

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
14 November 2023**

PRESENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
JOHN SEESE	-BARRETT TOWNSHIP	-SECRETARY
WILLIAM WEIMER	-COOLBAUGH TOWNSHIP	-TREASURER
TRACY FOX	-COOLBAUGH TOWNSHIP	-MEMBER
BRENDON CARROL	-TOBYHANNA TOWNSHIP	-MEMBER
CRAYSON CHEUNG	-TUNKHANNOCK TOWNSHIP	-MEMBER
RANDY ALTEMOSE	-MOUNT POCONO BOROUGH	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-HARRY COLEMAN LAW

ABSENT:

DAVID CARBONE	-TOBYHANNA TOWNSHIP	-MEMBER
KURT CUMMINGS	-COOLBAUGH TOWNSHIP	-MEMBER
DON STRUCKLE	-MOUNT POCONO BOROUGH	-MEMBER

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building, and was called to order on November 14th, 2023, at 7:02 p.m. by Chairman Moyer and began with the Pledge of Allegiance.

ROLL CALL:

EXECUTIVE SESSION

An Executive Session regarding litigation was held prior to the Regular Meeting. The Executive Session started at approximately 6:30 p.m. and ended at 6:55 p.m.

APPROVE MINUTES:

Motion:

Fran DePiano made a motion to approve the 10 October 2023 minutes as presented. William Weimer seconded the motion. The motion passed unanimously.

APPROVE BILLS:

Motions:

Fran DePiano made a motion to approve the bill-pack of 10 October 2023 in the amount of \$412,309.81, seconded by William Weimer. The motion passed unanimously.

POLICE REPORT

Chief Wagner advised that October was a slower than usual month. The total calls for the month of October were 953, consisting of 878 Complaints and 75 Accidents. There was a total of 94 Criminal Arrests, 180 Traffic Arrests, 126 Traffic Warnings and 16 Ordinance Arrests.

Chief Wagner reviewed the statistics for each municipality. The department is continually working on bringing the over/under hours into the normal range.

Motion:

Fran DePiano made a motion to approve the October Police Report as presented, seconded by Crayson Chueng. The motion passed unanimously.

VEHICLE REPORT

The Chief discussed receiving the newest vehicle, Car #40. The previous Car #40 was sold on Municibid. Chief Wagner went on to explain that the department is still awaiting three new Ford vehicles that have been assigned a VIN. He is hoping for a year-end delivery.

The Chief reviewed current fleet vehicles' mileage along with the monthly and year-to-date costs. Car #1, a K9 vehicle, may need to be replaced in the future due to age and repair cost factors.

Motion:

Fran DePiano made a motion to accept the October Vehicle Report, seconded by Brendon Carrol. The motion passed unanimously.

NEW BUSINESS:

- **3rd Quarter Budget vs. Actual**

Chief Wagner reviewed the Budget vs Actual report, focusing on near or over budget line items. Overall, the department is currently operating under budget by approximately ten percent (10%).

Motion:

Fran DePiano asked if the independent auditors provide a quote each year on what they (BBD) anticipate the cost to be. The Chief advised he would report back on this issue.

Fran DePiano made a motion to approve the 3rd Quarter Budget vs Actual report. Crayson Cheung seconded the motion and the motion passed unanimously.

- **3rd Quarter Treasurer's Report**

The 3rd Quarter Treasurer's Report was presented to the Commission. The balances of the following funds were reviewed by the Chief:

- 1) General Fund - \$5,256,602.87
- 2) Prescription Fund - \$26,926.97
- 3) Capital Projects Fund - \$15,131.17
- 4) Asset Forfeiture Fund - \$413,764.28
- 5) Capital Reserve Fund \$411,156.66
- 6) Police Pension Fund - \$26,316,467.42
- 7) Non-Uniform Pension Fund – \$142,531.06

Motion:

Fran DePiano made a motion to approve the treasurer's report as presented. Brendon Carrol seconded the motion and the motion passed unanimously.

- **2024 Hiring Process**

Chief Wagner advised of a tentative hiring schedule for 2024. Advertising for the Officer position will begin in January with an application deadline of February 7, 2024. Written tests, PT tests, round one and two interviews will be in the weeks to follow. The goal is to present candidates for appointment at the Commission meeting on May 14, 2024.

- **2024 Promotional Process**

Chief Wagner advised that the opportunity to apply for promotions has closed with a total of ten officers expressing interest. Harrisburg Area Community College will be designing and procuring the test.

UPDATE:

- **Member Municipality Concerns**

Tobyhanna Township – Commission member Brendon Carrol thanked Chief Wagner for helping with the hours, advised he's doing a great job and it is very appreciated by the township.

Tunkhannock Township – Vice-Chairman DePiano thanked Chief Wagner and the officers who have attended the last few meetings, keeping the decorum in the room.

Coolbaugh Township – Treasurer William Wiemer appreciates the follow up on the concerns expressed in prior meetings. He is also thankful for the work on the hours.

Mount Pocono Borough – Commission member Randy Altemose advised that he wanted to speak with the Chief after the meeting.

Barrett Township – Secretary John Seese thanked everybody for helping with the Halloween parade, and compliments on the budget to Chief Wagner and Mary Ellen.

- **2024 Budget**

Chief Wagner advised that the 2024 budget draft has been approved as of October and sent out to the municipalities. He also advised that the budget must be passed by resolution and/or any questions submitted to the commission be answered by November 15, 2023. Chief Wagner further explained that he would be speaking with Mr. Altemose to address Mount Pocono Borough's concerns and get them resolved.

- **American Recovery Act Grant**

Chief Wagner advised that the department is in the acquisition phase of this grant process. He further explained that the patrol PC's are in, and he is planning to have them deployed by January. Additionally, the forensic laser scanner has been received and the company will be coming to headquarters on November 20, 2023 to make sure everything is in working order. Training dates will be set up as well. The forensic laser scanner will be deployed by the end of the year. LPR's (License Plate Readers) have been received and the new speed trailer will be picked up on November 15, 2023 and equipped with an LPR. All other equipment has been ordered and is either pending delivery, or on back order.

- **All Traffic Solutions LPR Trailer**

Chief Wagner advised that the old speed was sold on Municibid for \$5,100.00, all of which will be applied to the new speed trailer.

- **LSA Grant:**

Chief Wagner advised that the vehicle has been at the department and the MDT along with the watchguard and radio have all been ordered.

- **Pension**

The next Pension Meeting is scheduled for November 21, 2023.

- **Community Events and Letters of Support**

- 10/3/2023 - Officer Smelas spoke and read at Mount Pocono Church Daycare.
- 10/3/2023 - Chief Wagner, Lt. Vogt and Lt. Williams attended the Pocono Prayer breakfast at Kalahari.
- 10/4/2023 - Officer Apgar spoke at Wee Wons Daycare and Preschool.
- 10/8/2023 - Officer Swingle attended Harvest Fest.
- 10/10/2023 - Cpl. Chaffee attended the Tunkhannock Township Fire Department Open House.
- 10/12/2023 - Lt. Vogt and Cpl. Chaffee attended the Monroe County Annual Advisory meeting and dinner.
- 10/15/2023 - Officer Lutkowski attended the Barrett Township Fire Department Open House.
- 10/21/2023 - Officer Borger attended Mount Pocono's Trunk or Treat.
- 10/22/2023 - Lt. Vogt, Officer Michaels and Officer Swingle drove in the Barrett Halloween parade.
- 10/28/2023 - Officer Borger attended TEC's Trunk or Treat.
- 10/28/2023 - Officer Ksepka attended Emerald Lakes' Halloween Parade.
- 10/28/2023 - Cpl. Chaffee attended and spoke about active shooters at Pocono Farms East Annual Meeting.
- 10/29/2023 - Officer Ksepka attended Pocono Mountain West's Trunk or Treat.

Lastly, Chief Wagner read aloud an email he received thanking him, and other officers for their tireless efforts. All members of the commission also received a copy of the email.

PUBLIC PARTICIPATION

Jeanine Hoffbauer reminded the Commission of the current Pocono Mountain Regional Police Foundation Donation Drive. Letters have gone out to residents and all public encouragement to participate is appreciated. The donation drive ends in December 2023.

Janice Smith wanted to thank Cpl. Chaffee for speaking on active shooters at the Pocono Farms East Annual Meeting, stating it was very informative.

ADJOURNMENT

Motion:

Fran DePiano made a motion to adjourn the meeting, seconded by William Weimer. The motion passed unanimously. The meeting was adjourned at 7:45 p.m.

Respectfully submitted,



William Weimer
Pocono Mountain Regional Police
Commission Treasurer