands ready to work with each member municipality to secure the future of SRPD for the benefit of all communities.

Sincerely,
Glen Rock Borough Council

Cc: Shrewsbury Borough
Stewartstown Borough
New Freedom Borough



Southern Regional Police Department

YORK COUNTY PENNSYLVANIA

47 E. High St.

New Freedom, PA 17349

(717) 235-3944

Fax (717) 235-1609



James S. Boddington
Chief of Police

Darryl L. Smuck II
Sergeant

November 17, 2017

Springfield Township Supervisors
9211 Susquehanna Trail South
Seven Valleys, PA 17360

The Southern Regional Police Department is comprised of four member municipalities. The Boroughs of Shrewsbury, New Freedom, Stewartstown, and Glen Rock. We contract police services to Winterstown Borough, Railroad Borough, and the Southern School District. As a regional department, we have realized the benefits of consolidating resources to provide professional police services at reduced costs to the municipalities.

We are currently exploring the possibility of merging with another regional department to help maintain quality police services at affordable costs. Such a merger would increase our manpower and resources. This would give us the ability to offer our services to other municipalities in the area. A municipality could join as a full time member, with board representation, or purchase blocks of time as they determine a need.

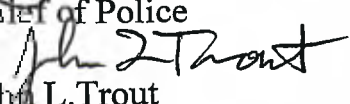
Some advantages of regional police are; visible patrol presence, quick response time, community policing programs, special event coverage, as well as speed and ordinance enforcement.

If you would be interested in learning more about what we have to offer, please contact me and I will forward your response to my commission and arrange a meeting. Thank you.

Sincerely,


James S. Boddington

Chief of Police


John L. Trout

Chairman



James S. Boddington
Chief of Police

Southern Regional Police Department

YORK COUNTY PENNSYLVANIA

47 E. High St.
New Freedom, PA 17349
(717) 235-3944
Fax (717) 235-1609



Darryl L. Smuck
Sergeant

November 17, 2017

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If you would be interested in learning more about what we have to offer, please contact me and I will forward your response to my commission and arrange a meeting. Thank you.

Sincerely,

James S. Boddington
Chief of Police

John L. Trout
Chairman

**SOUTHERN REGIONAL POLICE COMMISSION
2018 COMMITTEES**

PERSONNEL

1. Mike Sharkey
2. Robert Herzberger
3. John Trout

FINANCE/BUDGET

1. Buck Buchanan
2. Robert Herzberger
3. Bruce Merrill
4. Andy Stewart

INSURANCE/PENSION

1. Buck Buchanan
2. Larry O'Brien
3. John-Paul Whitmore

FACILITY/MAINT

1. Roy Burkins
2. Nick Wagner
3. John-Paul Whitmore
4. Nate Kirschman

CONTRACT COMMITTEE

1. Mike Sharkey
2. Roy Burkins
3. Nick Wagner
4. John Trout