

**Southern Police Commission**  
**Monthly Meeting**  
**August 1, 2018**

A public meeting of the Southern Police Commission was held on Wednesday, August 1, 2018. The meeting convened at the New Freedom Borough Council Chambers, 49 East High Street, New Freedom, PA 17349.

**Commission Members Present:** Roy Burkins, Rob Herzberger, Bruce Merrill, Mike Sharkey, John Trout, Nick Wagner (Seated Alternate) John-Paul Whitmore (Seated Alternate)

**Solicitor:** Peter Ruth

**Police Department Staff:** Chief James Boddington, Financial Administrator Gail Prego, Administrator Diana DeMoss

**Members Absent:** Buck Buchanan, Larry O'Brien, Andrew Stewart

PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Trout at 19:02 with the pledge of allegiance to the flag and a moment of silence for fallen first responders, police officers, firefighters, and EMT's who lost their lives in the line of duty.

CHAIRMAN'S ANNOUNCEMENTS

- Chairman Trout sent a letter to the four Boroughs regarding the Intergovernmental Agreement Committee assignments. They all should have received it. It was also sent via email. The Solicitor emphasized that the revisions to the Intergovernmental agreement wouldn't become effective until approval of all member Borough Councils. Responses are expected by the September meeting.
- There will be an Executive Session tonight.

PUBLIC COMMENTS

- Chairman Trout observed that attendance by members of the public has become smaller, but it's good to see those who have attended tonight.
- Fred Arbogast from Shrewsbury was prepared with a question that had already been answered in remarks earlier. He did ask about Glen Rock's potential 5 year commitment to the department. Chairman Trout answered that he'd not yet seen anything official but that he'd attended the Borough Council meeting where they rescinded their letter to withdraw and voted to remain with the Department and changing from 3 years to 5 years. Everybody's on board for 5 years.

REVIEW & APPROVAL OF JULY 2018 MEETING MINUTES

- Recording Secretary Kirschman mentioned that he was aware of one typo on Page 4 that has been corrected.
- Commissioner Sharkey said that on page 4 under old business he stated that he wanted 4 points to be noted in the minutes regarding the proposed changes to the Intergovernmental Agreement. He wishes comments regarding a more difficult withdrawal path to be included in the updated IGA. He's agreed to provide a written update to the recording secretary of the desired changes.
- There was also a question submitted by Commissioner Buchanan about a motion that was made after the Executive Session regarding no name being associated with denying the Step 2 grievance. Chairman Trout restated that because it's a personnel issue the name should not be associated with it in the public recordings and documents.
- A motion was made by Commissioner Whitmore, seconded by Commissioner Burkins, that the minutes be accepted with the above mentioned changes. A voice vote was taken and all voted Aye.

## REVIEW & APPROVAL OF JULY 2018 EXPENDITURES

- Expenses for June 2018 were presented by Finance Administrator Prego leading the discussion.
- Revenues through June remain ahead of forecast due to Southern School District's increased requests for service.
- Wage expense is now fairly close to target plan but remain low due to personnel shortages. Overtime costs are offset by the regular wages that the officers we're replacing would have received. Chief Boddington has been covering shifts, as well as performing leadership duties, which further mitigate the overtime costs. As the new officers come on board, we will go over budget due to their salaries not having been in the budget. SRO income will cover much of that additional expense.
- Personnel expenses have been off due to insurance costs that we've budgeted that haven't occurred and workman's comp plan costs. As new officers come on board these expenses are projected to increase.
- Vehicle maintenance expenses continue to be affected by the older vehicles. Brakes on at least one of the newer vehicles are not holding up as well as expected and heavy duty rotors replace the stock rotors.
- Professional liability insurance was noted.
- Camera repair and replacement expenses are up slightly and show under occupancy expenses.
- We are ahead of budget.
- There was a discussion about the brake expenses with the Chief.
- Commissioner Herzberger questioned the expense, on page 3 check number 10862, of the expense detail. He asked if it was for training the SRO's. Yes, it was for Det. Blaise to attend SRO training.

A motion was made by Commissioner Herzberger to approve expenses for June check detail including several ACH's and check numbers 10845 through 10874 for \$183,204.08. The motion was seconded by Commissioner Sharkey. The motion passed with an Aye vote.

Chairman Trout mentioned that we've received the actuarial evaluation report for the pension. PMRS does this every 2 year and it takes a year and a half to get. Chairman Trout will review the report. The results may affect the next year's budget, and information will be passed to the finance committee for their review.

## CHIEF'S REPORT

- Chief Boddington explained the reports through June 30 that had been provided to the Commissioners. It is affected by the shortage of 3 officers, which affects overtime charges.
- The end of June is the end of the 1 year trial period for the PPU's. Sgt. Smuck and the Chief are working on the assessment of what the PPU distribution will be. The evaluation will be completed by the next Commissioner's meeting.
- Commissioner Merrill asked the Chief why the numbers showing on the UCR report and the time reports are different. The Chief explained that everything showing on the time reports is on the UCR report but not everything in the UCR report is on the time report. A detailed discussion ensued. Commissioner Merrill requested some kind of explanation as to why the numbers don't match up as an email to the Commissioners. The Chief explained that it will not always match up. There are 3 different methods of reporting: UCR's, Incidents, and Blotter which are used for different things. The Incidents are used to determine the effect on PPU's.

Chief Boddington reported the following events:

- Enforcement:
  - Saturday night, the 28<sup>th</sup>, Shrewsbury Borough had a loud party on Shetland Drive. Officers arrived to find a home with at least 70 young people outside partying. There was no one over 21 present and there were alcoholic beverages and drugs involved. State Police responded with

- 2 troopers in one car to assist. We're up to 14 arrests and the number is climbing. Parents were notified, etc. This was a 4-hour incident. No one was injured.
  - Commissioner Whitmore asked the Chief how a large incident like this would be handled if it were larger or control wasn't achieved quickly. Would he call in off-duty officers? Chief Boddington replied that mutual aid would be called, from York City and other agencies if necessary.
- Update on hiring situation: At the last meeting, we had Vicki Walton here to whom an offer had been extended. She has since chosen to take a full-time position with West York Borough, where she had been working part-time. We have two other candidates, Ben Grove and Bob Swartz, who are in the process of completing the prerequisites. Both are experienced officers and should be on the road fairly quickly. We are reviewing more applications for the remaining position.
- New car: We've had a delay due to the political events to start the car purchase. It's difficult to find a police-qualified car at this time of year. A 2018 Charger has been found that fits our needs and the purchase and preparation for up-fitting is in progress.
- Vehicles: The old 1985 ambulance is getting older, dry-rot setting in, etc. Chief Boddington recommends getting rid of it. The choices are to advertise for bids or scrap it. Commissioner Merrill inquired as to a requirement for the Department to have an ambulance. Chief reviewed that the ambulance had been donated by Glen Rock EMS and that it's been used for command posts, freight and weapons transportation, carnivals, etc. and that many systems are wearing out and failing on the vehicle. An alternate vehicle that would meet the needs served by this old ambulance could be a single-axle trailer that would serve the same purposes and could be towed by the SUV's that we use for patrol. A motion was made by Commissioner Burkins, seconded by Commissioner Herzberger, to start the process of selling the ambulance. There was an Aye vote.
- There was a discussion about a motion to purchase the new vehicle. Solicitor Ruth pointed out that the purchase was in the budget and that no further direction to the Chief was required.

## COMMITTEE REPORTS

### **INSURANCE & PENSION**

- No report.

### **PERSONNEL**

- Commissioner Sharkey noted that there were actions from the Executive Session last month.
- The Chief has already reported on the candidate situation.

### **FACILITIES & EQUIPMENT**

- Commissioner Burkins recommended not locking in on a five year commitment with the lease at this time.
- Commissioner Sharkey commented that there are other municipalities who may have facilities available and that those alternatives remain under consideration. The five year commitment would negate those opportunities.
- Solicitor Ruth had electronically shared an edited version of the lease agreement for consideration and recommended that the Committee members review that document.
- There was a discussion regarding timing of a choice of location, move, etc. The Chief opined that the pending IGA may affect decisions to move. There was a discussion about a current lease but it was determined that the previously proposed lease was never executed.

### **FINANCE & BUDGET**

- No Report.

## **CONTRACT NEGOTIATIONS COMMITTEE**

- This report will be saved for the Executive Session.

## SOLICITOR'S REPORT

- Solicitor Ruth reported that letters had been sent to the four municipalities regarding the IGA.
- He also responded to 2 Right to Know requests, and said thanks Commissioner Sharkey and the Chief for their assistance with those responses.
- The Lease proposal was revised for review.
- He sent a template for a Fireworks Ordinance as discussed at the last meeting to the Chief. Chief Boddington suggested, considering that many of the complaints come from the adjoining Townships, that all of the municipalities adopt the same ordinance wording. Solicitor Ruth suggested passing the ordinance template on to the Borough Councils for their consideration.
- Due to Commissioner/Secretary-Treasurer Buchanan's absence for two meetings we are still awaiting the official signing of the agreement with Delta Borough and Hopewell Township concerning the Intergovernmental Cooperation Agreement that allows our officers to operate in those municipalities through the SRO contracts. Solicitor Ruth recommended that we appoint a "Vice-Secretary" for the sole purpose of signing the requisite documents, as the Vice-Secretary. A motion was made by Commissioner Herzberger, seconded by Commissioner Burkins, to appoint Commissioner Sharkey as Vice-Secretary. This motion passed by an Aye vote.

## EXECUTIVE SESSION

- There were no alternates present other than those seated on the Commission so the requirement for alternate attendance motion was waived.
- The executive session began at 19:52 and ended at 20:48. Personnel and contract matters were discussed. No immediate action is required of the Commission as a result of this executive session.

## OLD BUSINESS

- The letters have been sent out to the member municipalities regarding the IGA revisions
- Commissioner Merrill asked a question regarding presentations to the contract municipalities regarding the impact of PPU's on their costs and agreements. Chairman Trout was not able to work on this. He will have something prepared to discuss for next time.

## NEW BUSINESS

- Recording Secretary Kirschman, member of the Facilities and Equipment Committee, had put together a packet of information for the Commissioners regarding FirstNet. This is the first implementation of the National Public Safety Broadband Network that the Federal Government has spent millions of dollars to develop. AT&T Wireless has won both the Federal and Pennsylvania awards for providing this service. They are implementing the service on their current cellular infrastructure with a 5 year build-out to implement the service using the 700 MHz Band 14 broadband allocation as authorized and funded by the US Congress. The highlights of the offering include priority and preemption for access to wireless broadband and telephony services for authorized First Responders as well as favorable pricing to the Department and individual authorized officers for cellular telephone and data services. When the Band 14 build-out is completed and services are available, equipment can be exchanged to enable our use of that dedicated radio spectrum. The Department will have a management portal on the AT&T network that allows our administrator to authorize specific cellular devices to access the FirstNet capability.
- Our current cell phone billing is approximately \$430.00/month. Under FirstNet, our total price will be approximately \$320.00 per month. Detailed pricing was provided in the handout. We will upgrade the 2

patrol phones to iPhones after FirstNet is arranged for our department to take advantage of the favorable pricing. The officers will also be able to participate with their personal cellular telephones, as well as “leasing” iPhone 7’s at very favorable pricing.

- There were several questions and answers. We will proceed with the order for FirstNet services.

**PRESENTATION:**

There was the presentation of a check from the Commander Zack Bamberger of the VFW Post in New Freedom for \$1600.00 to be used for the purchase of ballistic vests.

**ADJOURNMENT:** A motion to adjourn was made by Commissioner Wagner, seconded by Commissioner Whitmore. Consent was reached with an Aye vote and the Chairman declared the meeting adjourned. Next meeting will be the first Wednesday in September.