

M I N U T E S  
POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REORGANIZATION MEETING  
14 JANUARY 1997

**CALL TO ORDER:**

The Reorganization Meeting of the Pocono Mountain Regional Police Commission was called to order by Chief Robert Martz with the Pledge of Allegiance to the Flag. Chief Martz gave a brief statement regarding the status of adding Coolbaugh Township and welcoming all Commission members to personally see how the department is run.

**PRESENT:**

Larry Franko - Tobyhanna Township  
Chris Cusack - Tobyhanna Township  
David Moyer - Tobyhanna Township  
Roy Gross - Mount Pocono Borough  
Mario Scavello - Mount Pocono Borough  
Paul Wieand - Tunkhannock Township  
Walter McGrath - Coolbaugh Township  
Harry Smith - Coolbaugh Township  
James Frosco - Coolbaugh Township  
Peter Quigley  
Robert Martz - Pocono Mountain Regional - Chief

**REORGANIZATION - NOMINATION OF OFFICERS  
BUSINESS**

**ITEM #1 NOMINATION OF CHAIRMAN**

Mario Scavello made a motion to nominate Larry Franko to serve as Chairman of the Pocono Mountain Regional Police Commission, seconded by Walter McGrath. Roy Gross made a motion to nominate Mario Scavello as Chairman of the Pocono Mountain Regional Police Commission, seconded by Paul Wieand. James Frosco made a motion to close the nominations for Chairman, seconded by Harry Smith. Chief Martz requested a show of hands in favor of Nominee #1 - Larry Franko for Chairman - 6 in favor, so carried. Larry Franko is Chairman.

**ITEM #2 NOMINATION OF VICE-CHAIRMAN**

Larry Franko made a motion to nominate Roy Gross to serve as Vice-Chairman of the Pocono Mountain Regional Police Commission, seconded by Harry Smith. Walter McGrath made a motion to close the nominations for Vice-Chairman, seconded by Paul Wieand. By acclamation, Roy Gross is Vice-Chairman.

**ITEM #3 NOMINATION OF TREASURER**

Larry Franko made a motion to nominate Mario Scavello to serve as Treasurer of the Pocono Mountain Regional Police Commission, seconded by James Frosco. Larry Franko made a motion that the nominations for Treasurer be closed,

seconded by Paul Wieand. By acclamation, Mario Scavello is Treasurer.

**ITEM #4 NOMINATION OF SECRETARY**

Roy Gross made a motion to nominate Chris Cusack as Secretary of the Pocono Mountain Regional Police Commission, seconded by Dave Moyer. Larry Franko made a motion that the nominations for Secretary be closed, seconded by James Frosco. By acclamation, Chris Cusack is Secretary.

**ITEM #5 APPOINTMENT OF SOLICITOR**

Mario Scavello made a motion to reappoint Peter Quigley to serve as Solicitor of the Pocono Mountain Regional Police Commission, seconded by Larry Franko, all in favor.

**APPROVE  
MINUTES:**

Mario Scavello made a motion to accept the minutes of 17 December 1996, seconded by Paul Weiland. All members voted in favor.

**APPROVE  
BILLS:**

Chief Martz stated that since the Regional Meetings are being held so early in the month now all bills will need to be prepaid. Mario Scavello made a motion to accept the Billpack of 14 January 1997 in the amount of \$83,944.90, seconded by Roy Gross. All members voted in favor.

**DECEMBER  
POLICE REPORT:**

Chief Martz made one correction on the monthly police report, the top of page 2 states November it should read December. He also stated that the mileage is high on some of the vehicles and we will need to purchase 2 new cars on a 2 year lease program. Roy Gross made a motion to accept the December Police Report, seconded by Paul Wieand. All members voted in favor.

**UPDATE:**

COOLBAUGH TOWNSHIP - Chief Martz stated that all is moving along smoothly. The officers Life Insurance is in the process of being transferred over but until it is transferred the Regional will reimburse Coolbaugh Township for the monthly billing. Everyone seems to be working well with and very helpful to each other. He also stated that there was an employee meeting for everyone to voice their concerns.

**NEW BUSINESS:**

SET NEW MEETING DATES & LOCATIONS-Regional meetings will be held at 7:00 p.m. on the 2nd Tuesday of each month, except for the November meeting which will be held on Thursday, 11/13 and rotating municipalities, Tobyhanna, Mount Pocono, Tunkhannock and Coolbaugh.

TUNKHANNOCK TOWNSHIP - The Pocono Mountain Regional Police Commission received a letter from the Supervisors of Tunkhannock Township dated 26 December 1996. This letter is to notify that the Tunkhannock Township Board of Supervisors in a vote have voted to withdraw from the Pocono Mountain Regional Police Commission effective 1 January 1998, however this decision will be reviewed during the 1997 year as part of the Township budgetary process.

TELEPHONE CALL IN - Mario Scavello stated this is a service that would be available to senior citizens or disabled persons that live alone in our coverage area. There is an application form that would need to be completed by the individual. This can be a temporary set up for the individual if they are only temporarily disabled. Peter Quigley will set up a release on the application since this is a Public Service. Chief Martz will check into the Liability Insurance. There will be a Public Announcement to notify the residents of this service the night of our next meeting.

SIGNATURE CARDS - Set the signers on checks to the 4 officers and the Chief. Two signatures are required on each check. All members voted in favor.

**ADJOURNMENT:**

Motion by Roy Gross to adjourn, seconded by Paul Wieand. Meeting adjourned at approximately 8:00 p.m.

**EXECUTIVE SESSION:**

The Commission went into an executive session for interviews for Police Officer.

**MINUTES**  
**POCONO MOUNTAIN REGIONAL POLICE COMMISSION**  
**REGULAR BUSINESS MEETING**  
**11 FEBRUARY 1997**

**CALL TO ORDER:**

This regular business meeting of the Pocono Mountain Regional Police Commission was held at the Tobyhanna Township Municipal Building and called to order at 7:00 p.m. by Chairman Larry Franko with the Pledge of Allegiance.

**PRESENT:**

Larry Franko – Tobyhanna Township – Chairman  
Roy Gross – Mount Pocono Borough – Vice-Chairman  
Mario Scavello – Mount Pocono Borough – Treasurer  
Chris Cusack – Tobyhanna Township – Secretary  
David Moyer – Tobyhanna Township – Member  
Paul Wieand – Tunkhannock Township – Member  
Walter McGrath – Coolbaugh Township – Member  
Harry Smith – Coolbaugh Township – Member  
James Frosco – Coolbaugh Township – Member  
Peter Quigley – Solicitor  
Henry Bockelman – Pocono Mountain Regional – Lt

**APPROVE**

**MINUTES:**

Walter McGrath made a motion to accept the minutes of 14 January 1997, seconded by Roy Gross. All members voted in favor.

**APPROVE**

**BILLS:**

Larry Franko questioned why payroll was not indicated on the bill-pack. It was stated that funds are now transferred via wire instead of check. Larry Franko requested that payroll transfers be indicated on the bill-pack for record purposes only. Mario Scavello made a motion to accept the Bill-pack of 11 February 1997 in the amount of \$87,344.59, seconded by Paul Wieand. All members voted in favor.

**JANUARY**

**POLICE REPORT:**

Walter McGrath stated that he has received a lot of positive comments on the police patrol in Coolbaugh Township from the residents. Many of the comments came from residents that were at the open meeting opposing the merger. Roy Gross made a motion to accept the January Police Report, seconded by Mario Scavello. All members voted in favor.

**UPDATE:**

**COMMUNITY POLICING – “WE CARE”** – Larry Franko read the press release that Chief Martz wrote up for the new program that is to begin 1 March 1997. This program is to provide personal security to the elderly, disabled or ill that live alone. Forms will be available at the Municipal and Borough offices. Mario Scavello complimented the Chief for getting this program together so quickly.

**VEHICLES** – Henry Bockelman stated that 2 new vehicles were purchased at the beginning of February. We currently have 9 marked cars for patrol.

**NEW EMPLOYEE** – Henry Bockelman stated that Officer Steve Mertz started employment with the Pocono Mountain Regional Police Department effective 10 February 1997.

**NEW BUSINESS:**

**FIELD REGULATION MANUAL** – Larry Franko stated that all commission members received a copy of the Field Regulation Manual that Chief Martz put together, for their review. Action is tabled until next meeting.

Walter McGrath questioned what the status is for using the vehicle fuel at Coolbaugh Township. Henry Bockelman stated that we did receive 3 keys and we should begin using that fuel within the next couple of weeks. Walter McGrath also questioned the Towing Policy. Henry Bockelman stated that in Coolbaugh Township we are using the Towing Policy that Coolbaugh Township Supervisors adopted, but if people request a specific towing company that is the company called.

Jay Rake – Mount Pocono Resident – suggested putting applications for the “We Care” Program in the local Post Offices.

**ADJOURNMENT:**

Motion by Walter McGrath to adjourn, seconded by Harry Smith. Meeting adjourned at approximately 7:45 p.m.

**MINUTES**  
**POCONO MOUNTAIN REGIONAL POLICE COMMISSION**  
**REGULAR BUSINESS MEETING**  
**11 MARCH 1997**

**CALL TO ORDER:**

This regular business meeting of the Pocono Mountain Regional Police Commission was held at the Mount Pocono Borough Building and called to order at 7:00 p.m. by Chairman Larry Franko with the Pledge of Allegiance.

**PRESENT:**

Larry Franko – Tobyhanna Township – Chairman  
Roy Gross – Mount Pocono Borough – Vice-Chairman  
Mario Scavello – Mount Pocono Borough – Treasurer  
Chris Cusack – Tobyhanna Township – Secretary  
David Moyer – Tobyhanna Township – Member  
Walter McGrath – Coolbaugh Township – Member  
Harry Smith – Coolbaugh Township – Member  
Peter Quigley – Solicitor  
Robert H. Martz – Pocono Mountain Regional – Chief

**ABSENT**

Paul Wieand – Tunkhannock Township – Member  
James Frosco – Coolbaugh Township – Member

Larry Franko stated the Agenda needs to be rearranged a little. Under New Business – #A - Presentation of Plaques we are going to move up to this point. Walter McGrath presented plaques to the old Coolbaugh Township Police Employees for their years of dedication and service to Coolbaugh Township prior to the merger.

**APPROVE**

**MINUTES:**

Harry Smith made a motion to accept the minutes of 11 February 1997, seconded by Roy Gross. All members voted in favor.

**APPROVE**

**BILLS:**

Mario Scavello made a motion to accept the Bill-pack of 11 March 1997 in the amount of \$49,294.50, seconded by Harry Smith. All members voted in favor.

**FEBRUARY**

**POLICE REPORT:**

Chief Martz wanted to go on record stating the incredible job that the officers are doing. In the month of February they issued 245 traffic citations, 122 warnings and responded to 563 complaints. This is a Police Department that's working; they deserve a lot of credit. Roy Gross made a motion to accept the February Police Report, seconded by Chris Cusack. All members voted in favor.

**UPDATE:**

**FIELD REGULATION MANUAL** – Larry Franko stated that action was tabled on the Regulation Manual last month pending review of the Commission. Discussion concerning some of the specifics followed. Changes to be made: Add Chapter – Sexual Harassment. Chapter 2 – Duties, Section A – The Chief of Police: indicate core hours the chief is available. In the paragraph above Section A – indicate “Job Descriptions” and other manuals that are appropriate. Larry Franko requested the Commission members to re-review this document if necessary and list any questions or comments and give to the Chief so that he can review and submit to the Commission at the next meeting. Mario Scavello made a motion to accept this document as presented with the changes noted today and possibly any changes in the future, seconded by Larry Franko. All members voted in favor.

**“WE CARE” PROGRAM** – The Chief stated that we currently have 4 people enrolled in this program and growing. Everything seems to be moving along smoothly.

**PENSION** – Mario Scavello informed the Commission of the questions that have not been resolved regarding Act 33. It was requested that Peter Quigley give a legal opinion of the Pension Act 33.

**NEW BUSINESS:**

**CREATIVE SAFETY PROGRAM** – Chief Martz gave a description of the Creative Safety Program which would target the children under the 5<sup>th</sup> grade. Larry Franko made a motion that we authorize the Chief to go ahead with the Creative Safety Program that he just suggested and presented to us for the fall of 1997 year for the 3<sup>rd</sup> grade class, second by Mario Scavello. All members voted if favor.

**ADJOURNMENT:**

Motion by Mario Scavello to adjourn, seconded by Roy Gross. Meeting adjourned at approximately 8:15 p.m.

**MINUTES**  
**POCONO MOUNTAIN REGIONAL POLICE COMMISSION**  
**REGULAR BUSINESS MEETING**  
**8 APRIL 1997**

**CALL TO ORDER:**

This regular business meeting of the Pocono Mountain Regional Police Commission was held at the Tunkhannock Township Municipal Building and called to order at 7:00 p.m. by Vice-Chairman Roy Gross with the Pledge of Allegiance.

**PRESENT:**

Roy Gross – Mount Pocono Borough – Vice-Chairman  
Mario Scavello – Mount Pocono Borough – Treasurer  
Chris Cusack – Tobyhanna Township – Secretary  
David Moyer – Tobyhanna Township – Member  
Paul Wieand – Tunkhannock Township – Member  
Walter McGrath – Coolbaugh Township – Member  
Harry Smith – Coolbaugh Township – Member  
James Frosco – Coolbaugh Township – Member  
Peter Quigley – Solicitor  
Robert H. Martz – Pocono Mountain Regional – Chief

**ABSENT**

Larry Franko – Tobyhanna Township – Chairman

**APPROVE  
MINUTES:**

Walter McGrath made a motion to accept the minutes of 11 March 1997, seconded by Mario Scavello. All members voted in favor except for James Frosco who was not present at that meeting.

**APPROVE  
BILLS:**

Mario Scavello made a motion to accept the Bill-pack of 8 April 1997 in the amount of \$37,955.99, seconded by James Frosco. All members voted in favor.

**MARCH  
POLICE REPORT:**

Mario Scavello made a motion to accept the March Police Report, seconded by Paul Wieand. All members voted in favor.

**UPDATE:**

**"WE CARE" PROGRAM** – The Chief stated that is really working well. We currently have 7 people enrolled in this program and growing.

**OFFICER "PHIL" – CREATIVE SAFETY PROGRAM** – This is the program that the public is solicited for advertisements for the brochure. The soliciting for the next school year brochures is complete; we will have 600 brochures. We will have the Officer PHIL program in Tobyhanna Elementary and the 2 Coolbaugh Elementary Centers, for third graders, at the end of September or beginning of October.



PENSION – Peter Quigley handed out his letter dated April 8, 1997 regarding his opinion of the Police Pension matter. Roy Gross stated that any action regarding the inclusion of the 9 old Coolbaugh officers and 1 new officer into the Pocono Mountain Regional Pension Plan will be tabled until the Commission members are able to review the legal opinion from our solicitor.

**NEW BUSINESS:**

VICTIM/WITNESS ASSISTANCE PROGRAM AWARD – The Chief stated that the National Crime Victims Rights Week, April 13 – 19, 1997, Officer Richard Luthcke was selected to receive a Certificate of Appreciation to be presented Tuesday April 15 at 10:00 a.m. for his dedication and commitment to the Victim Witness Program.

STATE REGIONAL MEETING – The next State Regional Police meeting is going to be held in Shippensburg on Thursday, May 8, 1997.

WORK SESSION – OPEN HOUSE – Roy Gross stated that there would be an Open House at our Police Headquarters on April 17<sup>th</sup> at 7:00 p.m. Anyone wishing to attend this Open House can contact the Chief to confirm.

QUARTERLY FINANCIAL REPORT – Mario Scavello suggested that this be put on the agenda for the next meeting so that the Commission members can review it.

REGULATIONS MANUAL – The Chief stated that the zones for Coolbaugh have been changed from North and South to East and West. The change was necessary to obtain better response time to calls.

PUBLIC PARTICIPATION: Patricia Moore, Tunkhannock Township resident, stated she had questions regarding the budget that she will hold off on until after the Open House. She stated that the "We Care Program" is an excellent program. She questioned "Race Weekend" and how hours are charged. She questioned the Vehicle Lease.

**ADJOURNMENT:**

Motion by Chris Cusack to adjourn, seconded by Mario Scavello. Meeting adjourned at approximately 7:50 p.m.

EXECUTIVE SESSION: The Police Commission went into Executive Session to discuss a personnel matter. Executive Session began approximately 7:50 p.m. and ended 8:10 p.m.

EXECUTIVE SESSION: The Police Commission held an Executive Session at the Mt. Pocono Borough Building on Thursday, April 17, 1997 to discuss a personnel matter. The Executive Session began approximately 6:00 p.m. and ended 7:25 p.m.

**MINUTES**  
**POCONO MOUNTAIN REGIONAL POLICE COMMISSION**  
**REGULAR BUSINESS MEETING**  
**13 MAY 1997**

**CALL TO ORDER:**

This regular business meeting of the Pocono Mountain Regional Police Commission was held at the Coolbaugh Township Municipal Building and called to order at 7:00 p.m. by Chairman Larry Franko with the Pledge of Allegiance.

**PRESENT:**

Larry Franko -- Tobyhanna Township - Chairman  
Roy Gross -- Mount Pocono Borough -- Vice-Chairman  
Mario Scavello -- Mount Pocono Borough -- Treasurer  
Chris Cusack -- Tobyhanna Township -- Secretary  
David Moyer -- Tobyhanna Township -- Member  
Paul Wieand -- Tunkhannock Township -- Member  
Harry Smith -- Coolbaugh Township -- Member  
James Froscio -- Coolbaugh Township -- Member  
Peter Quigley -- Solicitor  
Robert H. Martz -- Pocono Mountain Regional -- Chief

**ABSENT**

Walter McGrath -- Coolbaugh Township -- Member

**APPROVE  
MINUTES:**

Mario Scavello made a motion to accept the minutes of 8 April 1997, seconded by James Froscio. All members present voted in favor.

**APPROVE  
BILLS:**

Roy Gross made a motion to accept the Bill-pack of 13 May 1997 in the amount of \$55,546.14, seconded by Harry Smith. All members present voted in favor.

**APRIL  
POLICE REPORT:**

Roy Gross made a motion to accept the April Police Report, seconded by Paul Wieand. All members present voted in favor.

**UPDATE:**

**"WE CARE" PROGRAM** -- The Chief stated that we have on average 8 to 12 people enrolled in this program and growing.

**QUARTERLY FINANCIAL REPORT** -- Question was raised regarding the Weapons & Ammunition account being over budget. The Chief explained there were unanticipated expenditures to upgrade the arsenal due to shotguns that were unable to be repaired. Also, there have been additional expenditures for lethal and non-lethal ammunition for training. The state requires one day Firearms Qualification, but with the addition of Coolbaugh Township and looking at the civil responsibility, the Chief felt it necessary to go beyond that, two days in the spring and one day in the fall.

Question was raised regarding the Property Insurance. The Chief explained that the insurance was broken down differently this year by the Insurance Company but if you look at the total insurance there is enough budgeted.

**PENSION** – The Chief stated that he received the paperwork from Principal to change the name of the Coolbaugh Township Police Pension to Pocono Mountain Regional Police Pension. He stated that it should be reviewed prior to signing. The Chief suggested that a committee be formed to aggressively pursue resolving the pension issues.

Larry Franko made a motion to amend the make-up of the Pension Board by adding another member from the Pocono Mountain Regional Police Commission and another member from the Pocono Mountain Regional Police Uniformed Officers, seconded by Roy Gross, all voted in favor.

Mario Scavello made a motion to appoint James Frosco to the Pension Board, seconded by Larry Franko, all voted in favor.

**NEW BUSINESS:**

**DOOR LOCK** – The Chief stated that the lock on the main entrance to the Police Department is worn out. The people that fix the locks said the lock is unfixable. Rather than replacing the lock with the same type of system, the Chief requested that they install a digital type magnetic lock. The combinations can be changed on the lock as needed.

**RSVP** – The Chief stated that RSVP stands for Retired & Senior Volunteer Program. It is a program that places retired or seniors in part time positions. We would like to pursue these services to help with the general office work of the department.

**DRUG DOG** – The Chief stated that he has had conversations with the District Attorney concerning the need for a Drug Dog for the Monroe County Drug Task Force. The District Attorney thinks that we should consider having our own dog. He is willing to buy the dog, pay to train the dog and dog handler if we the Regional will accept responsibility of having the dog handler. Larry told the Chief to give the District Attorney a call and let him know that we are perceptible to the idea.

**D.A.R.E. GRADUATIONS** – The Commission is invited to the D.A.R.E. Graduations for Coolbaugh Elementary on Monday, June 9 and Tobyhanna Elementary on Wednesday, June 11.

**PUBLIC PARTICIPATION: NONE**

**ADJOURNMENT:**

Motion by Mario Scavello to adjourn, seconded by James Frosco. Meeting adjourned at approximately 8:00 p.m.

**EXECUTIVE SESSION:** The Police Commission went into Executive Session to discuss a personnel matter. Executive Session began approximately 8:00 p.m. and ended 8:40 p.m.

**M I N U T E S**  
**POCONO MOUNTAIN REGIONAL POLICE COMMISSION**  
**REGULAR BUSINESS MEETING**  
**10 JUNE 1997**

**CALL TO ORDER:**

This regular business meeting of the Pocono Mountain Regional Police Commission was held at the Tobyhanna Township Municipal Building and called to order at 7:07 p.m. by Chairman Larry Franko with the Pledge of Allegiance.

**PRESENT:**

Larry Franko - Tobyhanna Township - Chairman  
Roy Gross - Mount Pocono Borough - Vice-Chairman  
Mario Scavello - Mount Pocono Borough - Treasurer  
David Moyer - Tobyhanna Township - Member  
Paul Wieand - Tunkhannock Township - Member  
Walter McGrath - Coolbaugh Township - Member  
Harry Smith - Coolbaugh Township - Member  
James Frosco - Coolbaugh Township - Member  
Peter Quigley - Solicitor  
Robert H. Martz - Pocono Mountain Regional - Chief

**ABSENT**

Chris Cusack - Tobyhanna Township - Secretary

**APPROVE**

**MINUTES:**

Mario Scavello made a motion to accept the minutes of 13 May 1997, seconded by Larry Franko. All members present voted in favor.

**APPROVE**

**BILLS:**

Harry Smith made a motion to accept the Bill-pack of 10 June 1997 in the amount of \$55,812.37, seconded by Roy Gross. All members present voted in favor.

**MAY**

**POLICE REPORT:**

Mario Scavello made a motion to accept the May Police Report, seconded by Paul Wieand. All members present voted in favor.

**UPDATE:**

**PENSION** - Mario Scavello reported on the Pension Board's meeting with the present Holders of the Coolbaugh Township Pension, regarding their investment philosophy and plan operation. He also discussed future cost estimates provided by Tom Zimmerman, present Actuary for the Regional Plan. SEE ATTACHMENTS. He stated that everything is in order now to transfer ownership of the Coolbaugh Plan to the Regional by executing the forms. The next step will be a decision on how to consolidate the plans.

**INSURANCES** - Mario Scavello reported that he and the Chief had a meeting with our representative Paul Pugielli. Several changes in carriers were made and we had major savings in Workmen's compensation. Mario Scavello reported that the bottom line is that we should save approximately \$44,000.00 this year.

**R. S. V. P. (Retired and Senior Volunteer Program)** - Chief Martz advised that he applied for a R. S. V. P. Volunteer to help with office work and was accepted. He should be interviewing prospects in the near future.

**D. A. R. E.** - The Chief reported that the D. A. R. E. Graduation Ceremony was held at Coolbaugh Elementary Center on Monday evening (9 June 1997) and was a great success with good attendance. District Justice Clancy Dennis was the keynote speaker. The chief also reported that the Coolbaugh P. T. O. donated \$200.00 to our D. A. R. E. program. Tobyhanna elementary Center graduation is on Wednesday, June 11, 1997 at 7:00 p.m. and all are invited.

**GRANTS** - Chief Martz announced that the first installment (quarterly) payments were received on our two active grants. The C O P S Fast Grant from the U.S. Department of Justice covering Officer Steven Mertz's salary and benefits, and the D. A. R. E. Grant, which will cover some of Officer Laverty's salary for his hours instructing D. A. R. E.

**NEW BUSINESS:**

**SAFETY SAM** - Mario Scavello provided the Commission information on the Safety Sam program. It was given to the Chief for review.

**POCONO COUNTRY PLACE SECURITY** - The Commission members representing Coolbaugh Township all voiced concern about Pocono Country Place Security responding to domestic incidents and other matters that should be Police responses. Apparently, the Police are not even being notified. The chief stated that back in February he had met with officials from Pocono Country Place, including the Security head, regarding procedures, but Pocono Country Place Personnel have since changed. Chief Martz will schedule another meeting. Concern was also addressed about the improper use of red and blue lights and the Chief advised that this issue would likewise be addressed.

NASCAR - Chief Martz advised that the NASCAR Race this past weekend was without any major incidents. Seventeen Criminal Arrests were made, which is about average, but none were real serious violations. There were serious traffic problems with some people not getting into the parking lots until 1- $\frac{1}{2}$  hours after the race began. Track Officials, the State Police and Pocono Mountain Regional Police Department will meet before the next race to make adjustments to the traffic plan.

Paul Wieand requested the Chief provide the number of man-hours charged to Tunkhannock Township, which are attributed to the Race. The Chief stated he would provide that data within a day or two.

**PUBLIC PARTICIPATION: NONE**

**ADJOURNMENT:**

Motion by Harry Smith to adjourn, seconded by Roy Gross. Meeting adjourned at approximately 7:45 p.m.

**EXECUTIVE SESSION:** The Police Commission went into Executive Session to discuss a personnel matter. Executive Session began approximately 7:55 p.m. and ended 8:35 p.m.

**M I N U T E S**  
**POCONO MOUNTAIN REGIONAL POLICE COMMISSION**  
**REGULAR BUSINESS MEETING**  
**8 JULY 1997**

**CALL TO ORDER:**

This regular business meeting of the Pocono Mountain Regional Police Commission was held at the Mount Pocono Borough Building and called to order at 7:12 p.m. by Chairman Larry Franko with the Pledge of Allegiance. Larry Franko stated that there were enough members present for a quorum. The meeting will be conducted with the 5 present Commission Members.

**PRESENT:**

Larry Franko - Tobyhanna Township - Chairman  
Roy Gross - Mount Pocono Borough - Vice-Chairman  
Paul Wieand - Tunkhannock Township - Member  
Walter McGrath - Coolbaugh Township - Member  
Harry Smith - Coolbaugh Township - Member  
Peter Quigley - Solicitor  
Robert H. Martz - Pocono Mountain Regional - Chief

**ABSENT**

Mario Scavello - Mount Pocono Borough - Treasurer  
Chris Cusack - Tobyhanna Township - Secretary  
David Moyer - Tobyhanna Township - Member  
James Frosco - Coolbaugh Township - Member

**BID OPENINGS:**

Larry Franko stated that these were bids requested for one of the Bronco's that we had that were seized in a raid. There were 2 bids received.

Bid #1 - Steve Watkins of Blakeslee bid \$268.00  
Bid #2 - Carol Bentham of Pocono Lake bid \$500.00

Larry Franko made a motion to accept the bid of \$500.00 for the Bronco that was up for bid from Carol Bentham, seconded by Walter McGrath. All members present voted in favor.

**APPROVE  
MINUTES:**

Walter McGrath made a motion to make the document entitled Pocono Mountain Regional Police Pension Plan be made a portion of the 10 June 1997 Minutes for the Business Meeting this afternoon and that we dispense with the reading, seconded by Roy Gross. All members present voted in favor.

## **APPROVE**

### **BILLS:**

Harry Smith made a motion to accept the Bill-pack of 8 July 1997 in the amount of \$32,399.63, seconded by Roy Gross. All members present voted in favor.

## **JUNE**

### **POLICE REPORT:**

The Chief informed the Commission of an accident with one of the police cars; a copy of the report is in each commission member's packet. The vehicle was total loss. Roy Gross made a motion to accept the June Police Report, seconded by Walter McGrath. All members present voted in favor.

### **UPDATE:**

R.S.V.P. - The Chief stated that we currently have 1 senior volunteer working 4 hrs per day 2 days per week. Her name is Harriet Altana. There seem to be more people interested in volunteering.

LAW ENFORCEMENT RIFLE SCHOOL - The chief stated this was to train instructors. There were 21 participants from Virginia, Ohio, Pennsylvania and New Jersey. It was sponsored by the Pocono Mountain Regional Police with the course being given by the NRA Instructors. Because there were 21 participants, we were able to send 2 of our officers to the course at no charge.

DRUG RAID - The chief stated that there were raids conducted on May 8 and June 27. A total of 28 people have been arrested to date.

PENSION - The chief stated that he has a copy of the Actuarial Study in the office and a copy will be made for each member. The next quarterly meeting for the investments is scheduled for August 21 at 1:00 p.m. Walter McGrath mentioned that because the form attached to the letter of June 30, 1997 entitled Pocono Mountain Regional Police Pension Plan is different than the first one, it should be included in the Minutes. Larry Franko directed Kathy Sherman to make sure it is part of the actual minutes.



D.A.R.E. - The chief stated that the graduations have all been completed for the 1997 school year. He also stated that we are in the process of working on the next school year. Discussion was had concerning whether Barrett will be included in the D.A.R.E. Program in September. Larry Franko asked the chief to verify if Paradise Township has any students in Barrett Elementary. He also stated he would draft a letter on behalf of the commission to Barrett and possibly Paradise Township concerning the D.A.R.E. Program in the school. Roy Gross stated that Officer Laverty deserves a thank you on behalf of the Commission for his hard work on the D.A.R.E. Program.

**NEW BUSINESS:**

STATE OF THE UNION - The chief stated that the Pocono Mountain Regional Police Department has just completed its third year in operation. He has put together a list of what the police department has done since it began. The regional has responded to 13,338 calls - investigated 1,080 Accidents - 1,510 Criminal Arrests - 2,780 Traffic Arrests - 2,072 Traffic Warnings - 471 Ordinance Violations. In addition we have officers trained as Inspection Mechanics, Accident Reconstructionist, Hostage Negotiator, In House training for CPR, First Aid, Firearms, Rifle Instructors, Certified Weigh Master for weighing trucks and will soon to be on line with a Drug Dog.

MINUTES - 13 MAY 1997 - Kathy Sherman stated that on the 13 May 1997 Minutes there should be a change for Police Report. It should be April not March meeting.

GRANTS - Discussion was had concerning the possible hiring of 2 additional officers on the grants that have already been approved. Larry Franko stated that each municipality should come to the next meeting with the coverage numbers they would be requesting for next year. Larry Franko made a motion that we accept the 2 grants that the Pocono Mountain Regional Police has, seconded by Walter McGrath. All members present voted in favor. Larry Franko told the chief he can go ahead and process the grants and to come back with a recommendation of the hours of service for each municipality.

POLICE PROTECTION WITHOUT POLICE FORCE - Discussion concerning adopting a resolution for reimbursement for services rendered to municipalities that do not have their own police force and need assistance from the Pocono Mountain Regional. Larry Franko asked Peter Quigley to draw up a Resolution for next meeting.

PURCHASE NEW VEHICLE - Motion by Roy Gross for the chief to start the process to purchase a new vehicle on a 2-year lease, seconded by Harry Smith. All members present voted in favor.

RACE WEEKEND - Paul Wieand mentioned that there have been complaints from some of the residents near the racetrack concerning the traffic during race weekend. The chief informed him that he was aware of the problem and has already arranged to have that problem taken care of.

**PUBLIC PARTICIPATION: NONE**

**ADJOURNMENT:**

Motion by Paul Wieand to adjourn, seconded by Harry Smith. Meeting adjourned at approximately 8:20 p.m.

M I N U T E S  
POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
12 AUGUST 1997

CALL TO ORDER:

This regular business meeting of the Pocono Mountain Regional Police Commission was held at the Tunkhannock Township Municipal Building and called to order at 7:10 p.m. by Chairman Larry Franko with the Fledge of Allegiance.

PRESENT:

Larry Franko - Tobyhanna Township - Chairman  
Roy Gross - Mount Pocono Borough - Vice-Chairman  
Mario Scavello - Mount Pocono Borough - Treasurer  
Chris Cusack - Tobyhanna Township - Secretary  
David Moyer - Tobyhanna Township - Member  
Paul Wieand - Tunkhannock Township - Member  
Walter McGrath - Coolbaugh Township - Member  
Harry Smith - Coolbaugh Township - Member  
James Frosco - Coolbaugh Township - Member  
Peter Quigley - Solicitor  
Robert H. Martz - Pocono Mountain Regional - Chief

APPROVE

MINUTES:

Walter McGrath made a motion to approve the minutes of 8 July 1997 and dispense with the reading, seconded by Harry Smith. All members voted in favor.

APPROVE

BILLS:

Mario Scavello made a motion to accept the Bill-pack of 12 August 1997 in the amount of \$64,657.70, seconded by James Frosco. All members voted in favor.

JULY

POLICE REPORT:

The chief stated that we now have a Certified Weigh Master for weighing trucks and that in September we will also have this officer certified to inspect trucks. Roy Gross made a motion to accept the July Police Report, seconded by Walter McGrath. All members voted in favor.

**UPDATE:**

**PENSION** - The chief reminded the commission that the quarterly meeting for the Pension investments will be held 21 August 1997 at 1:00 p.m. in his office. Mario Scavello made a motion to combine the Pocono Mountain Regional Police Pension Plan and the old Coolbaugh Pension Plan into the Pocono Mountain Regional Police Pension Fund with Spagnola Cosack Inc investors and Conrad M. Siegel Inc. the actuary, second by Harry Smith. All members voted in favor.

**D.A.R.E.** - Larry Franko discussed the possibility of having the program in Barrett Elementary for the coming year. The chief stated that we are still waiting for a response to our letter requesting Barrett Township to finance the program in their township. He also stated that a grant has been applied for which includes Barrett Elementary school.

**REIMBURSEMENT/CHARGES FOR SERVICES** - Larry Franko made a motion to adopt Resolution 97-01, to charge municipalities without police departments for services provided by the police force in their areas, second by Mario Scavello. All members voted in favor. Charges are to be calculated by the Chief and set at next meeting. Municipalities effected by this resolution need to be notified after amounts are set.

**K-9 UNIT** - The chief informed the commission that we now have our dog. The District Attorney will be paying \$3700.00 for the school and dog, and nearly \$1000.00 for the car carrier. The officer will be in training beginning 18 August 1997 and lasting 3 weeks. The chief also stated that he and the DA are working on a K-9 Policy. A copy of the proposed policy has been supplied to the commission and should be reviewed.

**NEW BUSINESS:**

Walter McGrath commended Officer Ken Lenning for his compassion and professionalism in handling an incident involving a fatal accident that occurred out-of-state.

The chief made comments on possible expansion of facility.

**PUBLIC PARTICIPATION:**

Pat Moore had comments regarding the D.A.R.E. program and requested an update of the Senior Call-In program.

Silvio Vitiello - LaRoma Pizza stated he had some problems with response time.

Resident - Recreation Village stated he was having traffic problems in his development.

Ed Clark Sr. - stated he had a problem with the amount of police coverage. He stated that the kids and drugs are a real problem. The area is growing.

**ADJOURNMENT:**

Motion by Walter McGrath to adjourn, seconded by Harry Smith. Meeting adjourned at approximately 8:20 p.m.

**EXECUTIVE SESSION:**

The commission went into executive session from 8:35 to 8:50 to discuss personnel issues.

**M I N U T E S**  
**POCONO MOUNTAIN REGIONAL POLICE COMMISSION**  
**REGULAR BUSINESS MEETING**  
**9 SEPTEMBER 1997**

**CALL TO ORDER:**

This regular business meeting of the Pocono Mountain Regional Police Commission was held at the Coolbaugh Township Municipal Building and called to order at 7:05 p.m. by Chairman Larry Franko with the Pledge of Allegiance.

**PRESENT:**

Larry Franko - Tobyhanna Township - Chairman  
Roy Gross - Mount Pocono Borough - Vice-Chairman  
Mario Scavello - Mount Pocono Borough - Treasurer  
Chris Cusack - Tobyhanna Township - Secretary  
Walter McGrath - Coolbaugh Township - Member  
Harry Smith - Coolbaugh Township - Member  
James Frosco - Coolbaugh Township - Member  
Peter Quigley - Solicitor  
Robert H. Martz - Pocono Mountain Regional - Chief

**ABSENT:**

David Moyer - Tobyhanna Township - Member  
Paul Wieand - Tunkhannock Township - Member

**APPROVE**

**MINUTES:**

Walter McGrath made a motion to approve the minutes of 12 August 1997 and dispense with the reading, seconded by James Frosco. All members voted in favor.

**APPROVE**

**BILLS:**

Mario Scavello made a motion to accept the Bill-pack of 9 September 1997 in the amount of \$63,534.81, seconded by Harry Smith. All members voted in favor.

**AUGUST**

**POLICE REPORT:**

The chief indicated that the Police Report needed to be amended due to an error. On page 2 of 5 in the Activities column under Coolbaugh Township the Criminal Arrests should be changed from 321 to 31 and the year to date should be changed from 521 to 231. He also indicated that the number of complaints was at an all time high. The new car was picked up Tuesday, the radio and phone were installed, and the vehicle was striped and was in service on Sunday. The chief indicated that Car 3 is out of service due to the

transmission. That will now be a parts car. Due to the high mileage of the vehicles in the fleet, the chief requested approval to purchase 2 new cars on the same lease purchase program, for October delivery. Roy Gross made a motion to accept the August Police Report, seconded by Walter McGrath. All members voted in favor.

Larry Franko made a motion to authorize the Chief to obtain 2 new vehicles in the month of October on the 2-year lease/purchase program, second by Mario Scavello. All members voted in favor.

**UPDATE:**

**PENSION** - Mario Scavello indicated that the pension plan has nearly doubled in assets since the Regional Plan has been in force. He requested an Executive Session to discuss pension matters following the meeting. Mario Scavello stated that we have taken the steps to merge the Coolbaugh Plan into the Regional Plan. Larry Franko indicated that we would have a brief Executive Session following the meeting to discuss the pension.

**D.A.R.E.** - The Chief indicated that the D.A.R.E. Program is up and running with 6 fifth grade classes at T.E.C., 6 fifth grade classes at C.E.C. and 1 class at Msgr. McHugh. In the spring there will be 7 fifth grade classes at C.E.C. North Campus and 4 fifth grade classes at Barrett. The total number of students that will be impacted this year will come close to if not exceed 700. Larry Franko indicated that there is still no response from Paradise or Barrett Townships concerning the cost of the D.A.R.E. Program.

**RESOLUTION 97-01** - Charging municipalities without police departments for services provided by the police force in their areas. The Chief indicated that the rate he recommends for this service is \$35.00 to \$50.00 per man-hour that does not factor in equipment. The Commission continued discussion regarding the rates. Larry Franko made a motion that we adopt a \$50.00 per man hour rate of charge to coincide with Resolution 97-01 for services rendered by the Pocono Mountain Regional Police to other municipalities that do not have their own police service, seconded by Roy Gross. All members voted in favor.

**K-9 UNIT** - The chief indicated that the proposed policy that was submitted to the commission should be reviewed and revisions made to be more specific in certain areas. The chief indicated that the dog has graduated with flying colors, she was first in her class in trailing human, blood hounding, which is an added benefit should we have a missing person. Larry Franko indicated to the commission that they should review the policy for discussion and possibly

finalize it at next meeting. Mario Scavello questioned the chief if he checked into our insurance policy concerning the dog should the dog bite someone.

**NEW BUSINESS:**

**TUNKHANNOCK TOWNSHIP CORRESPONDENCE** - Larry Franko indicated that we received correspondence from Tunkhannock Township, which states that the Board voted to maintain their membership for the 1998 year.

**PA ASSOCIATION OF REGIONAL POLICE AGENCIES** - The chief indicated the quarterly meeting for the Association of Regional Police Agencies would be meeting on Thursday at Kutztown if anyone were interested in attending with him.

**PUBLIC PARTICIPATION:**

None

**ADJOURNMENT:**

Motion by Mario Scavello to adjourn, seconded by Walter McGrath. Meeting adjourned at approximately 7:40 p.m.

**EXECUTIVE SESSION:**

The commission went into executive session from 7:40 to 8:00 to discuss pension matters.

**EXECUTIVE SESSION:**

The commission went into executive session from 8:00 to 9:40 to discuss personnel issues.



M I N U T E S  
POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
14 OCTOBER 1997

**CALL TO ORDER:**

This regular business meeting of the Pocono Mountain Regional Police Commission was held at the Tobyhanna Township Municipal Building and called to order at 7:00 p.m. by Chairman Larry Franko with the Pledge of Allegiance.

**PRESENT:**

Larry Franko - Tobyhanna Township - Chairman  
Roy Gross - Mount Pocono Borough - Vice-Chairman  
Mario Scavello - Mount Pocono Borough - Treasurer  
Chris Cusack - Tobyhanna Township - Secretary  
David Moyer - Tobyhanna Township - Member  
Walter McGrath - Coolbaugh Township - Member  
Harry Smith - Coolbaugh Township - Member  
James Frosco - Coolbaugh Township - Member  
Peter Quigley - Solicitor  
Robert H. Martz - Pocono Mountain Regional - Chief

**ABSENT:**

Paul Wieand - Tunkhannock Township - Member

**INTRO TO K-9 UNIT:**

Chief Martz stated that Officer Anthony Caponigro and CoCo received their Masters Degree at the K-9 School in Mechanicsburg. The Chief indicated that CoCo is not only good at detecting the drugs but is also an excellent human tracker should we have the unfortunate situation of having someone lost in the woods. At this time the Chief introduced Officer Caponigro and our K-9, CoCo, for a demonstration. The demonstration was a success. Officer Caponigro indicated that she has already participated in 2 house and numerous vehicle searches and is batting 100%.

**APPROVE MINUTES:**

Walter McGrath made a motion to approve the Minutes of 9 September 1997 and dispense with the reading, seconded by James Frosco. All members voted in favor.

**APPROVE BILLS:**

Mario Scavello made a motion to accept the Bill-pack of 14 October 1997 in the amount of \$40,318.72, seconded by Harry Smith. All members voted in favor.

Mr. Scavello requested a breakdown of the budget to actual expenses to date. The chief indicated that he will have the 3<sup>rd</sup> quarter report ready for review for the next meeting.

**SEPTEMBER POLICE REPORT:**

Chief Martz informed the Commission that the Lieutenant and himself have developed a process for personal performance evaluations. They have spent the last 2 weeks meeting with each individual officer. He indicated he is very satisfied with the entire operation of the police department and all of their performances.

Walter McGrath made a motion to accept the September Police Report, second by Roy Gross. All members voted in favor.

**UPDATE:**

- PENSION-1998 M.M.O.-- The Chief indicated that each municipality has been issued a copy of the calculated 1998 M.M.O. for the Police Pension Plan and the Non-Uniformed Pension Plan. The totals are:

Police Pension	-	\$227,396.
Non-Uniformed Pension	-	2,663.

Walter McGrath indicated that Coolbaugh Township is still waiting for an amount from the Actuary regarding their portion of the unfunded liability for the Police Pension. Coolbaugh needs that number for their budget. Mario Scavello stated that he has directed the Actuary to come up with that number. Harry Smith requested a meeting with the Actuary.

Mr. Scavello directed Kathy Sherman to contact Tom Zimmerman of Conrad Siegel to come up with the number for Coolbaugh and to schedule the meeting that was requested.

- Officer PHIL -- Each Commission Member has a copy of the booklet that was given to all the 3<sup>rd</sup> graders at T.E.C. and the 2 Coolbaugh schools. The Chief and Lieutenant were able to attend the program at T.E.C. The program covered Bicycle Safety,

Beware of Strangers and other such topics. Many of the sponsors have indicated their interest in being sponsors again next year if the program continues.

- COPS Grant - The Chief indicated that the two new officers that are being hired under the COPS Grant have a start date of November 17<sup>th</sup>.
- K-9 Policy - Larry Franko indicated that this item will be tabled at this time and that for now the K-9 Unit should work under management prerogative. He then directed the Commission to review the proposed K-9 Policy for any comments or questions for next meeting.

**NEW BUSINESS:**

- ◆ 1998 Budget - The Commission received copies of the 1998 Budget - Draft #1 for their review. There were general questions and comments about certain individual line items.

The Commission scheduled a Special Budget Meeting for 7:00 P.M. October 28, 1997 to be held at the Tobyhanna Township Municipal Building. The Chairman then directed the Commission to review the 1998 Budget - Draft #1 for the Special Meeting.

- ◆ ASP and SRT - Officer Chris Wagner is a Certified Instructor of the ASP Expandable Batons. The new expandable batons replace the older bulky batons the officers used to carry. All of our officers have now been certified to use them.

SRT stands for Special Response Team. The Chief indicated that Officer Tim McCarty is heading the team for our department since he has had extensive training. Officer McCarty was present to give a brief description of what the team is and the types of training that the officers need to go through.

**PUBLIC PARTICIPATION:**

None

**ADJOURNMENT:**

Motion by Harry Smith to adjourn, seconded by Walter McGrath. Meeting adjourned at approximately 8:05 p.m.

**EXECUTIVE SESSION:**

The commission went into executive session from 8:30 to 8:45 to discuss pension matters.

**EXECUTIVE SESSION:**

The commission went into executive session from 8:45 to 9:15 to discuss personnel issues.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
13 NOVEMBER 1997**

**PRESENT:**

LAWRENCE P FRANKO	-TOBYHANNA TOWNSHIP	-CHAIRMAN
ROY GROSS	-BOROUGH OF MT. POCONO	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	-SECRETARY
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
PETER QUIGLEY	-SOLICITOR	
HENRY E BOCKELMAN	-LIEUTENANT	

**ABSENT:**

PAUL WIEAND	-TUNKHANNOCK TOWNSHIP	-MEMBER
ROBERT H MARTZ	- CHIEF OF POLICE	

**CALL TO ORDER:**

This Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Mount Pocono Borough Building and called to order at 7:07 P.M. by Chairman Lawrence Franko. Mr. Franko indicated that, since there was no flag in the alternate meeting room, we would dispense with the Pledge of Allegiance.

**APPROVE MINUTES:**

**Motion:**

Walter McGrath made a motion to approve the Minutes of 14 October 1997 and dispense with the reading, seconded by Mario Scavello and passed unanimously.

**APPROVE BILLS:**

**Motion:**

Mario Scavello made a motion to accept the Bill-pack of 13 November 1997 in the amount of \$195,770.68, seconded by James Frosco and passed unanimously.

**OCTOBER POLICE REPORT:**

**Motion:**

Walter McGrath made a motion to accept the October Police Report, seconded by Roy Gross and passed unanimously.

## **UPDATE:**

- **Pension** - Mario Scavello stated that a meeting was held with Tom Zimmerman of Conrad Siegel Inc, our pension actuaries as requested by the Commission members from Coolbaugh Township. The purpose of this meeting was to answer any questions Coolbaugh Township representatives had regarding a one lump sum pay off of their portion of the unfunded liability for the police pension.

Lt. Bockelman indicated the Chief had left a note regarding the combining of the Police Pension Plans. He indicated that to join the Mount Pocono Police Pension Plan and the Township of Tobyhanna Police Pension Plans back in 1994 it was done by resolution. He asked if a resolution should be adopted to combine the Coolbaugh Township Police Pension Plan with the Pocono Mountain Regional Police Pension Plan.

## **Motion:**

Mario Scavello made a motion to adopt Resolution 97-004 Combining the Coolbaugh Township Police Pension Plan with the Pocono Mountain Regional Police Pension Plan, seconded by Walter McGrath and passed unanimously.

- **K-9 Policy** - There was discussion concerning the compensation for the dog handler. The proposal is for the officer to be scheduled for a 7 1/2 hour day and get paid for 8 hours so there is no overtime or additional compensation for this purpose. Discussion about the Proposed K-9 Policy. It was indicated that there would need to be some wording changes and retyped for approval at next months meeting.
- **1998 Budget** - Lt. Bockelman informed the commission that there is a 3rd Draft to the 1998 Budget which is included in the commission members meeting packets. The only change in the 3rd Draft is under the account of Capital Purchases due to the need to update our computer system. Lt. Bockelman indicated that we are currently having major problems with our computer, programs and operating system.. There was discussion concerning the type of system proposed based on need now and expansion into the future.

Christopher Cusack made the recommendation to give consideration to a Capital Budget or 5 year Capital Purchasing Plan. Discussion was had concerning this recommendation. The Commission agreed to create a new account called Capital Reserve change the budget to include an additional \$25,000.00 in this account. Kathy Sherman, Administrative Assistant indicate that the 1998 Budget - Draft #4 will submitted to each commission member within the next couple of days.

## **NEW BUSINESS:**

- **1997 3rd Quarter Budget Update** - Each Commission Member received a copy of the 1997 3rd Quarter Report. The report shows the actual expenditures through the 3rd quarter of 1997 and the budget balance.

- **Resolution 97-002: Define Police Pension Plan Benefit** - There was a Pension Audit performed by the Auditor Generals office for the period of June 1994 through December 31, 1996. At the close out conference it was recommended by the auditor that resolutions be adopted to define the police pension benefit and appoint a Chief Administrative Officer.

**Motion:**

Walter McGrath made a motion to adopt Resolution 97-002, seconded by James Frosco and passed unanimously.

- **Resolution 97-003: Appoint Chief Administrative Officer** - This resolution is to appoint the Chief of Police as Chief Administrative Officer of the Police Pension Plan with the Lieutenant as an Alternate Administrative Officer.

**Motion:**

Roy Gross made a motion to adopt Resolution 97-003, seconded by Mario Scavello and passed unanimously.

**ADJOURNMENT:**

**Motion:**

Mario Scavello made a motion to adjourn, seconded by James Frosco and passed unanimously.

The meeting adjourned at approximately 8:20 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
9 DECEMBER 1997**

**PRESENT:**

LAWRENCE P FRANKO	-TOBYHANNA TOWNSHIP	-CHAIRMAN
ROY GROSS	-BOROUGH OF MT. POCONO	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	-SECRETARY
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
ROBERT H MARTZ	-CHIEF OF POLICE	

**ABSENT:**

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
PAUL WIEAND	-TUNKHANNOCK TOWNSHIP	-MEMBER
PETER QUIGLEY	-	-SOLICITOR

**CALL TO ORDER:**

This Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Tunkhannock Township Municipal Building and called to order at 7:10 P.M. by Chairman Lawrence Franko with the Pledge of Allegiance.

**APPROVE MINUTES:**

**Motion:**

Walter McGrath made a motion to approve the Minutes of 13 November 1997 and dispense with the reading, seconded by James Frosco and passed unanimously.

**APPROVE BILLS:**

**Motion:**

Mario Scavello made a motion to accept the Bill-pack of 9 December 1997 in the amount of \$63,606.04, seconded by Harry Smith and passed unanimously.

**NOVEMBER POLICE REPORT:**

Chief Martz wanted to bring to the attention of the Commission that Car #1 was totaled this month. The accident was the fault of the other driver, therefore the insurance claim is with their insurance company.



**Motion:**

Roy Gross made a motion to accept the November Police Report, seconded by Walter McGrath and passed unanimously.

**UPDATE:**

- **Pension** - Chief Martz advised the Commission that the Coolbaugh Township Police Pension Funds have been transferred to The Pocono Mountain Regional Police Pension Plan and that money has been invested. It brings the total in the Pension Fund to a little over 2 million dollars.
- **K-9 Policy** - Chief Martz indicated that the changes suggested at the last meeting were made to the Policy. He also stated that two paragraphs were added to the Policy to indicate the compensation and reimbursement portions.

**Motion:**

Mario Scavello made a motion to adopt the Pocono Mountain Regional Police Department K-9 Policy, seconded by Lawrence Franko and passed unanimously.

- **1998 Budget** - The Chief stated that on the last sheet of the 1998 Budget there was a fourth scenario added at the request of Mario Scavello which would increase Mount Pocono by 40 hours. At this point, Tunkhannock Township still has not indicated if they will increase their hours or not. The discussion continued concerning the options for Tunkhannock Township.

**Motion:**

Mario Scavello made a motion to approve the Proposed 1998 Budget - Draft #4 - Scenario #3, seconded by Roy Gross and passed unanimously.

**NEW BUSINESS:**

- **Resolution 97-005: Transferring Unencumbered Monies -**

**Motion:**

Mario Scavello made a motion to adopt Resolution 97-005 allowing the Transfer of Unencumbered Monies from one account to another, seconded by Harry Smith and passed unanimously.

- **1998 Municipal Lease Agreement** - Chris Cusack indicated that the Municipal Lease Agreement between the Township of Tobyhanna and the Pocono Mountain Regional Police Department is up for renewal. A copy of the Lease was available for the Commission to review.

**Motion:**

Walter McGrath made a motion to approve the 1998 Municipal Lease Agreement, seconded by Harry Smith and passed unanimously.

Walter McGrath suggested the commission members bring to the attention of their municipality the standardizing of Ordinances for the Police Department. Chief Martz also suggested that the commission members bring to the attention of their municipality regarding the enforcement of handicap parking. The Supreme Court now says that the fine has to be posted. Everyone now has their signs up showing the handicap parking but the fine now needs to be posted. If the fine is not posted the citation can be thrown out of court.

The Chief stated that he had two additional items:

- ⇒ Each member has a copy of a letter from Coolbaugh Township Supervisors advising us that the Life Insurance for the 9 Coolbaugh Officers will be canceled. He stated he is in the process of getting quotes from a couple different insurance companies. The chief indicated that we will be sending a letter to Coolbaugh Township requesting an extension from the January 1, 1998 cancellation date.
- ⇒ The chief indicated that the two Resolutions passed last month 97-002 and 97-004 regarding the Pension Plan may need substantial changes. He stated that since the solicitor is present tonight, he would contact him during the month and possibly have the change next months meeting.

James Frosco mentioned that a date for the Reorganization Meeting would need to be advertised.

**Motion:**

Roy Gross made a motion to set the January 1998 Reorganization Meeting for January 13, to be held at the Coolbaugh Township Municipal Building, second by Walter McGrath passed unanimously.

Lt. Henry Bockelman was present to explain the progress of the purchase of the new computer system for the department. He stated that there was going to be a demonstration of the software on Thursday if anyone was interested. He also indicated that he did get some price quotes on the hardware and decided to purchase from Kingdom Computers.

T  
97-00  
there was No Res

**PUBLIC PARTICIPATION:**

Pat Moore informed the Commission that Tunkhannock Township will have representation from this point forward on the board, they will not be missing out on these meetings or discussions, and in January the Township will give an answer on the number of hours. She also indicated that she thought Walter's suggestion about the standardizing of ordinances is a good idea.

**ADJOURNMENT:**

**Motion:**

Harry Smith made a motion to adjourn, seconded by Mario Scavello and passed unanimously.

The meeting adjourned at approximately 8:10 P.M.