



**WEST SHORE REGIONAL POLICE DEPARTMENT  
COMMISSION  
MONTHLY BUSINESS MEETING  
October 7, 2015**

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**PRESENT:**

David G. Beasley	-	Borough of Lemoyne	-	Vice Chairman
George O. Preble	-	Borough of Wormleysburg	-	Treasurer
Larissa York	-	Borough of Lemoyne	-	Secretary
Walt Panko	-	Borough of Wormleysburg	-	Member at Large
Michael L. Hope	-		-	Chief of Police
Pamela Quick	-		-	Recording Secretary
David W. Deluce, Esq.	-		-	Solicitor

**ABSENT:**

Thomas L. Martini	-	Borough of Wormleysburg	-	Chairman
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**CALL TO ORDER:**

The Monthly Business Meeting of the West Shore Regional Police Department Commission was held at 510 Herman Ave, Lemoyne, PA and called to order at 5:00 p.m. by Vice Chairman Beasley with Commissioner Panko leading the Pledge of Allegiance.

## **APPROVAL OF MINUTES:**

### **Motion:**

Commissioner Panko made a motion to approve the Minutes of the September 2, 2015 Monthly Business Meeting that were previously distributed, seconded by Commissioner Preble. The motion passed unanimously.

## **CITIZENS/VISITORS:**

Detective Friel and Lt. Taylor were present.

## **CHAIRMAN'S ANNOUNCEMENTS:**

There were no announcements by the Chairman due to absence.

## **TREASURER'S REPORT:**

Commissioner Preble reported balances of \$48,138.25 in the Metro checking account \$233,016.22 in the Member's 1<sup>st</sup> checking account, \$0.00 in the Integrity Money Market Account, \$278,954.04 in the Member's 1<sup>st</sup> Money Market Account, \$0.00 in the Metro donation checking account, and \$6885.79 in the Member's 1<sup>st</sup> checking donation account as of September 30, 2015.

### **Motion:**

Commissioner Preble made a motion to approve September 2015 Treasurer's Report and to submit it for audit, seconded by Commissioner York. The motion passed unanimously.

**APPROVAL OF BILLS:**

<u>Description</u>	<u>Fund</u>	<u>Amount</u>
20625/21000-21025 Draft Numbers	General Fund (Accounts Payable)	\$354,657.03
13 Payroll Transactions	General Fund (09/11/2015)	\$36,735.48
13 Payroll Transactions	General Fund (09/25/2015)	\$39,796.71
4 Transactions	MERP	\$643.77
1 Transaction	PLGIT	\$35.00

**Motion:**

Commissioner Preble made a motion to approve the August 2015 Bills and Payroll Transactions totaling \$ 431,189.22 seconded by Commissioner York. The motion passed unanimously.

**ITEMS TO DISCUSS:**

No items to discuss.

**CHIEF HOPE'S REPORT:**

Chief Hope submitted the following reports to the Commission:

September 2015 Calls for Service

September 2015 Traffic, Criminal, and Ordinance Arrest

September 2015 Statement of Revenues and Expenditures Compared to Budget Report

The Chief reported that all the officers have been trained on Narcan and the Department has received the Narcan kits and will begin carrying them on patrol. He also reported that all the officers and Personnel have completed First Aid and CPR training and have been certified.

## **OLD BUSINESS:**

No old business.

## **NEW BUSINESS:**

2016 Preliminary Budget Review

Liquidating the 472 shares of Principal Financial Group Stock the Department holds in order to purchase needed equipment for the Department (Taser replacements, Body Cameras, Computer(s) and Computer Network Equipment)

### **Motion:**

Commissioner Preble made a motion to liquidate all shares of the Principal Financial Stock, seconded by Commissioner Panko.

During the discussion on the motion Commissioner Preble believed that the motion should clarify where the funds from the liquidation should be placed and where/how they should be spent. The Solicitor agreed. Commissioner Preble then amended his initial motion and Commissioner Panko agreed to the amended motion and again seconded it.

### **Amended Motion:**

Commissioner Preble motioned to liquidate all 472 shares of the Principal Financial Group Stock and permitting the Chief to complete all necessary forms, documents and/or Resolutions with necessary signature(s) needed to complete the transaction(s) and the proceeds received to be added to the General Fund for the purchase of the Tasers, Body Cameras, Computer(s) and Computer Network data backup solution and Equipment needed by the Department, seconded by Commissioner Panko. The motion passed unanimously.

The Chief then reported to the Commission that there were some purchases that he would like to make with the 2015 budget. He presented his proposal that included the above items as well as paying the renewal fee for the PD evidence system and a CID vehicle upgrade to the undercover car. The Commission had no issues with these purchases/expenditures as the money was or will be in the budget for such.

### **EXECUTIVE MEETING:**

The Executive Session started at 5:15 pm and was held to discuss Personnel and pending Litigation issues

### **PUBLIC MEETING RECONVENED:**

The public meeting was reconvened at 5:38p.m.

The Chief presented to the Commission several different budget proposals for consideration to adopt.

The Chief also requested permission to create the rank of Detective in the Department's rank structure. The Chief received permission to post the Detective rank Job Description and the application process. The Commission and Solicitor suggested having the Special Counsel / Labor Attorney review the information and proceed with the posting if they had no concerns.

### **Motion:**

Commissioner York made a motion to adopt the proposed 2016 Budget in the amount of \$2,064,809 with notice that the Department will carry-over and/or use a portion of its reserve funds totaling \$158,000 to assist in lowering the Boroughs contributions and to send the budget to the Boroughs of Lemoyne and Wormleysburg for amendment or approval, seconded by Commissioner Preble. The motion passed unanimously.

### **NEXT COMMISSION MEETING:**

The next Monthly Business Meeting for the West Shore Regional Police Department Commission will be held on Wednesday, November 4, 2015 at 5:00 p.m. at 510 Herman Avenue, Lemoyne, PA.

**ADJOURNMENT:**

Commissioner Beasley adjourned the meeting at 6:26 p.m.

Respectfully submitted,

A handwritten signature in purple ink that reads "Pamela S. Quick". The signature is written in a cursive style with a large initial "P".

Pamela Quick  
Recording Secretary