

Northern Lancaster County Regional Police Commission
MEETING MINUTES
January 9, 2014
7:00 PM

The Northern Lancaster County Regional Police Commission met on a regularly scheduled meeting date of January 9, 2014, at the Clay Township Municipal Office, 870 Durlach Road, Stevens, Pennsylvania, at a time and place duly established to hold such a meeting, and advertised and posted in accordance with the Sunshine Law.

Commission members present were David Kramer, Keith Martin, Ronald Krause, Anthony Chivinski and Timothy Lausch. Travis Rohrer was absent.

Others present: Bruce Leisey, Clay Township Manager, David Kratzer, Penn Township Manager, David Steffen, NLCRPD Chief, and Rebecca Borne, Administrative Assistant of the NLCRPD and Mr. Lou Katz Clay Township resident.

David Kramer called the meeting to order at 7:00pm.

Business Items

1. Reorganization of the Board of Commission

Anthony Chivinski made a motion, seconded by Timothy Lausch to approve the reorganization of the Board of Commission; all seats will remain the same for 2014. * The motion was unanimously approved.

2. Approval of Minutes

Keith Martin made a motion, seconded by Ronald Krause to approve the minutes from the December 12, 2013 meeting as printed in the agenda. * The motion was unanimously approved.

3. Approval to Pay Bills

Ronald Krause made a motion, seconded by Timothy Lausch to approve payment of Invoices identified in the January 9, 2014 agenda, in the amount of \$66,116.86. *The motion was unanimously approved.

4. Chiefs Report

Chief Steffen reviewed his December report with the Commission. Municipal distribution was in line this month with Warwick Township at 45%, Penn Township at 43% and Clay Township at 12%.

A complete copy of the Chiefs report can be viewed at www.nlcrpd.org.

5. Officer Burdis – Discussion of Promotion to Sergeant

Anthony Chivinski made a motion, seconded by Ronald Krause to approve the promotion of Officer Burdis to rank of Sergeant effective on February 13, 2014. *The motion was unanimously approved.

6. Personnel Handbook Revision for Non-Uniform Part-time Employment

The Commission discussed the revision of the Non-uniform Part-time Employment hours of work to reflect a maximum of 28 hours; this change was implemented in August, 2013. *The motion was unanimously approved.

7. Approval of the Building Sign

A color proof of a sign for the building was presented to the Commission; sign will include Clay Township Office and NLCRPD office information. Timothy Lausch made a motion, seconded by Keith Martin to approve the building sign as presented. *The motion was unanimously approved.

Other Business

A letter received by the NLCRPD from Mr. & Mrs. Robert Rowe of Lebanon, PA was presented to the Commission along with a response letter sent to the Rowe's from Chief Steffen on December 31, 2013. No further action was taken, the matter is civil in nature.

Adjournment

Ronald Krause made a motion, seconded by Timothy Lausch to adjourn the meeting at 7:33pm. *The motion was unanimously approved.

Northern Lancaster County Regional Police
Commission

Keith Martin, Secretary