

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REORGANIZATION / REGULAR BUSINESS MEETING
12 JANUARY 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
PETER QUIGLEY		-SOLICITOR
JOHN P LAMBERTON		-CHIEF OF POLICE

ABSENT:

JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
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CALL TO ORDER:

The Reorganization 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 Chief John P. Lamberton with the Pledge of Allegiance.

REORGANIZATION:

The Chief requested nominations for the position of Chairman of the Pocono Mountain Regional Police Commission.

Motion:

Mario Scavello made a motion to nominate and appoint Roy Gross – Chairman of the Commission, Walter McGrath – Vice-Chairman of the Commission, Mario Scavello – Treasurer of the Commission, Steve Schneider – Secretary of the Commission and Peter Quigley – Solicitor, seconded by Edward Rainsford and passed unanimously.

Motion:

Mario Scavello made a motion to set the 1999 Meeting dates and times for the second Tuesday of each month at 7:00 p.m. and alternating Municipalities in the following order, Coolbaugh Township, Tobyhanna Township, Mt. Pocono Boro and Tunkhannock Township seconded by Patricia Moore and passed unanimously.

Motion:

Mario Scavello made a motion to set the signers for the checking accounts to include Roy Gross, Walter McGrath, Mario Scavello, Steve Schneider and John Lamberton, seconded by Patricia Moore and passed unanimously.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 8 December 1998 and dispense with the reading, seconded by Mario Scavello and passed unanimously.

APPROVE BILLS:

Motion:

Harry Smith made a motion to accept the Bill-pack of 12 January 1999 in the amount of \$92,867.37, seconded by Patricia Moore and passed unanimously.

DECEMBER POLICE REPORT:

Motion:

Walter McGrath made a motion to accept the December Police Report, seconded by Edward Rainsford and passed unanimously.

UPDATE:

- **D.A.R.E.** – Chief Lamberton indicated that Officer Laverty's instruction of the D.A.R.E. Program at Coolbaugh Elementary Center and Pocono Mountain North Campus is nearly complete. There are a total of 13 classes between the two schools and the Commission will be notified when the Culmination is scheduled. The Chief also indicated that as soon as the Program is complete at these schools he would begin teaching 11 classes between Tobyhanna Elementary Center, Barrett Elementary Center and Msgr. McHugh.
- **Ordinances** – Chief Lamberton informed the Commission that Tobyhanna Township has passed a majority of the Joint Ordinances. There was discussion concerning when the Ordinances would be passed by the remaining 3 municipalities. It was noted that changes need to be made to the Peddlers Permit Ordinance.
- **Pension** – Chief Lamberton informed the Commission that the 4th Quarter Meeting, with Spagnola-Cosack is scheduled for February 17 at 1:00 p.m. at headquarters.

- **Control Center** – Bill Bourke, Committee Representative, indicated that he has contacted Lackawanna County Control Center who put him in contact with the Lackawanna County Director of Emergency Services. The director has presented our position to the County Commissioners but to date a decision has not been made. Mr. Bourke indicated that he has contacted the Department of Community of Economic Development concerning the telephone subscriptions under Act 78. There was a discussion concerning other options should Lackawanna County not pass.

NEW BUSINESS:

- **Police Officer Hiring** – Chief Lamberton indicated that Cpl. Tom Smith has submitted his letter of intent to retire effective February 1, 1999 and recommends to the Commission the hiring of the #3 position on the Police Hiring Eligibility List.

Motion:

Walter McGrath made a motion to hire Richard Michaels contingent upon his passing the physical, physiological and background tests, seconded by Edward Rainsford and passed unanimously.

- **John J. Riley, Inc.** – Chief Lamberton stated that he received a phone call from John Riley's office informing him that the auditor that performed our audits in the past has left their employ and have been unable to replace her. Due to that fact they will be unable to audit our financial records for the year-end 1998 but supplied a list of recommended auditors. Mr. Gross tabled a decision to hire an auditor and directed Chief Lamberton to obtain quotes from the recommended auditors for approval at next meeting.

⇒ **Safe Kids** – Edward Rainsford passed out information to the Commission concerning a program called Safe Kids. He briefly explained the concept of the program for the Commission.

PUBLIC PARTICIPATION:

ADJOURNMENT:

Motion:

Patricia Moore made a motion to adjourn the meeting, seconded by Edward Rainsford and passed unanimously.

The meeting adjourned approximately 8:10 P.M.

EXECUTIVE SESSION - The Commission held an Executive Session from approximately 8:10 p.m. until 8:25 p.m. to discuss Personnel Issues.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
9 FEBRUARY 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
PETER QUIGLEY		-SOLICITOR
JOHN P LAMBERTON		-CHIEF OF POLICE

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Township of Tobyhanna Municipal Building and called to order at 7:00 P.M. by Chairman Roy Gross with the Pledge of Allegiance.

CPL. THOMAS W. SMITH JR., RETIREMENT PRESENTATION:

Roy Gross presented Retiree Thomas W. Smith, Jr., with a plaque on behalf of the Pocono Mountain Regional Police Commission, in recognition of his service and dedication to the citizens of Tobyhanna, Tunkhannock and Coolbaugh Townships and the Borough of Mount Pocono.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 12 January 1999 and dispense with the reading, seconded by Patricia Moore and passed unanimously with James Frosco abstaining because he was not present at the last meeting.

APPROVE BILLS:

Motion:

Mario Scavello made a motion to accept the Bill-pack of 9 February 1999 in the amount of \$82,993.50, seconded by James Frosco and passed unanimously.

JANUARY POLICE REPORT:

Motion:

Walter McGrath made a motion to accept the January Police Report, seconded by Edward Rainsford and passed unanimously.

UPDATE:

- **Pension** – Chief Lamberton wanted to remind the Commission that the year-end Pension Meeting is scheduled for 1:00 p.m., 17 February 1999 at headquarters.
- **Ordinances** – Pat Moore informed the Commission that Tunkhannock Township passed 5 of the 6 Ordinances. Chief Lamberton questioned the handling of the Alarm Permit registrations for the future since, according to the Ordinance, Alarms will be registered through the municipality instead of the Police Department. There was also a discussion concerning the Fire Lane Ordinance. Edward Rainsford raised questions regarding the enforcement of Handicap parking.
- **New Employee** – Chief Lamberton indicated that the testing and background investigations have been completed with favorable results for the new officer. He stated that the start date is 15 February 1999.
- **Auditors** – Chief Lamberton indicated that we have received price quotes from two firms as follows:

Kirk & Company - \$3500.00 plus \$800.00 for each program audit if needed
Cohen & Associates – Fees of service are hourly rate not to exceed \$4700.00

Motion:

Mario Scavello made a motion to hire Kirk & Company to conduct the Audit of our 1998 Financial Records at the rate of \$3500.00 plus \$800.00 for each program audit if needed, seconded by Walter McGrath and passed unanimously.

- **Control Center** – Bill Bourke, Committee Representative was present to update the Commission on the status of the research into the Control Center solutions.
- **Safe Kids Program** – Edward Rainsford indicated that he will be contacting the principal of Tobyhanna Elementary Center to discuss the program. He also indicated that he brought it to the attention of the Lions Club.

NEW BUSINESS:

- **Accounting Program** – Chief Lamberton informed the Commission about problems with the accounting program that was installed in September 1998 and online since October. He indicated that Kathy Sherman has been in contact with Gemini Solutions to solve the problems but with no luck. Discussion continued concerning specific problems and possible solutions. The Chief indicated that update discs should be received any day, they will be installed and the system reviewed to see if the corrections have been made.

Motion:

Mario Scavello made a motion to give John Lamberton the authority to purchase a new accounting program should the update not correct the problems, seconded by Walter McGrath and passed unanimously.

PUBLIC PARTICIPATION:

ADJOURNMENT:

Motion:

Edward Rainsford made a motion to adjourn the meeting, seconded by Patricia Moore and passed unanimously.

The meeting adjourned approximately 8:10 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
9 MARCH 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN P LAMBERTON		-CHIEF OF POLICE

ABSENT:

STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
PETER QUIGLEY		-SOLICITOR

CALL TO ORDER:

The 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 Roy Gross with the Pledge of Allegiance.

Mr. Gross indicated that there would be an Executive Session immediately following the Regular Meeting to discuss Personnel Matters.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 9 February 1999 and dispense with the reading, seconded by Harry Smith and passed unanimously.

APPROVE BILLS:

Motion:

Harry Smith made a motion to accept the Bill-pack of 9 March 1999 in the amount of \$60,649.28, seconded by James Frosco and passed unanimously.

FEBRUARY POLICE REPORT:

Motion:

Mario Scavello made a motion to accept the February Police Report, seconded by Edward Rainsford and passed unanimously.

UPDATE:

- **Pension** – Mario Scavello indicated that the balance of the Police Pension Fund at 1998-Year End, was \$3,254,512.00. Chief Lamberton indicated that there were two recommendations for investment changes, which is being reviewed by Bob Hackenburg at this time.
- **Ordinances** – Tobyhanna, Tunkhannock and Coolbaugh Townships have approved 5 of the 6 Ordinances with Mount Pocono to follow shortly. Mr. Gross suggested scheduling a meeting of the Joint Ordinance Committee to discuss the Peddlers Permit Ordinance. The meeting is scheduled for 13 April 1999 directly following the Police Commission Regular Business Meeting.
- **Accounting Program** – Chief Lamberton indicated that the upgrade was received from Gemini Solutions and installed on February 11. After the installation he stated that Kathy found some of the same problems as before which Gemini Solutions indicated would be corrected with this upgrade. The Chief informed the Commission that we have decided, since the Gemini Solutions System is not working properly, to order a new accounting program.
- **Control Center** – Bill Bourke indicated that he is still checking into Lackawanna County Control Services. He stated that there are other municipalities making the same the same complaints about the Monroe County Control Center and that we are so we need to continue looking into all options. There was discussion concerning the County takeover of Control Center and Enhanced 911.
- **New Employee** – Chief Lamberton indicated the Rick Michaels started on February 15 and everything is working well.

NEW BUSINESS:

- **SRT (Special Response Team) Fund Raiser** – Chief Lamberton informed the Commission that the PMRPOA (Pocono Mountain Regional Police Officers Association) is putting on a Fund Raiser in order to raise funds specifically for the Special Response Team. They will be having a Bowl-A-Thon on April 18 at the Pocono Summit Lanes from 1:00 p.m. to 5:00 p.m.

The Chief indicated that Mr. Winchell of C. Winchell Agency Inc. has donated \$5,000.00 to the SRT to purchase the 4 additional vests needed that cannot be purchased as part of the grant.

Officer McCarty was present to answer any questions and inform the Commission about the SRT.

Officer McCarty also gave the Commission information regarding the possibility of obtaining Police Dogs. He indicated that the purchase and training all inclusive price would be \$6900.00 for one dog and \$5900.00 per dog should we decide on two through Castle K-9.

⇒ **ACT 57 OF 1996** – Walter McGrath stated that he has requested information be sent to the Chief regarding Act 57 of 1996 for the purpose of getting a 5% reduction in Workers Compensation premiums.

PUBLIC PARTICIPATION:

Nancy Golowich, Mt. Pocono Borough Council Member, indicated that Mt. Pocono has adopted an Ordinance to be reimbursed for providing emergency services in the event of an incident or a disaster.

ADJOURNMENT:

Motion:

Mario Scavello made a motion to adjourn the meeting, seconded by Ed Rainsford and passed unanimously.

The meeting adjourned approximately 8:15 P.M.

EXECUTIVE SESSION: An Executive Session was held to discuss Personnel Matters. The Executive Session began approximately 8:25 adjourned approximately 9:00.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
13 APRIL 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
PETER QUIGLEY		-SOLICITOR
JOHN P LAMBERTON		-CHIEF OF POLICE

ABSENT:

STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER

CALL TO ORDER:

The 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 Chairman Roy Gross with the Pledge of Allegiance.

Mr. Gross indicated that there would be an Executive Session immediately following the Regular Meeting to discuss Personnel Matters.

BUSINESS LEADER PRESENTATION: CHARLIE WINCHELL

Chairman Roy Gross presented Charlie Winchell of Charlie Winchell Agency, Inc. with a plaque in appreciation of his generous contribution to the needs and lives of the members of the Pocono Mountain Regional Police Department Special Response Team.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 9 March 1999 and dispense with the reading, seconded by James Frosco and passed unanimously.

APPROVE BILLS:

Motion:

James Frosco made a motion to accept the Bill-pack of 13 April 1999 in the amount of \$73,848.10, seconded by Harry Smith and passed unanimously.

MARCH POLICE REPORT:

Motion:

Mario Scavello made a motion to accept the March Police Report, seconded by Patricia Moore and passed unanimously.

UPDATE:

- **Ordinances** – Roy Gross indicated that Mount Pocono is still in the process of advertising 3 of the 4 Ordinances. Bill Bourke from Tunkhannock Township handed out copies of a Political Sign Ordinance for the Commission to take to their municipalities for review.
- **Accounting Program** – Chief Lamberton indicated that we have purchased the Accounting/Payroll Package from Software Innovators Inc. at a cost of approximately \$7300.00. He indicated that we opted for the 2-year lease program due to budget constraints, using the allocated funds from the 1998 Budget for the Gemini Solutions Program and then for the 2000 Budget the balance will be budgeted. Installation and training should begin within 30 days.
- **Control Center** – Bill Bourke indicated that we are in a holding pattern until PEMA completes a feasibility study for the County to take over Control Center and go to Enhanced 911 but we will continue talking to Lackawanna County.
- **SRT (Special Response Team) Fund Raiser** – Chief Lamberton reminded the Commission and the public about the Bowl-a-thon on Sunday, April 18. He indicated that the Special Response Team will be there and set up for everyone to view their equipment from 1:00 p.m. until 5:00 p.m.

NEW BUSINESS:

- **Future Police Headquarters** – Chief Lamberton stated that when Tobyhanna Township originally remodeled the Police Department it was for a 10 man department with 1 staff member. We have since increased to 30 officers and 3 staff members making working and operating conditions difficult. He indicated that there is 2 ½ years left on our lease with Tobyhanna Township and now would be the time to start a committee to plan for the future.

Roy Gross requested volunteers for this committee. Walter McGrath, Mario Scavello, Patricia Moore and David Moyer volunteered.

- ⇒ **PENN SAFE PROGRAM** – Walter McGrath stated that this is a work-place safety program that will allow us to get a 5% discount on our Workers Comp Insurance for 5 years. He requested the Chief review the information to see if we would be able to participate in the program.
- ⇒ Chief Lamberton read a letter from Tactical Security Operations at A Pocono Country Place praising a few of our officers and our department for the support during their transition and training period.
- ⇒ Patricia Moore asked if we had started to work with the track for the races this year. Lt. Bockelman indicated that he had a meeting with the track regarding the traffic plans. Discussion continued regarding specific traffic plan details.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURNMENT:

Motion:

James Frosco made a motion to adjourn the meeting, seconded by Patricia Moore and passed unanimously.

The meeting adjourned approximately 7:55 P.M.

EXECUTIVE SESSION: An Executive Session was held to discuss Personnel Matters. The Executive Session began approximately 8:10 and adjourned approximately 8:35.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
11 MAY 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN P LAMBERTON		-CHIEF OF POLICE

ABSENT:

PETER QUIGLEY	-SOLICITOR
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CALL TO ORDER:

The 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 Roy Gross with the Pledge of Allegiance.

Mr. Gross indicated that there would be a brief Executive Session immediately following the Regular Meeting to discuss Personnel Matters.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 13 April 1999 and dispense with the reading, seconded by Patricia Moore and passed with Steven Schneider abstaining because he was not present.

APPROVE BILLS:

Motion:

Mario Scavello made a motion to accept the Bill-pack of 11 May 1999 in the amount of \$82,757.41, seconded by James Froscio and passed unanimously.

APRIL POLICE REPORT:

Motion:

Walter McGrath made a motion to accept the April Police Report, seconded by James Frosco and passed unanimously.

UPDATE:

- **Ordinances** – Roy Gross indicated that Mount Pocono is still working on advertising the ordinances.
- **Accounting Program** – Chief Lamberton indicated that the Installation and Training is scheduled for the 18th, 19th, and 20th of May with the additional 2 days of training on the Payroll Program at a later date.
- **Control Center** – Bill Bourke indicated that there is no additional information to update at this time.
- **SRT (Special Response Team) Fund Raiser** – Chief Lamberton stated that the Fund Raiser was a huge success and that many favorable comments have been received from the public regarding the SRT and K-9 demonstrations. The Bowl-a-Thon raised \$2200.00 bringing the total, including donations, to approximately \$9800.00.

The Chief also informed the Commission that the department is currently hosting a Special Response Team School. Hosting this school has enabled us to train 3 of our officers free. The cost to send an officer to this training would normally cost approximately \$1000.00 each.

Bill Bourke presented the Chief with a check for \$100.00 from the Tunkhannock Township Residents Committee.

- **Future Police Headquarters** – The Chief requested a meeting be scheduled to discuss the options available. The meeting is scheduled for Friday, May 28, at 7:30 a.m. at the Mount Pocono Borough Building.

NEW BUSINESS:

- **Resolution 99-001: Authority to sign Highway Safety Equipment Grant Agreement** – The Chief informed the Commission that he had applied for a Grant to obtain a Breath Testing Device, which has been approved. This Resolution is to authorize an official to sign the Grant Agreement.

Motion:

Walter McGrath made a motion to adopt Resolution 99-001, seconded by Harry Smith and passed unanimously.

- **New Employee** – Chief Lamberton stated that it is his intention to hire a replacement for Sgt. Swiderski who retired effective May 3rd. He indicated that Candidate #4 on our 1998/99 Eligibility list is no longer interested in the position. The Chief recommends Candidate #5, Maurice A. Vaccaro, Jr. be given a Conditional Offer of Employment, pending the physical, psychological and background investigations.

Mario Scavello stated that we would need to start a new Eligibility List for the next new officer to be hired.

Motion:

Patricia Moore made a motion to give a Conditional Offer of Employment to Maurice A. Vaccaro, Jr. pending a physical and psychological examination and background investigation, seconded by Walter McGrath and passed unanimously.

- **Regional Community Policing** – Chief Lamberton indicated that Community Policing Institute is interested in having a 4 Hour Introduction Course in Community Policing in Monroe County. The Chief is interested in hosting this course sometime in July but would need a commitment from the Township Supervisors and Borough Council Members to participate.
- **Part-time Office Staff** – Chief Lamberton indicated that with the volume of calls and work in the office it gets very difficult to handle when a staff member is on vacation or days off. He requested the Commission consider hiring Thomas Smith on a part-time basis to help cover the office.

Motion:

Mario Scavello made a motion to hire Thomas W. Smith, Jr. on a Part-time as needed basis, at the rate of \$11.00 per hour with no benefits, seconded by Edward Rainsford and passed unanimously.

⇒ Chief Lamberton stated that he had 3 additional items to mention:

- 1.) Steve Mertz, once again, earned a 4.0 Average and has made the Presidents List.
- 2.) COPS Grant extension has been approved until November 2000.
- 3.) Det. Jeff Bowman has been selected Officer of the Year in Monroe County. A luncheon will be held on May 19th to present him with his award.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURNMENT:

Motion:

Walter McGrath made a motion to adjourn the meeting, seconded by Patricia Moore and passed unanimously.

The meeting adjourned approximately 8:25 P.M.

EXECUTIVE SESSION: An Executive Session was held immediately following the Regular Business Meeting to discuss Personnel Matters. The Executive Session began approximately 8:30 and adjourned approximately 8:40.

EXECUTIVE SESSION: An Executive Session was held on May 28, 1999 at the Borough of Mount Pocono to discuss the proposed Building Project/Land Acquisition. The Executive Session began approximately 7:35 a.m. and adjourned approximately 8:45 a.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
9 JUNE 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
BILL BOURKE	-TUNKHANNOCK TOWNSHIP	-ALTERNATE
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN P LAMBERTON		-CHIEF OF POLICE
PETER QUIGLEY		-SOLICITOR

ABSENT:

PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
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CALL TO ORDER:

The 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 Roy Gross with the Pledge of Allegiance.

Mr. Gross indicated that there would be a brief Executive Session immediately following the Regular Meeting.

OFFICER OF THE YEAR AWARD: Roy Gross and Mario Scavello presented Det. Jeff Bowman with the Key to the Borough in recognition of being named Officer of the Year.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 11 May 1999 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 June 1999 in the amount of \$67,915.58, seconded by Walter McGrath and passed unanimously.

MAY POLICE REPORT:

Motion:

Bill Bourke made a motion to accept the May Police Report, seconded by Walter McGrath and passed unanimously.

UPDATE:

- **New Employee** – Chief Lamberton stated that Maurice Vaccaro successfully passed his physical, psychological and background investigations and started employment on Monday June 7th.
- **Ordinances** – Roy Gross stated that Mount Pocono has passed all but the Peddlers Ordinance.
- **Accounting Program** – Kathy Sherman stated that the new accounting program is installed and running. She stated that she had 3 days of training on the Accounts Payable part of the program and all seems to be running well.
- **Control Center** – Bill Bourke stated that he had contacted PEMA and that they stated the study that they are conducting is a cost analysis only.
- **Future Police Headquarters** – Roy Gross indicated that this item would be discussed in Executive Session due to Real Estate issues.

NEW BUSINESS:

- **1st Quarter Budget Review** – Chief Lamberton stated that each member has a copy of the 1st Quarter Report to review.
- **Detective Position** – Chief Lamberton informed the Commission that the Internal interviews for the open Crime Room position had been completed and that Michael Robson was chosen to fill the opening.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURNMENT:

Motion:

James Frosco made a motion to adjourn the meeting, seconded by Bill Bourke and passed unanimously.

The meeting adjourned approximately 7:50 P.M.

EXECUTIVE SESSION: An Executive Session was held immediately following the Regular Business Meeting to discuss the Police Headquarters Project. The Executive Session began approximately 8:00 p.m. and adjourned approximately 8:45 p.m.

EXECUTIVE SESSION: An Executive Session was held on July 6, 1999 at the Mount Pocono Borough Building to discuss the Police Headquarters Project. The Executive Session began approximately 7:30 AM and adjourned approximately 8:40 AM.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
13 JULY 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN P LAMBERTON		-CHIEF OF POLICE
PETER QUIGLEY		-SOLICITOR

ABSENT:

EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
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CALL TO ORDER:

The 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 Roy Gross with the Pledge of Allegiance.

Mr. Gross indicated that there would be a brief Executive Session immediately following the Regular Meeting.

AWARDS CEREMONY: Linda Widden of Monroe County Job Training presented an award to Officer Debra Hartley.

Chief Lamberton presented Officer Charles LaRue with a Letter of Commendation.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 9 June 1999 and dispense with the reading, seconded by Harry Smith and passed unanimously.

APPROVE BILLS:

Motion:

Mario Scavello made a motion to accept the Bill-pack of 13 July 1999 in the amount of \$52,430.94, seconded by James Froscio and passed unanimously.

JUNE POLICE REPORT:

Motion:

Mario Scavello made a motion to accept the June Police Report, seconded by Patricia Moore and passed unanimously.

UPDATE:

- **Resolution 97-01** – Chief Lamberton read a letter from Paradise Township concerning the invoice for services and procedures for such invoicing. Representatives from Paradise Township were present to discuss future procedures and agreements. Peter Quigley will draw up draft agreements and a Work Session Meeting will be scheduled. Mario Scavello indicated that all surrounding municipalities without police departments be sent a copy.
- **Control Center** – Bill Bourke indicated that PEMA stated their study should be completed by the end of next month and that they will inform him of the date the presentation will be made to the Monroe County Commissioners. He also stated that, unofficially PEMA indicated they are going to recommend Enhanced 911.
- **Police Headquarters Project** – Chief Lamberton indicated that the options being explored for this project are: 1.) Renovation of the current Police Station, 2.) Purchasing Real Estate within the municipalities and building, 3.) Purchase an existing building and renovate.

NEW BUSINESS:

- **Y2K Planning** – Chief Lamberton stated that he has been attending the monthly meetings with the Monroe County Emergency Services concerning the Y2K. He stated that he needs a contact person from each municipality in charge of their Y2K Planning.
 - **Thornhurst Twsp. Regional Police Request** – Chief Lamberton indicated that he has received a call from Thornhurst Township inquiring about the possibility of a feasibility study being completed for them to join the Regional Department.
- ⇒ **Long Pond Road Bridge** – Patricia Moore raised her concerns about the closing of one lane on the bridge at Emerald Lakes with race weekend upcoming.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURNMENT:

Motion:

Patricia Moore made a motion to adjourn the meeting, seconded by Steve Schneider and passed unanimously.

The meeting adjourned approximately 8:10 P.M.

EXECUTIVE SESSION: An Executive Session was held immediately following the Regular Business Meeting to discuss the Police Headquarters Project and Personnel Matters. The Executive Session began approximately 8:20 p.m. and adjourned approximately 8:35 p.m.

EXECUTIVE SESSION: An Executive Session was held on August 5, 1999 at the Mount Pocono Borough Building to discuss the Police Headquarters Project. The Executive Session began approximately 7:30 AM and adjourned approximately 8:15 AM.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
10 AUGUST 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN P LAMBERTON		-CHIEF OF POLICE
PETER QUIGLEY		-SOLICITOR

ABSENT:

WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER

CALL TO ORDER:

The 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 Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

James Frosco made a motion to approve the Minutes of 13 July 1999 and dispense with the reading, seconded by Patricia Moore and passed unanimously.

APPROVE BILLS:

Motion:

Edward Rainsford made a motion to accept the Bill-pack of 10 August 1999 in the amount of \$101,106.91, seconded by James Frosco and passed unanimously.

JULY POLICE REPORT:

Motion:

Patricia Moore made a motion to accept the July Police Report, seconded by Edward Rainsford and passed unanimously.

UPDATE:

- **D.A.R.E.** – Chief Lamberton indicated that the D.A.R.E. Grant has been approved and we have been informed that the Pocono Mountain School District has approved a \$2500.00 donation for the 1999/2000 school year. Officer Laverty will be beginning his D.A.R.E. Program for the fall semester the second week of school at Coolbaugh Elementary (6 classes), Tobyhanna Elementary (6 classes) and Barrett Elementary (4 classes).

Steve Schneider asked if any other officers are trained to teach the D.A.R.E. classes. The Chief stated that at this time Officer Laverty is the only officer trained but he has looked into the possibility of training another officer.

- **Pension** – Chief Lamberton informed the Commission that the Quarterly Pension Meeting is scheduled for August 31 at headquarters.
- **Resolution 97-01** – Chief Lamberton indicated that Peter sent a draft agreement to Paradise Township Solicitor and is waiting for his comments before a committee meeting will be scheduled.
- **Control Center** – Bill Bourke indicated that PEMA expects the final report to be ready shortly after Labor Day.
- **Police Headquarters Project** – Chief Lamberton stated there is nothing new to update on the Building Project. They are still looking into the possibility of purchasing property to build, expanding the existing building or purchasing a building and renovating.

The next Executive Session for the Building Project will be held on September 2, 1999 at 7:00 A.M. at the Mount Pocono Borough Building.

NEW BUSINESS:

- **2nd Quarter Budget Review** – Each member received a copy of the 2nd Quarter Budget Report. Roy Gross requested all members to review the report and questions will be answered at the next meeting.
 - **Weapons Replacement Study** – Chief Lamberton stated that each member has received a copy of the study Officer McCarty conducted concerning the weapons our officers are currently using and the possibility of changing to another type of weapon. He requested that the Commission, for consideration in the budgetary process for next year, review the study.
- ⇒ Roy Gross read a letter from the FBI Scranton Office commending Chief Lamberton and the Pocono Mountain Regional Police Department Officers for their professionalism in assisting the FBI to apprehend a fugitive.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURNMENT:

Motion:

Edward Rainsford made a motion to adjourn the meeting, seconded by Patricia Moore and passed unanimously.

The meeting adjourned approximately 8:00 P.M.

EXECUTIVE SESSION: An Executive Session was held on September 2, 1999 at the Mount Pocono Borough Building to discuss the Police Headquarters Project. The Executive Session began approximately 7:00 A.M. and adjourned approximately 7:45 A.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
14 SEPTEMBER 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN P LAMBERTON		-CHIEF OF POLICE

ABSENT:

JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
PETER QUIGLEY		-SOLICITOR

CALL TO ORDER:

The 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 Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to table the Minutes of 10 August 1999 since there were not enough members present from that meeting to approve, seconded by Harry Smith and passed unanimously.

Roy Gross indicated that this item should be placed on the October Meeting Agenda.

APPROVE BILLS:

Motion:

Walter McGrath made a motion to accept the Bill-pack of 14 September 1999 in the amount of \$46,075.30, seconded by Mario Scavello and passed unanimously.

AUGUST POLICE REPORT:

Motion:

Mario Scavello made a motion to accept the August Police Report, seconded by Harry Smith and passed unanimously.

UPDATE:

- **Pension** – Chief Lamberton indicated that Act 205 requires an MMO be submitted to each municipality prior to September 30, therefore each Commission Member has a copy of the Preliminary 2000 MMO for the Police and Non-Uniform Pension Plans with the final MMO to be submitted after the 1/1/99 Actuarial Valuation is completed. The Preliminary 2000 MMO for Police is \$241,229.00 and the Non-Uniform is \$3203.00.

Chief Lamberton updated the Commission on the 2nd Quarter 1999 Pension meeting, which was held on August 31 with Spagnola-Cosack. The Plan gained approximately \$127,000.00 that brings the investments up to \$3.5 million with no investment changes recommended.

- **Control Center** – There was no update this month.
- **Police Headquarters Project** – Roy Gross indicated an Executive Session to discuss this topic would be held immediately following the Regular Meeting.
- **Weapons Replacement Study** – Officer Tim McCarty was present to answer any questions the Commission had regarding the Weapons Replacement Study that was supplied to them last month.
- **2nd Quarter Budget Review** – Chief Lamberton indicated that this item was given to the Commission at last months meeting for review and placed on the agenda this month should there be any questions.
- **Resolution 97-01** – Chief Lamberton indicated that Peter was supposed to get together with Paradise Township Solicitor but since he was not present we will place on the agenda for next month.

NEW BUSINESS:

- **Internship Program** – Chief Lamberton informed the Commission that our Intern Lucas Brey is a senior at the University of Scranton majoring in Law Enforcement. The Internship Program consists of 150 hours to be completed by December 1999.
- **A.E.D. Program (Automated External Defibrillator)** – Chief Lamberton stated that we have the opportunity to obtain a mini-grant through Lehigh Valley E.M.S. Council to purchase one or two A.E.D. The only cost to the department for these units would be to purchase replacement pads when needed.

Motion:

Mario Scavello made a motion to accept the grant that was applied for to purchase an Automated External Defibrillator, seconded by Edward Rainsford and passed unanimously.

- **Promotions** – Chief Lamberton recommended to the Commission that the process start to fill the Sergeant position that opened up last spring with the retirement of Sgt. Swiderski. He stated that he has been in contact with Nick Pelino from Harrisburg Area Community College. Mr. Pelino in conjunction with Harrisburg Area Community College conducts promotional testing for Sergeants, Lieutenants and Captains. He also suggested that this test be used in conjunction with an Oral Board Review to obtain an eligibility list for the Year 2000.

Motion:

Mario Scavello made a motion to hire Nick Pelino to conduct the Promotional Testing for the Sergeant positions to be filled in 2000, seconded by Patricia Moore and passed unanimously.

- **Hiring Year 2000** – Chief Lamberton suggested that we start the process to create an eligibility list for the Year 2000 hiring of police officers. He recommended the Commission reenact the written test for this eligibility list with the applicant paying the testing fee.

Motion:

Walter McGrath made a motion to move forward with the advertising to create a new eligibility list for the hiring of Police Officers for the year 2000, seconded by Harry Smith and passed unanimously.

- Mario Scavello voiced his concern about the design of the new intersection/traffic light on Route 940 and M&G Road. There was discussion concerning the dangerous situation the drivers will be in if the road opens as is. He recommended that each municipality and the Police Commission write a letter to PennDot voicing their concerns.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURNMENT:

Motion:

Patricia Moore made a motion to adjourn the meeting, seconded by Edward Rainsford and passed unanimously.

The meeting adjourned approximately 8:40 P.M.

EXECUTIVE SESSION: There was an Executive Session to discuss the Building Project immediately following the Regular Business Meeting. The Executive Session began approximately 8:45 P.M. and adjourned approximately 9:30 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
12 OCTOBER 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT POCONO	-TREASURER
STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN P LAMBERTON		-CHIEF OF POLICE
PETER QUIGLEY		-SOLICITOR

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Tobyhanna Township Municipal Building and called to order at 7:05 P.M. by Chairman Roy Gross with the Pledge of Allegiance.

Mr. Gross indicated that there would be a brief Executive Session immediately following the Regular Business Meeting to discuss Personnel and the Police Headquarters Project.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 10 August 1999 and 14 September 1999 seconded by Edward Rainsford and passed with Walter McGrath, Mario Scavello, Harry Smith and David Moyer abstaining from the 10 August 1999 Minutes and James Frosco abstaining from the 14 September 1999 Minutes.

APPROVE BILLS:

Motion:

Harry Smith made a motion to accept the Bill-pack of 12 October 1999 in the amount of \$64,539.63, seconded by Edward Rainsford and passed unanimously.

APPROVE SEPTEMBER POLICE REPORT:

Motion:

Walter McGrath made a motion to approve the September Police Report, seconded by James Frosco and passed unanimously.

UPDATE:

- Control Center - Mario Scavello indicated that the County has invested \$24,000 for the purchase of new telephones that will give us Basic 911. He stated this is the first step towards Enhanced 911.
- Police Headquarters Project - Chief Lamberton stated that he has started to tour some Police Stations to view their layouts.
- Resolution 97-01 - Chief Lamberton indicated that Paradise Township Solicitor sent Peter Quigley a letter dated 29 September 1999 stating that the Draft Agreement is under review by Paradise Township.
- Promotions - Chief Lamberton stated that the Sergeant Promotional Test has been scheduled for Saturday, 4 December 1999 at the Tobyhanna Township Municipal Building. 10 Officers have applied for the position. He indicated that the next step after the test would be the Oral Boards that will count for 60% of the score.
- Year 2000 Hiring - Chief Lamberton stated that the ad has been placed in the Pocono Record and the Morning Call and a copy of the advertisement has been sent to the four (4) local Police Academies. To date we have sent out 125 applications and received 20 completed applications to take the test. The test is scheduled for Saturday, 20 November 1999 at Tobyhanna Elementary Center.
- Highway Safety Equipment Grant - Chief Lamberton informed the Commission that we have received the Grant Funds of \$7100.00 to purchase the Breath Testing Device. The purchase will be made when the vendor has been approved.
- Weapons Replacement Study - Chief Lamberton stated that approximately half of the officers indicated that they would be interested in purchasing their duty weapon if the option is available when we decide to replace them.

NEW BUSINESS:

- **2000 Budget** - Chief Lamberton stated that he would like to schedule a Work Session Meeting to discuss the 1st Draft of the 2000 Budget which will be completed by the early part of next week. The Work Session Meeting was scheduled for Wednesday, 27 October 1999, at 7:00 P.M. to be held at the Mount Pocono Borough Building.

- Patricia Moore gave each Commission Member a letter requesting additional representation for Tunkhannock Township on the Commission. She stated the reason for the request is that Tunkhannock Township has intentions of adding approximately 20 Hours of Service next year. Mr. Gross indicated that this request would have to be taken back to each individual municipality for review and approval.

- Roy Gross read a letter from a Coolbaugh Township resident commending Officer Debra Hartley.

PUBLIC PARTICIPATION:

Jeff Evans indicated that the public perception of the Police Commission and the Police Department is very positive.

ADJOURNMENT:

Motion:

James Frosco made a motion to adjourn the meeting, seconded by Patricia Moore and passed unanimously.

The meeting adjourned approximately 8:05 P.M.

EXECUTIVE SESSION: An Executive Session was held immediately following the Regular Business Meeting to discuss the Police Headquarters Project. The Executive Session began approximately 8:15 P.M. and adjourned approximately 8:40 P.M.

EXECUTIVE SESSION: An Executive Session was held immediately following the Budget Work Session Meeting on 27 October 1999 at the Mount Pocono Borough Building to discuss Personnel Issues. The Executive Session began approximately 8:50 P.M. and adjourned approximately 9:20 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
9 NOVEMBER 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
PETER QUIGLEY		-SOLICITOR
JOHN P LAMBERTON		-CHIEF OF POLICE

ABSENT:

STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-SECRETARY
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CALL TO ORDER:

The 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 Roy Gross with the Pledge of Allegiance.

Mr. Gross indicated that there would be an Executive Session immediately following the Regular Meeting to discuss the Building Project.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 12 October 1999 and dispense with the reading, seconded by Harry Smith and passed unanimously.

APPROVE BILLS:

Motion:

Mario Scavello made a motion to accept the Bill-pack of 9 November 1999 in the amount of \$30,424.45, seconded by Edward Rainsford and passed unanimously.

OCTOBER POLICE REPORT:

Motion:

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

UPDATE:

- **Control Center** – Bill Bourke indicated that the Caller ID 911 would give the name and number of the person calling but not location. He stated that the thought process from FEMA was that we start with Basic 911 then upgrade to Enhanced 911 down the road. Discussion was had concerning the renaming of streets and addressing that would need to be completed by each municipality in combination with the Postal Service prior to implementing Enhanced 911.
- **Police Headquarters Project** – To be discussed in Executive Session.
- **Officer Phil Program** – Chief Lamberton stated that the Officer Phil Program was conducted at the North Campus Elementary, Msgr. McHugh, Coolbaugh Elementary and Tobyhanna Elementary reaching over 1000 children. The Chief indicated that the schools are interested in conducting the program again next year. He informed Jerry Lanski of the Officer Phil Program and he will start selling the advertisements this week.
- **Year 2000 Hiring** – Chief Lamberton stated that there are 98 applications were received to take the test for Police Officer which is scheduled for 20 November 1999 at Tobyhanna Elementary Center.
- **2000 Budget – Draft #4** – The Chief stated that each member was given Budget Draft #3 after the Budget Work Session Meeting which was held on 27 October 1999 but the following changes were to be made necessitating Budget Draft #4:
 1. Control Center – Changed the calculation between Police, EMS and Fire. In previous years it was 60% for Police but, according to Gary Hoffman from Control Center, the 1999 statistics for police increased dramatically, therefore, the calculation changed to 70% for Police which increased our budget approximately \$6,000.00.
 2. The other change was to the breakdown of hours per municipality showing 20 hours for Coolbaugh and 20 hours for Tunkhannock in Proposal #1 and 15 hours for Coolbaugh and 25 hours for Tunkhannock in Proposal #2.

Harry Smith stated that Coolbaugh would be taking an additional 15 hours, which leaves 5 hours to be picked up by another municipality. Discussion was had concerning the breakdown of

hours. Mario Scavello and Patricia Moore indicated that they would request their municipality split the 5 hours.

Motion:

Patricia Moore made a motion to approve the Total 2000 Budget of \$2,868,278.00 with the hours breakdown to be finalized next month, seconded by Mario Scavello and passed unanimously.

- **Weapons Replacement Study** – Chief Lamberton indicated that we have received a test weapon which the officers will be testing on the range these next two weeks during qualifications.
- **Tunkhannock Township: Additional Representation Request** – Patricia Moore stated that Tunkhannock Township has passed the necessary paperwork to add an additional member from Tunkhannock Township to the Commission. Chief Lamberton indicated that the additional hours that Tunkhannock Township is purchasing brings them up to 10%. Peter Quigley stated that each municipality would need to approve the request and then the Agreement would have to be changed.

NEW BUSINESS:

- **3rd Quarter Budget Review** – Chief Lamberton indicated that each Commission Member was given a copy of the 3rd Quarter Budget Report.
- Mario Scavello informed the Commission that effective 1 December 1999 he would be resigning as Mayor of Mount Pocono in order to prepare for his new position as Monroe County Commissioner and therefore he would be unable to remain on the Police Commission.

On behalf of the Commission, Roy Gross regretfully accepted Mario Scavello's resignation from the Pocono Mountain Regional Police Commission and wished him well.

- Chief Lamberton introduced our Intern, Lucas Brey, to the Commission.

PUBLIC PARTICIPATION:

Jim Ferguson asked the Commission to consider rearranging the meeting and putting them alphabetically starting with Coolbaugh, Mount Pocono, Tobyhanna then Tunkhannock.

ADJOURNMENT:

Motion:

Patricia Moore made a motion to adjourn the meeting, seconded by Harry Smith and passed unanimously.

The meeting adjourned approximately 8:25 p.m.

EXECUTIVE SESSION: An Executive Session was held to discuss the Building Project. The Executive Session began approximately 8:30 and adjourned approximately 9:00.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
14 DECEMBER 1999**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
STEVEN P SCHNEIDER	-TOBYHANNA TOWNSHIP	-TREASURER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
NANCY GOLOWICH	-BOROUGH OF MT. POCONO	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN P LAMBERTON		-CHIEF OF POLICE

ABSENT:

PETER QUIGLEY	-SOLICITOR
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CALL TO ORDER:

The 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 Chairman Roy Gross with the Pledge of Allegiance.

Mr. Gross introduced Nancy Golowich, the new Mayor of Mount Pocono and Representative on the Police Commission.

Mr. Gross also indicated that there would be a brief Executive Session immediately following the Regular Meeting concerning the Building Project and Personnel Matters.

APPROVE MINUTES:

Motion:

Walter McGrath made a motion to approve the Minutes of 9 November 1999 and dispense with the reading, seconded by Harry Smith and passed unanimously.

APPROVE BILLS:

Motion:

Patricia Moore made a motion to accept the Bill-pack of 14 December 1999 in the amount of \$124,564.90, seconded by Walter McGrath and passed unanimously.

NOVEMBER POLICE REPORT:

Motion:

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

UPDATE:

- **Police Headquarters Project** – George Albert, a Professional Engineer, of G & Albert Associates was present to give the Commission a background of his company and a presentation of the guidelines and steps that would need to be followed should they decide to move ahead with the Police Headquarters Project.
- **Control Center** – Bill Bourke indicated that there was nothing to update at this point since we are waiting for the new Monroe County Commission Board to take office.
- **Replace Treasurer** – Walter McGrath nominated Steve Schneider for the position of Treasurer, seconded by James Froscio. With no other nominations for Treasurer, Chairman Gross closed the nominations.

Motion

Walter McGrath made a motion to appoint Steve Schneider as Treasurer of the Pocono Mountain Regional Police Commission, seconded by Harry Smith and passed unanimously.

Replace Secretary – Steve Schneider nominated Patricia Moore for the position of Secretary, seconded by Harry Smith. With no other nomination for Secretary, Chairman Gross closed the nominations.

Motion

Walter McGrath made a motion to appoint Patricia Moore as Secretary of the Pocono Mountain Regional Police Commission, seconded by Edward Rainsford and passed unanimously.

- **Year 2000 Hiring** – Chief Lamberton indicated that interviews will be conducted with the top 20 candidates for the position of Patrol Officer on December 17 and December 18. He also requested the Commission to set a date for the second rounds of interviews for the top 8 candidates. The Commission set the date for December 28th at the Mount Pocono Borough Building beginning at 6:00 p.m.

The Chief also indicated that the advertisement for the Secretary/Receptionist ran in the Pocono Record for one week. He stated that 30 applications have been sent out and that he will be interviewing for that position beginning next week to fill 2 part-time evening positions.

- **2000 Budget – (Municipality Hours)** – Chief Lamberton indicated that the breakdown of the remaining 5 hours for the 2000 Budget needed to be confirmed. Patricia Moore stated that Tunkhannock Township would be purchasing 2.5 hours, Roy Gross stated that Mount Pocono would also be purchasing 2.5 hours.
- **Weapons Replacement Study** – Chief Lamberton advised the Commission that the test/evaluation weapon that we intend on purchasing was in his possession if anyone was interested in seeing it after the meeting.
- **Tunkhannock Township: Additional Representation Request** – Roy Gross stated that Mount Pocono had approved Tunkhannock Township's request to add an additional representative on the Commission. Tobyhanna and Coolbaugh indicated that they would be placing it on their agenda for January.
- **Promotion Process** – Chief Lamberton stated that the results for the Sergeants test conducted on Saturday, December 4th have been received and requested an interview date be set. The date of December 29th at the Mount Pocono Borough Building beginning at 5:30 p.m. was set for the interviews.
- **Pension** – Chief Lamberton gave the Commission a brief update regarding the 3rd Quarter Pension Meeting. He indicated that Mike Cosack had recommended changes in the investment portfolio. Copies are available for the Commission to review and comment on. The Chief forwarded the information to Bob Hackenberg for his opinion.

The Chief also stated that Mario Scavello was representative on the Pension Board and the open position would need to be filled.

Motion

Edward Rainsford made a motion to appoint Steve Schneider to the open position on the Police Pension Board, seconded by Patricia Moore and passed unanimously.

NEW BUSINESS:

- **Resolution 99-02: Transfer Unencumbered Monies** – Chief Lamberton informed the Commission of one change that needed to be made on Resolution 99-02. The change is to Account #01.410.131 in the From Account column, change from \$-26,355.00 to \$-33,355.00 and then change Account #01.410.250 in the To Account column from \$8,000.00 to \$15,000.00.

Motion

Patricia Moore made a motion to adopt Resolution 99-02: Transfer of Unencumbered Monies with the recommended change, seconded by Edward Rainsford and passed unanimously.

- **Resolution 99-03: Establish a Procedure for the Sale of Surplus** –

Motion

James Frosco made a motion to adopt Resolution 99-03: Establish a Procedure for the Sale of Surplus, seconded by Harry Smith and passed unanimously.

- **Set Reorganization Meeting Date** – Roy Gross set the Reorganization Meeting date for January 11, 2000 at 7:00 p.m. to be held at the Coolbaugh Township Municipal Building and directed Kathy Sherman to advertise the meeting.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURNMENT:

Motion:

Edward Rainsford made a motion to adjourn the meeting, seconded by James Frosco and passed unanimously.

The meeting adjourned approximately 8:30 p.m.

EXECUTIVE SESSION: An Executive Session was held to discuss the Building Project. The Executive Session began approximately 8:55 and adjourned approximately 9:30.