

Northern Lancaster County Regional Police Commission  
MEETING MINUTES  
March 13, 2013  
7:00 PM

The Northern Lancaster County Regional Police Commission met on a regularly scheduled meeting date of March 13, 2013, 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, Travis Rohrer, Keith Martin, Ronald Krause Anthony Chivinski and Timothy Lausch.

Others present: Daniel Zimmerman, Warwick Township Manager, David Kratzer, Penn Township Manager, Bruce Leisey, Clay Township Manager, David Steffen, NLCRPD Chief, Lieutenant George Pappas and Rebecca Borne, Administrative Assistant of the NLCRPD. Officer Franklin Abreu and Sergeant David Burdis of the NLCRPD and their families. MDJ Edward Tobin and Mr. Donald Erb, Warwick Township Resident. Mr. Lou Katz and Mr. Herb Noack, Clay Township residents. Also present was Mr. Daniel Ensinger of Weinhold, Nickel & Co., LLP for a presentation to the Commission.

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

Chief Steffen announced the promotion of David Burdis to rank of Sergeant and Commissioner Kramer performed the swearing-in of Officer Franklin Abreu.

**GUEST RECOGNITION:**

Mr. Donald Erb requested clarification of his Right-to-Know Request that was completed by the Agency in February, 2014. All questions were satisfied.

**Business Items**

1. 2013 Audit/Financial Statement Presentation – Weinhold, Nickel & Co., LLP

Mr. Daniel Ensinger presented the Commission with the 2013 NLCRPD Audit and Financial Statements. Mr. Ensinger highlighted portions of the report for the Commission; the report was again favorable for the Agency in 2013.

2. Approval of Minutes

Timothy Lausch made a motion, seconded by Ronald Krause to approve the minutes from the January 9, 2014 meeting as printed in the agenda. \* The motion was unanimously approved.

3. Approval to Pay Bills

Travis Rohrer made a motion, seconded by Ronald Krause to approve payment of Invoices identified in the February 13,2014 agenda, in the amount of \$56,830.34 and the Invoices

identified in the March 13, 2014 agenda, in the amount of \$24,412.30. \*The motion was unanimously approved.

#### 4. Chiefs Report

Chief Steffen reviewed his January and February report with the Commission. Municipal distributions were in line with the purchased amounts in both months.

A complete copy of the Chiefs report can be viewed at [www.nlcrpd.org](http://www.nlcrpd.org).

#### 5. Police Services Agreement between Penn Twp., NLCRPD and the Manheim Auto Auction

Anthony Chivinski made a motion, seconded by Timothy Lausch to approve the Agreement as contracted. \* The motion was unanimously approved.

#### 6. Discussion of Elements of the Application Process

The Commission discussed the draft outline for future municipalities who contact the NLCRPD to inquire about becoming a member. No action was taken, items is under review.

#### 7. Review of the Board of Commission Evaluations

The Commission members, Township Managers and the Chief of Police completed evaluation reports to gage the function of the Commission. The report was received with great outcome and will continue to be an annual review. No action required.

#### **Other Business**

No other business was presented to the Commission.

#### **Adjournment**

Keith Martin made a motion, seconded by Ronald Krause to adjourn the meeting at 8:17pm. \*The motion was unanimously approved.

Northern Lancaster County Regional Police  
Commission

---

Keith Martin, Secretary