

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REORGANIZATION/REGULAR BUSINESS MEETING
11 JANUARY 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
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EXECUTIVE SESSION:

There was an Executive Session to discuss Personnel issues. The Executive Session began approximately 6:00 pm and ended approximately 7:10 pm.

CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:15 p.m. by Chief Harry Lewis with the Pledge of Allegiance.

REORGANIZATION:

Nominations for Chairman:

The Chief opened the floor for nominations for the position of Chairman of the Pocono Mountain Regional Police Commission for 2011.

John Kerrick made a motion to nominate Roy Gross for Chairman, seconded by Robert Hutchins. With no additional nominations for Chairman, John Kerrick made a motion to close nominations, seconded by Francis DePiano. The motion to re-appoint Roy Gross Chairman passed unanimously.

Nomination for Vice – Chairman:

Chairman Roy Gross requested nominations for Vice – Chairman.

Robert Hutchins made a motion to nominate John Kerrick for Vice-Chairman, seconded by Jamie Keener. With no additional nominations for Vice –Chairman, Robert Hutchins made a motion to closed nominations, seconded by Frances DePiano. The motion to re-appoint John Kerrick Vice-Chairman passed unanimously.

Nominations for Treasurer:

Chairman Roy Gross opened the nominations for Treasurer.

Daniel McDavitt made a motion to nominate Francis DePiano for Treasurer, seconded by Joseph Warriner. With no additional nominations for Treasurer, Robert Hutchins made a motion to close the nominations, seconded by John Kerrick. The motion to re-appoint Francis DePiano passed unanimously.

Nominations for Secretary:

Chairman Roy Gross requested nominations for Secretary.

James Frutchey made a motion to nominate Robert Hutchins for Secretary, seconded by Francis DePiano. With no additional nominations for Secretary, John Kerrick made a motion to close the nominations, seconded by Francis DePiano. The motion to re-appoint Robert Hutchins passed unanimously.

Appointment for Solicitor:

Chairman Roy Gross requested appointments for Solicitor.

Francis DePiano made a motion to retain Harry Coleman as Solicitor, seconded by Robert Hutchins. The motion passed unanimously to re-appoint Harry Coleman Solicitor.

Nominations for Police Pension & Non-Uniform Pension Representative:

Chairman Roy Gross requested appointments for the Police Pension and Non-Uniform Pension Representatives.

Francis DePiano made a motion to re-appoint Harry Smith for the Police Pension & Non-Uniform Pension Representative, seconded by Joseph Warriner. Francis DePiano made a motion to close the nominations, seconded by Joseph Warriner. The motion to re-appoint Harry Smith Police Pension & Non-Uniform Pension Representative passed unanimously.

Chief Lewis stated that a motion is required so that we can remove Lynn Kelly and appointing Francis DePiano as a Trustee signer on the Non-Uniform Pension Account, Vanguard requires either a signature or official minutes.

Robert Hutchins made a motion to appoint Francis DePiano for Non-Uniform Pension Trustee signer and remove Lynn Kelly, seconded by John Kerrick. The motion passed unanimously.

John Kerrick made a motion to close the reorganization portion of the meeting, seconded by Francis DePiano. The motion passed unanimously.

SWEARING IN CEREMONY:

Chairman Roy Gross conducted the swearing in of Kristopher Vogt from Acting Sergeant to Sergeant. Chief Lewis commented on a job well done by Sgt. Kris Vogt.

BREAK 7:25 – 7:30

After the break Sgt. Kristopher Vogt updated the commission on firearms pertaining to problems with the Glock 22 Generation 3 handgun currently used by our officers. The department currently has 40 of these weapons between 2 to 5 yrs old. There has been an issue with these guns jamming. Vogt explained while in the process of looking into rebuilding the springs on these magazines they found that Glock has come out with a newer model Glock Generation

4 that has been redesigned to solve the problem of the jamming. We were quoted a price of \$409.00 with a trade in of \$265.00 on each of our current gun inventory leaving a remaining balance of \$144.00 per gun.

The Chief commented that the cost of this purchase is contained in the firearms budget.

Motion:

Robert Hutchins made a motion to purchase 41 of the new Glock Generation 4 handgun, seconded by Francis DePiano. Motion passed unanimously.

APPROVE MINUTES:

Motion:

Daniel McDavitt made a motion to approve the Minutes of December 14, 2010 meeting, seconded by Joseph Warriner.

Daniel McDavitt had one more correction. He stated that he had spoken to Kathy this afternoon and had made several grammatical corrections but that he had missed one. On page 2 for the motion to accept the November Police Report the seconded should read Joseph Warriner not John.

Motion passed unanimously with the stated correction.

APPROVE BILLS:

Motion:

James Frutchey made a motion to approve the Bill-pack of 11 January 2011 in the amount of \$458,259.40 seconded by Francis DePiano.

Daniel McDavitt questioned if there was a difference in the gas bill pertaining to the renovations that were done last year. John Kerrick mentioned that is much warmer in the attic. Kathy mentioned that we are keeping track of the usage in gallons.

With no additional questions or comments on the bill-pack the motion passed unanimously.

DECEMBER POLICE REPORT:

Total calls for the month of December were 1154 consisting of 1050 Complaints and 104 Accidents. There were a total of 121 Criminal Arrests, 334 Traffic Arrests, 361 Traffic Warnings and 28 Ordinance Arrests.

Chief asked if anyone had specific questions on calls or hours. Open discussion took place. Chief explained that all information brought before the commission is from reports made from data given in by the officers.

Motion:

Francis DePiano made a motion to accept the December Police Report, seconded by Daniel McDavitt.

UPDATE:

- **Accreditation** – Chairman Gross asked where we were on the process. The Chief explained that the assessment is coming up and turned the floor over to Lt. Wagner for explanation of the process.

Lt. Wagner explained that all policies are in place. PA Chiefs of Police Association will come in to review how our operation is run. Proofs of compliance of the policies must be proven to the assessors. A mock assessment is scheduled for January 26th. The PA Chiefs and the Accreditation Coalition sends in mock assessors go through our files looking for any deficiencies in our process. We then repair any deficiencies and move on the actual assessment. Lt. Wagner expressed that if all goes well we should be an accredited department by spring.

- **Capital Spending** – Chief expressed his concerns regarding the motion made at the November meeting putting a cap on capital spending that anything exceeding \$2500.00 would need the approval of commission. The Chief was not present at that meeting and felt it needed some clarification. Specific questions that he is inquiring about are with no police cars in the budget, if there was an emergency at the end of the year that we would need to buy a car, and our computer lease is expiring this year, we did calculate an amount in the budget to upgrade. Robert Hutchins clarified that it was for new capital purchases that were not included in the budget. If the purchase will affect the budget then it needs approval. There was open discussion on upgrading the computers.

NEW BUSINESS:

- **Snow Removal** - Discussion was had concerning the plowing of the department parking lot. Currently Randy Hoffman plows the parking lot and shovels the sidewalks. It was suggested to get 3 quotes for snow removal contract and to keep in mind that whoever gets the contract would have access to our building so background investigations must be done.
- **Set 2011 Meeting Dates:**

Motion:

Dave Moyer made a motion to hold the Commission Meetings for 2011 on the second Tuesday of each month and to advertise, seconded by Jamie Keener. The motion passed unanimously.

In reading the minutes from last month the Chief wanted to comment on a request to provide the commission with the cost of promotions over the life of the contract. Excluding Sgt. Kris Vogt, with one Sergeant Promotion and one Corporal promotion it would cost the commission approximately \$3,000.00 per year over the life of the contract.

Chairman Gross suggested that we hold off making that decision for now. It will be evaluated by the commission. He also stated that there would be a brief Executive Session after the meeting.

PUBLIC PARTICIPATION:

Daniel McDavitt asked about a comment regarding a roof leak. The Chief explained that one of the exhaust fans where snow had blown into the vent and rested on the insulation caused a leak in the locker room. It is something that will easily be remedied.

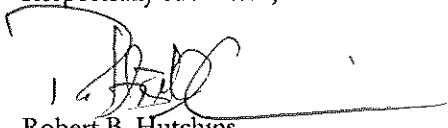
ADJOURNMENT:

Motion:

Francis DePiano made a motion to adjourn the meeting, seconded by James Frutchey. The motion passed unanimously.

The meeting adjourned approximately 8:18 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

EXECUTIVE SESSION: There was an Executive Session to discuss Personnel. The Executive Session began approximately 8:25 pm and ended approximately 9:00 pm.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REORGANIZATION/REGULAR BUSINESS MEETING
8 FEBRUARY 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER

Work Session took place from 6:35 to 6:55 to discuss replacing uniforms. Attendance included: Roy Gross, Jamie Keener, John Kerrick, Robert Hutchins, David Moyer, Joseph Warriner, Daniel McDavitt Francis DePiano, Chief Lewis and Stacey from Elbeco.

CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:00 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

SWEARING IN CEREMONY:

District Magistrate Anthony Fluegel swore in new officer Eric Rath.

BREAK 7:05 -- 7:08

APPROVE MINUTES:

Motion:

Daniel McDavitt made a motion to approve the Minutes of January 11, 2011 meeting, seconded by Francis DePiano. Motion passed unanimously.

APPROVE BILLS:

Motion:

Francis DePiano made a motion to approve the Bill-pack of 8 February 2011 in the amount of \$ 95,633.68 seconded by Jamie Keener. The motion passed unanimously.

JANUARY POLICE REPORT:

Total calls for the month of January were 1180 consisting of 1095 Complaints and 85 Accidents. There were a total of 143 Criminal Arrests, 384 Traffic Arrests, 414 Traffic Warnings and 9 Ordinance Arrests.

Chief explained how the daily assignment of zones works into the hours for each municipality and that these hours are based on the percentage the municipality purchases.

Dave Moyer discussed the Vehicle Expense Report stating that he would like to see how many gallons per mile each vehicle was using. Fuel costs should be pulled out of the maintenance line. Maintenance on vehicles should be tracked separately.

The Chief discussed his plan to simplify data by using information that can be entered into the Cody System which will supply us with the reports needed to analyze this information.

Motion:

Francis DePiano made a motion to accept the January Police Report, seconded by Jamie Keener. The motion passed unanimously.

UPDATE:

- **Accreditation** –

Mock Assessment – Lt. Wagner informed the Commission that the Mock Assessment took place on February 1, 2011. He explained that three assessors started a dry run but they did not complete the process due to bad weather. The rest of the process will be completed this Friday. With the review of our policies they will recognize and address potential problem areas that would need to be fixed. They will offer suggestions for a successful accreditation. The mock ran smoothly but there are some documentation areas that need to be addressed. Lt. Wagner is hopeful that the accreditation will take place this spring. Chief Lewis stated that the accreditation banquet will take place in July where the Department will receive a plaque and certificate.

Chairman Gross stated that this is a great accomplishment for the department.

- **Pension** – Chief Lewis stated that a letter was received from Public Employee Retirement Commission requiring a Plan for Administrative Improvement Under Act 205, Section 607(i) be submitted before the next cost certification or our State Aid can be withheld. Tom Zimmerman submitted a template for us to use for submission to the State. Discussion continued. Chief stated he would contact Tom Zimmerman to get more information and forward to the commission.

Motion:

Robert Hutchins made a motion to forward a letter to the Public Employee Retirement Commission stating that action is being taken to adopt a plan and we should have implementation at our March meeting seconded by Jamie Keener. The motion passed unanimously.

- **Community Events** – Chief Lewis reviewed the Community Events and stated that Blue Ridge Cable 13 did a story on our department portraying the department in a positive light.

NEW BUSINESS:

- **Uniforms** – Chief Lewis requested the Commission to consider replacing the officer's uniforms as was presented in the Work Session earlier. Discussion continued concerning the timeframe for phasing the new uniforms in.

Motion:

Jamie Keener made a motion to authorize a purchase of new uniforms up to \$10,000; motion was seconded by Francis DePiano. The motion passed unanimously.

- **Computer Updates** – Chief updated the Commission on the status of our computer updates. He indicated that he is actively looking for grants to help absorb any additional funds over the \$44,000.00 that covers the server only upgrade.

OTHER BUSINESS

- Chief Lewis requested any comments or questions regarding the sale of MP5's.

Motion:

Robert Hutchins made a motion to move along with the sale of MP5 firearms, based on the letter from Harry Coleman, seconded by Jamie Keener. The motion passed unanimously

- Jamie Keener, Chairman of the Safe 80 Task Force discussed Safe 80 regarding texting and cell phone use. Safe 80 will be reaching out to the schools, hopefully with some help from the SRO's to help educate the young drivers.

Roy Gross indicated that there would be a brief Executive Session immediately following the meeting

Motion:

Robert Hutchins made a motion to place the furniture back to the way it use to be seconded by Joseph Warriner. Motion passed unanimously.

PUBLIC PARTICIPATION:

Jamie Keener sated they received a letter indicating that March is the rollout for street addressing for Tobyhanna Township.

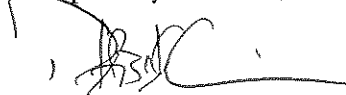
ADJOURNMENT:

Motion:

Jamie Keener made a motion to adjourn the meeting, seconded by Francis DePiano. The motion passed unanimously.

The meeting adjourned approximately 8:10 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

EXECUTIVE SESSION: There was an Executive Session to discuss Personnel. The Executive Session began approximately 8:15 pm and ended approximately 9:00 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
8 MARCH 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER

CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:03 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

Daniel McDavitt made a motion to approve the Minutes of 8 February 2011 meeting, seconded by Joseph Warriner. Motion passed with James Frutcheby abstaining.

APPROVE BILLS:

Motion:

Francis DePiano made a motion to approve the Bill-pack of 8 March 2011 in the amount of \$ 182,745.00 seconded by Daniel McDavitt. Dan McDavitt commented the details of the bill pack were very helpful. The motion passed unanimously.

FEBRUARY POLICE REPORT:

Total calls for the month of February were 938 consisting of 854 Complaints and 84 Accidents. There were a total of 126 Criminal Arrests, 458 Traffic Arrests, 441 Traffic Warnings and 11 Ordinance Arrests.

Chief explained how using the Cody Records Management System to obtain all reports is more efficient then obtaining the reports from different programs as was done previously. We are in the process of using the Cody system to its full potential.

Chief commented that there were no sexual offenses reported for the month, DUP's have been steady, and it was a good month for drug enforcement with several search warrants in Mt Pocono and Coolbaugh that were very successful.

Lt. Lavery discussed the Fleet – There are some issues with steering systems due the road improvements needed at this time of year. We are still having some problems with the Durango's. Vehicles are brought to Rinehart's for repair and the issues are not able to be recreated at the dealership.

Joseph Warriner asked if a cap has been placed on when a vehicle would get replaced. Lt. Lavery continued to explain that vehicles are replaced on a cost efficient basis by keeping track of how much is being spent on each vehicle for repairs. Lt. Lavery referred to the Vehicle Expense Report Master Sheet that is now included with the meeting reports.

Jamie Keener made a request to document that the difference in the Monthly report figures are due to the conversion of using the Cody system for the reporting of all stats.

Motion:

James Frutchey made a motion to accept the February Police Report, seconded by Jamie Keener. The motion passed unanimously.

UPDATE:

• **Pension** –

Chief received a letter on March 2, 2011 accepting our Plan for Administrative Improvement.

There was a pension meeting with PFM, the Chief stated, (referring to page 2.5 Summary of Financial Reconciliation) as of December 31, 2010 the figure was up 9 million.

Robert Hutchens asked what the benchmark would be to be considered out of the distress level. The Chief commented that he would look into this and get a figure for the commission.

• **Accreditation** –

Mock Assessment – Lt. Wagner informed the Commission that the Mock Assessment took place on February 1, 2011. The mock assessment concluded after last month's commission meeting. Once the assessment was concluded; Lt. Wagner went through the official report from the assessors stating that there is some work to be done, but it is all minor revisions. These revisions include amendments to:

- a) 6-3 Weapons Qualifications
- b) 9-2 Strip and Body Cavity Searches
- c) Strip and Body Cavity Search Form

Motion:

Robert Hutchins made a motion approve the amendments to: a) 6-3 Weapons Qualifications, b) 9-2 Strip and Body Cavity Searches, c) Strip and Body Cavity Search Form – seconded by Joseph Warriner. The motion passed unanimously.

• **Special Thanks** – Chief Lewis reviewed e mail from a neighbor in Mt Pocono for job well done.

Additionally, a Certificate of Appreciation was presented to PMRPD K9 from Kiwanis Club of the Poconos.

It was requested that administration from PMRPD be present at monthly municipality meetings on a rotating basis. Starting with first Monday in April for Tunkhannock, and second Monday in April for Tobyhanna.

NEW BUSINESS:

- **Foundation Financial Statements** – Chief Lewis requested any questions will be taken at a later time.
- **Run for the Red** – May 15, 2011 – the route has been changed to start at TEC.

PUBLIC PARTICIPATION:

Jamie Keener stated they received a letter indicating that March is the rollout for street addressing for Tobyhanna Township.

ADJOURNMENT:

Motion:

Jamie Keener made a motion to adjourn the meeting, seconded by Francis DePiano. The motion passed unanimously.

The meeting adjourned approximately 7:40 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
12 APRIL 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
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CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:05 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

Jamie Keener made a motion to approve the Minutes of 8 March 2011 meeting, seconded by Daniel McDavitt. Motion passed with John Kerrick, David Moyer and Harry Smith abstaining.

APPROVE BILLS:

Motion:

Jamie Keener made a motion to approve the Bill-pack of 12 April 2011 in the amount of \$ 248,223.55 seconded by Daniel McDavitt. The motion passed unanimously.

MARCH POLICE REPORT:

Total calls for the month of March were 1161 consisting of 1082 Complaints and 79 Accidents. There were a total of 176 Criminal Arrests, 391 Traffic Arrests, 237 Traffic Warnings and 10 Ordinance Arrests.

Francis DePiano asked if Dave Moyer was pleased with the Vehicle Expense Report. Dave Moyer suggested that the mileage logged sheet and the vehicle expense report should be all one report as it would be easier to see an overall picture of the performance of the vehicle. He offered to get together with Lt. Laverty to update the report. Open discussion took place on maintenance of vehicles. John Kerrick commented that time spent on a repair by Tom should be figured in to maintenance. Discussion of tracking idle time of the vehicles relating to fuel mileage was also mentioned. Daniel McDavitt asked if the Chief could comment on the "assist to" on the Police Report. The Chief explained that if an agency calls for help or support to find a fugitive or for background information about an individual or residence we do comply with their request and we are also required to do a report stating that we did assist them so we get credit for the assist.

Motion:

Francis DePiano made a motion to accept the March Police Report, seconded by James Frutchey. The motion passed unanimously.

UPDATE:

• **Grants** –

Chief Lewis updated the commission on the Buffer Zone Grant – through Homeland Security. He explained that some adjustments must be made to our request for the \$195,000 worth of equipment, however, it looks promising.

LSA Grant – for building expansion- the financial authority will not be meeting until June to make any determinations.

• **Pension** –

Chief referred to an email from Tom Zimmerman in reference to Robert Hutchins question from last meeting pertaining to a benchmark to be considered out of the distress level. Mr. Zimmerman's email explained that to be considered in no distress a plan must be at least 90% funded. Currently the pension plan is considered moderately distressed. Mr. Zimmerman feels that by the 1-1-2011 valuation the plan will fall into the minimally distressed category at approximately 80%.

Robert Hutchins stated that he was satisfied with Mr. Zimmerman's definition of "moderately distressed."

Harry Smith stated that we were very close to 85%.

• **Accreditation** –

Lt. Wagner explained that he is still working on some Policy minor revisions and he is hopeful that the accreditation will take place in June. Lt. Wagner stated that there are three Chapters in the accreditation process, he is through two chapters and will be starting the third this week. He expects next month commission meeting will have the remainder of the revisions. Current revisions include amendments to:

- a) 5-3 Recruit Level Training
- b) 7-1 Pursuit of Motor Vehicles Directive
- c) 8-4 Legal Process
- d) 13-7 Missing Children
- e) 13-8 Protection from Abuse Act

Policy Review:

- a) 16-12 Bearcat Policy

Motion:

Daniel McDavitt made a motion approve the amendments to: a) 5-3 Recruit Level Training, b) 7-1 Pursuit of Motor Vehicles Directive, c) 8-4 Legal Process, d) 13-7 Missing Children, e) 13-8 Protection from Abuse Act, along with the adoption of Policy 2) 16-12 Bearcat Policy, motion was seconded by Francis DePiano. The motion passed unanimously.

- **Community Events/Special Thanks** – Chief Lewis reviewed the list of community Events that took place during the month of March. This included two tours of the building, a K9 presentation and an assembly on distracted driving.

Daniel McDavitt thanked the Chief and Lt. Wagner for attending the last council meeting in Mt. Pocono.

NEW BUSINESS:

- a) Bearcat Presentation

*At the request of the Chief the meeting was to be moved to the garage area where Lt. Wagner would give a presentation of the Bearcat.

At this time the meeting moved to Public Participation.

PUBLIC PARTICIPATION:

Bill Byron – Penn Forest Township- the Warrior Dash Race will be held the same weekend of the June Pocono Race.

Mike Gillian- Commented on a recent article referring to the differences between State Police vs. PMRPD regarding arrests and use of radar.

Jamie Keener – commented on the radar issue being addressed at the Safe 80 Task Force meetings by Stroud Area Regional who is working on a study about Radar to be brought before legislation.

Vincent Massaro- referred to a recent incident regarding pit bulls found on Route 196 adding possible information.

*Meeting was adjourned to the Garage area for presentation of Bearcat.

- a) Bearcat Presentation

Lt. Wagner explained the purpose and importance of the Bearcat. He expressed that it will be used strictly for SWAT call outs. Previously, the department would have to borrow a similar vehicle from Scranton or Bethlehem adding crucial response time for this type of call out. He continued that this vehicle is a regional asset that was purchased with \$287,000 of federal grant money through The Northeast Pennsylvania Regional Counter –terrorism Task Force and can be leased to other departments.

The Chief commended Lt. Wagner on his efforts and determination to secure this type of vehicle for our department.

ADJOURNMENT:

Motion:

Jamie Keener made a motion to adjourn the meeting, seconded by Francis DePiano. The motion passed unanimously.

The meeting adjourned approximately 7:54 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

EXECUTIVE SESSION: There was an Executive Session to discuss Personnel. The Executive Session began approximately 8:00 pm and ended approximately 9:00 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
10 MAY 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE

ABSENT:

ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY COLEMAN		-SOLICITOR

CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:01 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

James Frutchey made a motion to approve the Minutes of 12 April 2011 meeting, seconded by John Kerrick. Motion passed unanimously.

APPROVE BILLS:

Motion:

Daniel McDavitt made a motion to approve the Bill-pack of 10 May 2011 in the amount of \$ 127,919.31 seconded by Francis DePiano. The motion passed unanimously.

APRIL POLICE REPORT:

Total calls for the month of April were 1122 consisting of 1061 Complaints and 61 Accidents. There were a total of 129 Criminal Arrests, 305 Traffic Arrests, 347 Traffic Warnings and 4 Ordinance Arrests.

Chief Lewis stated that it was a quiet month for calls and the hours were equally distributed. Tobyhanna & Tunkhannock were under in hours in consideration of the upcoming Run for the Red and race season.

Motion:

Francis DePiano made a motion to accept the April Police Report, seconded by Joseph Warriner. The motion passed unanimously.

Vehicle Report - Chairman Roy Gross asked if the Vehicle report was more to the specifications of what Dave Moyer was requesting. Mr. Moyer stated he made a spread sheet and would meet with the Chief and Sgt. Caponigro to discuss.

Open discussion took place on the mileage of vehicles. Dave Moyer commented that the total mileage seemed to be dropping. The Chief commented that the officers are doing some stationary patrol and additionally, we now have more bike officers that are driving to a location and riding the bikes. Also there is more investigating than actual patrol going on right now.

UPDATE:

- **Grants** – LSA Grant – for building expansion- Chief Lewis reported that unfortunately for the second year in a row we were denied approval for LSA Grant. Chief also mentioned that although we did not receive the grant there are still some things that need to be updated in our facility and he would like to get quotes for some of these projects. Specifically mentioned was some painting and to increase our security by getting a gate to stop traffic from driving around the building. He also mentioned the plan for a public meeting room in the basement. Additionally, the Chief made mention that the hot water heater is broken and we have received one quote for \$9,000.00 to replace it. He will be obtaining additional quotes this week.
- **Run for the Red** – With the re-routing of the race this year in comparison to last year 11 officers were on overtime equaling 32 hours of overtime paid. This year we are using 8 officers total in comparison to 25 last year, 3 officers will be on overtime with a projected 9 hours of overtime total.

- **Accreditation** –

The assessment will take place the week after the race. The Chief expressed that if all goes well we would receive our accreditation at the July - PA Chief of Police Conference in Lancaster. There are some minor modifications that were suggested to us by the mock assessment these modifications include amendments to:

- a) 6-3 Weapons Qualification
- b) 10-2 Temporary Holding Area
- c) 10-3 Temporary Holding Cell Area

Motion:

Daniel McDavitt made a motion approve the modifications to: a) 6-3 Weapons Qualification, b) 10-2 Temporary Holding Area, c) 10-3 Temporary Holding Cell Area, motion was seconded by John Kerrick. The motion passed unanimously.

- **Community Events/Special Thanks** – Chief Lewis reviewed the list of community Events that took place during the month of April. This included events with the School District, MCCC with SWAT team and K9 unit. National Prescription Take Back Day sponsored by the DEA. Our department collected 35 lbs of unwanted, unused or expired prescription drugs.

NEW BUSINESS:

- a) June 2011 Nascar Event – June 10-12 – the federal government has cut back on assets that have been present in years past. With the current situation of our economy many of these agencies have cut back their commitment to us. We have been advised that the Sherriff's office will not be present to help on traffic posts due to budget restrictions. There will be a bomb tech from the FBI out of Scranton. SARPD usually provides us 2-3 motorcycle units, the DA's office will be sending a couple of county detectives.
- b) PMRPF 2nd Annual Event - Save the date flyers- October 15-16. Saturday the 15th will be a golf tournament along with silent auction and raffle at Pocono Manor with special guest John Spagnola. On Sunday the 16th the 5K Run will take place at Pocono Mountain West High School.
- c) Panther Pounce 5K Road Race May 22nd – Tobyhanna Elementary Center - this does involve some of our bike officers and some road closures in and around Pocono Pines.

- d) 1st Quarter 2011 Budget Review – Sgt. Anthony Caponigro went over some recent repairs that have significantly affected the line item. Harry Smith referred to line item 358.001, 358.003 and 358.004 Police Services, questioning the absence of 358.002. Kathy Matisak stated that Mt. Pocono may not have paid until April therefore; it would not show on until the next report.
- e) Recommendation – Due to the pending litigation with the original contractor (Costanzo), we have been recommended by Harry Coleman to appoint a committee to be liaison from the commission to Harry Coleman and additionally, retain the services of Sylvia Hoffman from MKSD as needed should this issue go to court.

Motion:

Francis DePiano made a motion appoint Jamie Keener and John Kerrick as liaison and to hire Sylvia Hoffman as needed as a consultant should we need to go to court. Motion was seconded by Harry Smith. The motion passed unanimously.

PUBLIC PARTICIPATION:

None

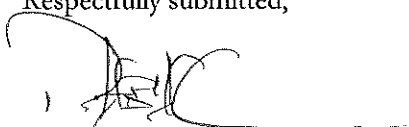
ADJOURNMENT:

Motion:

Francis DePiano made a motion to adjourn the meeting, seconded by James Frutchey. The motion passed unanimously.

The meeting adjourned approximately 7:44 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

EXECUTIVE SESSION: There was an Executive Session to discuss Personnel. The Executive Session began approximately 8:00 pm and ended approximately 9:00 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
14 JUNE 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
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CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:00 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

Swearing in Ceremony:

Officer Nick Mecca to Corporal

Corporal Charles Larue to Sergeant: Both were promoted by Chief Harry Lewis, sworn in by Chairman Roy Gross

APPROVE MINUTES:

Motion:

Joseph Warriner made a motion to approve the Minutes of 10 May 2011 meeting, seconded by James Frutchey. Motion passed with Robert Hutchins abstaining.

APPROVE BILLS:

Motion:

Frances DePiano made a motion to approve the Bill-pack of 14 June 2011 in the amount of \$ 194,705.31 seconded by Joseph Warriner. The motion passed unanimously.

Daniel Mc Davitt questioned using Verizon as communications carrier. The Chief stated that we looked into AT&T but sees no need to change at this point Verizon is currently working on the best package for us. Harry Smith asked about the bill for uniforms. The Chief explained that was the change in fabric from polyester cotton to polyester that was voted on last year. Joseph Warriner asked if we considered changing carrier from PPL. Chief stated that we haven't recently looked into that.

MAY POLICE REPORT:

Total calls for the month of May were 1267 consisting of 1190 Complaints and 77 Accidents. There were a total of 161 Criminal Arrests, 368 Traffic Arrests, 390 Traffic Warnings and 8 Ordinance Arrests.

Chief Lewis stated that calls are down for the year. Chief reiterated that we now have a more accurate picture of the reporting of calls. We are down 11 arrests from last year however, in the last two days there were 12 -15 criminal arrests from proactive traffic stops and proactive activity from our officers. Robert Hutchins questioned the difference in hours between Coolbaugh and Tobyhanna. The Chief explained that resources had to be taken out of the other municipalities to deal with the homicide case in Coolbaugh. He continued to explain that homicide even though it is one incident takes hundreds of hours of work.

Motion:

John Kerrick made a motion to accept the May Police Report, seconded by Francis DePiano. The motion passed unanimously.

Vehicle Report - Chief expressed his concerns for the vehicles with high mileage and not budgeting for any vehicles this year; he questions what effect will this have next year, should more vehicles need to be replaced. He stated that historically vehicles were usually out of service at 120,000 to 150,000. Open discussion took place. Robert Hutchins asked if there could be a YTD balance forward on the vehicle report. Dave Moyer stated that he has a chart that he is working on that will determine how many miles and what is being spent to help decide how many miles we want to run the vehicles to and how many vehicles we need to purchase.

UPDATE:

- **June 2011 NASCAR Event – June 10th -12** – Chief stated that during the race on Sunday there was only 1 criminal arrest. There was a lot of positive feedback on police presence. Stroud Area sent 3 motor cycle officers, our 6 Mountain Bike patrols were in the infield; along with the K9 patrol DA's office sent two County detectives to help with patrol while State Police took all of our traffic posts outside the track.
- **Run for the Red** – Chief stated that in less than two hours everyone was out of our jurisdiction our overtime was approximately 8 hrs at the most for the entire event with almost 1000 people present for the event. Lt. Laverty thanked the Tobyhanna Township Fire Department for providing the traffic control.
- **Pension** – Chief along with Harry Smith met with PFM Advisors. Chief reported that the first quarter of this year we gained 300,000 for the year we are up 994,000.
- **Accreditation** –
The final assessment will take place Thursday and Friday. Lt. Wagner explained the walk around assessment process. A tour of the building will take place in each area and what takes place there will be explained. Additionally, speeches will be given detailing the day to day operations, handling pursuits, search warrants, specialized vehicles etc. During that process we hope to cover a good amount of the standards therefore showing we are in compliance. Files will then be examined showing documentation and proof that each one of our standards are being followed on a day to day basis.
- **PMRPF Foundation 2nd Annual Event October 15-16** – Chief reminded the commission of the upcoming event and the dates.
- **Community Events/Special Thanks** – Chief Lewis reviewed the list of community Events that took place during the month of May. This included a Certificate of Appreciation for the Run for the Reds. Also received a was a thank you letter from the special agent in charge of the DEA - specifically Detective Chris Boheim for the prescription drug collection where we took in 35 lbs of unwanted, unused or expired prescription drugs. The Chief also made mention that Lt. Wagner has finished his undergraduate degree at Penn State with the highest GPA in his class earning his Bachelor of Arts and Criminal Justice

NEW BUSINESS:

- a) Committee for Contract – Physical Fitness and possibility of two tier retirement. Chief Lewis spoke to the union at the commissions' request to set up a meeting. The following dates were mentioned: Saturday June 18, Saturday July 9 and Tuesday July 19. It was decided the negotiating committee; Dave Moyer, Francis DePiano, Roy Gross and Harry Smith will meet 7:00 P.M. on July 19 with the union.

PUBLIC PARTICIPATION:

Valarie Sole – Stillwater Lake Local Election on July 9th. Post a sign for all residents to see stating “fix the sewers”

Harry Coleman stated that the sign would not be considered a police issue.

ADJOURNMENT:

Motion:

Francis DePiano made a motion to adjourn the meeting, seconded by Joseph Warriner. The motion passed unanimously.

The meeting adjourned approximately 7:45 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

EXECUTIVE SESSION: There was an Executive Session to discuss Personnel. The Executive Session began approximately 8:00 pm and ended approximately 9:00 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
12 JULY 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
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CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:02 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

Daniel McDavitt made a motion to approve the Minutes of 14 June 2011 meeting, seconded by Francis DePiano. The motion passed unanimously.

APPROVE BILLS:

Motion:

Frances DePiano made a motion to approve the Bill-pack of 12 July 2011 in the amount of \$246,020.12, seconded by Joseph Warriner. The motion passed unanimously.

JUNE POLICE REPORT:

Total calls for the month of June were 1152 consisting of 1081 Complaints and 71 Accidents. There were a total of 146 Criminal Arrests, 442 Traffic Arrests, 422 Traffic Warnings and 12 Ordinance Arrests.

Chief Lewis stated that calls are down. DUI's are up. However, DUI crashes are down. Thefts are high but not including normal retail thefts. There has been an increase in Bike Patrol one officer on day shift - 3 officers on 3-11 weather permitting.

Motion:

Daniel McDavitt made a motion to accept the June Police Report, seconded by James Frutchey. The motion passed unanimously.

Vehicle Report -

David Moyer presented his version of vehicle report spread sheet. Open discussion took place.

UPDATE:

• **Accreditation** –

The Chief handed out a copy of the accreditation report made by the assessors. Tomorrow he will be going to the monthly accreditation meeting where this recommendation will be approved by the commission. Afterwards, at the Annual Chief of Police Banquet; PMRPD will be awarded the Accreditation Status.

Policy Revisions:

1-3 Sworn Personnel Oath of Office

1-5 Written Regulations

6-3 Weapons Qualifications

10-2 Temporary Holding Area

10-3 Temporary Holding Cell Area

12-2 Property and Evidence Control

Motion:

Daniel McDavitt made a motion to approve revisions on policies 1-3 Sworn Personnel Oath of Office, 1-5 Written Regulations, 6-3 Weapons Qualifications, 10-2 Temporary Holding Area, 10-3 Temporary Holding Cell Area, and 12-2 Property and Evidence Control – the approval was seconded by Francis DePiano. The motion passed unanimously.

• **Community Events/Special Thanks** –

Mt Pocono Carnival July 24th-July 30th

NASCAR August 5th-August 7th

• **NEW BUSINESS:**

a) 2010 Financial Audit – Todd Bushta did a page by page explanation of the audit report.

Motion:

Robert Hutchins made a motion to except the 2010 Financial Audit Report seconded by Francis DePiano. The motion passed unanimously.

PUBLIC PARTICIPATION:

Mike Gillen- Tunkhannock Township- Asked if there is a drug investigation in a house where children are present, is the investigation automatically turned over to Children & Youth Services? Chief Lewis explained that the investigation is not turned over to Children & Youth we as a department bring Children & Youth into the investigation. Their investigation has no impact on our investigation as does our investigation on Children & Youth's investigation. Chief mentioned any details can be discussed further with him.

Elvira Walrum - Emerald Lakes requested to talk with the Chief after the meeting.

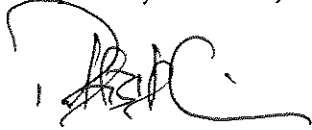
ADJOURNMENT:

Motion:

John Kerrick made a motion to adjourn the meeting, seconded by Francis DePiano. The motion passed unanimously.

The meeting adjourned approximately 7:45 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

EXECUTIVE SESSION: There was an Executive Session to discuss Personnel. The Executive Session began approximately 8:00 pm and ended approximately 9:00 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
9 AUGUST 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:00 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

James Frutchey made a motion to approve the Minutes of 12 July 2011 meeting, seconded by David Moyer. The motion passed unanimously.

APPROVE BILLS:

Motion:

Daniel McDavitt made a motion to approve the Bill-pack of 9 August 2011 in the amount of \$140,439.97 seconded by Frances DePiano. Robert Hutchins questioned amount on bill-pack for arbitration. The Chief explained that the amount of \$ 2,612.00 was the department share and the union pays other half. The motion passed unanimously.

JULY POLICE REPORT:

Total calls for the month of July were 1396 consisting of 1308 Complaints and 88 Accidents. There were a total of 201 Criminal Arrests, 383 Traffic Arrests, 277 Traffic Warnings and 31 Ordinance Arrests.

Chief Lewis stated that July to August was very busy with recent scheduled events.

Motion:

Robert Hutchins made a motion to accept the July Police Report, seconded by Francis DePiano. The motion passed unanimously.

Vehicle Report -

David Moyer stated he will get together with Sgt. Caponigro to go over new format for report. Open discussion took place.

UPDATE:

• **Pension –**

2012 MMO: Police Pension \$672,667.00
 Non-Uniform Pension \$7,916.00

Chief stated that the MMO uses the 3 recommended assumption changes suggested by the actuary Tom Zimmerman. Should the Commission not approve the Actuarial Assumption Changes then the MMO will be increased by approximately \$34,000.00.

Open discussion took place and the Commission requested the Chief invite Tom Zimmerman to attend the next meeting to answer their questions.

Motion:

Harry Smith made a motion to table actuary assumption changes until the September meeting, motion was seconded by John Kerrick. The motion passed unanimously

• **Community Events/Special Thanks –**

July 9th – A Pocono Country Place Annual Field Day – Bike Patrol/K9

July 9th – Tobyhanna Township Field Day – Bike Safety/SWAT

July 16th Coolbaugh Township Fire Dept – Bike Safety/Child Fingerprinting

PA Law Enforcement Accreditation Commission- Letter of congratulations on Accreditation

PA Commission of Crime & Delinquency – Letter to Chief asking him to serve on the new Law Enforcement Subcommittee.

A check in the amount of \$5000 was presented by Chief Lewis from NADDI to the Police Commission. This grant was submitted to NADDI by the PMRPD Foundation.

Chief addressed a question on department readiness of a flash mob situation; stating that he recently attended a webinar with Philadelphia PD regarding this issue. He continued that specific people are assigned to monitor social networks.

• **NEW BUSINESS:**

- a) 2nd Quarter 2011 Budget Review - Chief Lewis stated that the Budget is at 42% as of June 30th. Open discussion took place on vehicle maintenance and legal services.
- b) APPI Energy Consulting Services – sponsored by PSAB – as a free service APPI will do comparison for the best rates on electric services by obtaining our bills directly from PPL.
- c) Discussion about a car show to take place in Mt. Pocono. Chief Lewis stated he was not contacted but did hear rumors of this event.

PUBLIC PARTICIPATION:

Vincent Massaro – Commended Chief Lewis and Department for participation in National Night Out and a job well done.

ADJOURNMENT:

Motion:

Daniel McDavitt made a motion to adjourn the meeting, seconded by Francis DePiano. The motion passed unanimously.

The meeting adjourned approximately 7:50 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

EXECUTIVE SESSION: There was an Executive Session to discuss Personnel. The Executive Session began approximately 8:00 pm and ended approximately 9:00 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
13 SEPTEMBER 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
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CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:22 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

James Frutchey made a motion to approve the Minutes of 9 August 2011 meeting, seconded by Francis DePiano. The motion passed unanimously.

APPROVE BILLS:

Motion:

Francis DePiano made a motion to approve the Bill-pack of 13 September 2011 in the amount of \$131,625.72 seconded by Joseph Warriner. Open discussion took place in reference to check # 192 in the amount of \$8,000 Capital Projects Fund for replacement of water heater. The motion passed unanimously.

AUGUST POLICE REPORT:

Total calls for the month of August were 1352 consisting of 1275 Complaints and 77 Accidents. There were a total of 153 Criminal Arrests, 463 Traffic Arrests, 261 Traffic Warnings and 15 Ordinance Arrests.

Chief Lewis mentioned that the overall calls for service have gone down. He continued that the officers are being proactive along with Smooth Operator and DUI patrols. Additionally, he discussed 3 armed robberies that occurred in Mt Pocono in one week with all 7 suspects arrested due to the officers and the crime room working well together.

The Chief also mentioned the good job that the officers are doing with drug enforcement referring to the two search warrants served in Pocono Country Place in addition to a large case with the ATF and DEA.

Motion:

Francis DePiano made a motion to accept the August Police Report, seconded by John Kerrick. The motion passed unanimously.

Vehicle Report--

Open discussion took place on replacement of vehicles. Cars 3, 5, &7 are currently being budgeted for replacement.

UPDATE:

- **APPI Energy Service (PSAB partnered with) –**

Washington Gas was the lowest rate for electric supplier. The decision has been made to go with Washington Gas as the department's supplier starting with our October billing.

- **Pension –**

Chief stated that as of June 30th the pension was at 9.3 million, year to date it has made \$370,000 in the last 1 year it made 1.5 million.

Kathy Matisak stated that the MMO that was submitted last month was based on the recommended assumption of retirement age of 53. The MMO that was submitted last month is the one that we will currently use because of the September 30 deadline for submission to the governing body but revisions to the MMO can be made until December 31st. Mr. Zimmerman will be at the next commission meeting to explain how he is arriving at these calculations.

- **Community Events/Special Thanks –**

August 4th - Sexting & Social Networking-Clymer Library

August 13th - Back to School Safety Program- Geisinger Mt Pocono

August 27th - Back to School Safety Program- Pocono Community Church

- **NEW BUSINESS:**

2012 Budget

The Chief presented a Preliminary budget, since we are awaiting several quotes.

- Jamie Keener announced his resignation to Tobyhanna Township effective October 14, 2011, therefore his appointment to the commission will end on October 14, 2011.

PUBLIC PARTICIPATION:

Mike Gillen – questioned having to bring a DUI suspect to the hospital for testing.

The Chief responded that the central booking concept should be active by the end of the year and should incorporate a DUI center.

Elvira Walwin- asked why the K9 vehicles are not marked. The Chief stated that those cars are used to detect crime.

ADJOURNMENT:

Motion:

Francis DePiano made a motion to adjourn the meeting, seconded by James Frutchey. The motion passed unanimously.

The meeting adjourned approximately 8:03 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

EXECUTIVE SESSION: There was an Executive Session prior to the Regular Meeting to discuss Personnel. The Executive Session began approximately 6:50 pm and ended approximately 7:20 p.m.

EXECUTIVE SESSION: There was an Executive Session following the Regular Meeting to discuss Personnel. The Executive Session began approximately 8:10 pm and ended approximately 8:30 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
11 OCTOBER 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
JAMIE B KEENER	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:00 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

Daniel Mc Davitt made a motion to approve the Minutes of 13 September 2011 meeting, seconded by James Frutchey. The motion passed with Robert Hutchins abstaining re absence.

APPROVE BILLS:

Motion:

John Kerrick made a motion to approve the Bill-pack of 11 October 2011 in the amount of \$168,859.78 seconded by Francis DePiano. The motion passed unanimously.

SEPTEMBER POLICE REPORT:

Total calls for the month of September were 1206 consisting of 1137 Complaints and 69 Accidents. There were a total of 130 Criminal Arrests, 356 Traffic Arrests, 291 Traffic Warnings and 28 Ordinance Arrests.

Chief Lewis stated that calls are down from the previous year. While accidents are up, the DUI statistics show that there are more DUI arrests and less DUI related accidents. Chief briefly discussed the hours, trying to even out hours between Tobyhanna Township and Coolbaugh Township by taking an officer once a day from Coolbaugh and placing them in Tobyhanna Township.

Motion:

Francis DePiano made a motion to accept the September Police Report, seconded by John Kerrick. The motion passed unanimously.

Vehicle Report –

Open discussion took place. Chief mentioned budgeting for 3 vehicles towards the end of next year.

Motion:

Francis DePiano made a motion to approve vehicle report, seconded by Joseph Warriner. The motion passed unanimously.

UPDATE:

- **Pension** –

1) Recommended Assumption Changes:

Tom Zimmerman addressed the Commission starting with the Actuarial Assumptions at 1-1-2011. Mr. Zimmerman discussed the process on how he has come up with the current assumption suggestions.

Chairman Gross mentioned his concerns with the age of 53 versus the contract if it will cause any ripple effects through the department, even though it is an assumption.

Bob Hutchins asked if there was an assumption based on the recommended mortality, recommended disability load going back to age 50.

Mr. Zimmerman stated that this evaluation will determine next year's costs for the 2012 MMO. If no change is made the cost is about \$709,000. If the recommended changes are made the cost will be \$672,000. Mr. Zimmerman stated he is not making these changes to manipulate the costs. As actuary he is required to pick the best assumptions for each item.

Mr. Zimmerman addressed that if the first two changes took place on the Mortality and the Disability Load but left the retirement age at 50 the cost would be about \$775,000.

During the open discussion it was determined that the average age that our current officers would retire would be at least 53 years old due to the age they were at the time of hire.

Motion:

Francis DePiano made a motion to approve all 3 assumption changes, Mortality, Disability Load and Retirement Age at 53, seconded by Daniel McDavitt.

Bob Hutchins voiced his concerns about the \$34,000.00 reduction in the MMO due to these assumption changes should be discussed during our budget process and the possibility of banking that money for future MMO should we need to make up the difference. Discussions continued.

With no additional comments or questions, the motion passed unanimously.

- 2) HEART Compliance Amendment-Non Uniform Pension Resolution # 2011-001
- 3) HEART Compliance Amendment –Uniformed Pension Resolution # 2011-002

Mr. Zimmerman stated that the HEART Compliance Amendment are to update our Plan Documents up with the new federal laws.

Motion:

Robert Hutchins made a motion to approve Resolution # 2011-001 and Resolution # 2011-002, seconded by Jamie Keener. The motion passed unanimously.

- **2012 Budget** –Chief requested the Commission consider scheduling a budget meeting. Special budget meeting scheduled for 10/24/2011 at 6:00 pm. It was requested that Kathy was asked to advertise the meeting. Open discussion took place on the draft Budget that was presented.
- **Community Events/Special Thanks** – Chief mentioned upcoming Foundation Event.

NEW BUSINESS:

- James Frutchey stated that the Chief of the Coolbaugh Fire Company requests that the Police Department not cancel the call for the Fire Department once they are en route to an accident. Lt. Lavery suggested that a meeting be set up with the Chief of the Fire Department, Mr. Frutchey and himself to discuss the situation. Robert Hutchins, Joseph Warriner, Francis DePiano and Harry Smith will serve on a committee to review contracts for the Chief and Lieutenants.

PUBLIC PARTICIPATION:

Mike Gillan asked Harry Coleman if the suit against original contractor for the building has been settled.

Harry Coleman stated that the case was going to mediation in the coming weeks.

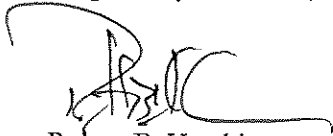
ADJOURNMENT:

Motion:

Francis DePiano made a motion to adjourn the meeting, seconded by James Frutchey. The motion passed unanimously.

The meeting adjourned approximately 8:00 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
16 NOVEMBER 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:10 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

Chairman Roy Gross welcomed Anne Lamberton as a member of the Commission representing Tobyhanna Township.

Chairman Gross then turned the floor over to Francis DePiano to make a statement on the continued working of the 2012 budget. Mr. DePiano stated that there are no final decisions on the budget. The commission has met with the union and individual townships to come up with a budget that would be pleasing to all.

APPROVE MINUTES:

Motion:

Daniel Mc Davitt made a motion to approve the Minutes of 11 October 2011 Regular Business Meeting, seconded by James Frutchey. The motion passed with Anne Lamberton abstaining.

APPROVE BILLS:

Motion:

John Kerrick made a motion to approve the Bill-pack of 11 November 2011 in the amount of \$162,145.33 seconded by Francis DePiano. The motion passed unanimously.

OCTOBER POLICE REPORT:

Total calls for the month of October were 1136 consisting of 1055 Complaints and 81 Accidents. There were a total of 133 Criminal Arrests, 289 Traffic Arrests, 177 Traffic Warnings and 20 Ordinance Arrests.

Chief Lewis stated that calls are down but arrests are steady. In the last 30 days there have been 4 arsons in Coolbaugh Township, an attempted murder in Tobyhanna Township with an arrest, a shooting in Tobyhanna Township, an aggravated assault during a domestic in Tobyhanna Township, (where an arrest was made unfortunately injuring an officer that will be out for approximately six months), and home invasion robbery with a shooting in

Coolbaugh Township resulting with an arrest made within the last 24 hours. The department will be participating in Buckle up Pa and DUI patrols in November that are funded by the state. There will also be overtime shifts that will be funded by Wal-Mart for extra security for Black Friday.

Motion:

Robert Hutchins made a motion to accept the October Police Report, seconded by John Kerrick. The motion passed unanimously.

Vehicle Report –

Chairman Roy Gross explained to the public the purpose of the vehicle report.

Motion:

Francis DePiano made a motion to approve vehicle report, seconded by Joseph Warriner. The motion passed unanimously.

UPDATE:

- **Pension –**

The Chief stated that there was a pension meeting yesterday (11/15/11), and reported that there was a loss of 8% in the 3rd Quarter however; we are still in the positive for the year.

- **Grants –**

Bureau of Justice – Bullet Proof Partnership Award - 8 vests in our department are up for renewal at a cost of approximately \$8,000. This grant will cover approximately 50%.

Buffer Zone Protection Plan - Chief explained that because of Pocono Raceway in our jurisdiction and the possibility of the of terrorism threat we were eligible for and applied for this grant through the Foundation. The grant was approved in the amount of \$189,000 for equipment purchase that is ear marked for additional SWAT gear, computers for patrol cars, and updating technology for our data system.

LSA Grant – is pending for 2 million dollars – no determination until the spring.

Chairman Gross explained that a number of officers were hired under a grant that was received, while explaining that grants are temporary funds.

- **2012 Budget** – Chairman Gross commented that there were no answers yet for the budget. Francis DePiano mentioned that the commission is still working with the PMRPOA.

- **Policy Revision** - 6-3 Weapons Qualifications

Chief Lewis stated that as we see things that need to be updated or changed for our re-accreditation process. We no longer use MP5 as previously stated in policy- currently we are using HK416.

- **Community Events/Special Thanks** – Chief along with Sgt. Vogt and Commission member Dan McDavitt attended Youth Summit- Full Gospel Holiness Church of God in Christ

Terrorist Screening Center – Letter of thanks for commendable effort by Officer Lutkowski for following protocol and identifying a positive match to known suspect terrorist.

NEW BUSINESS:

None

PUBLIC PARTICIPATION:

Dan Yeager- Pocono Country Place- Dept of Public Safety- addressed the commission in reference to the budget task on hand stating that he has seen a decline in crime in the past two years. He stated that this is an attribute of the PMRPD stating that the "Pocono Mountain Mountain Regional Police Department is the last line of defense the homeowners have" giving a feeling of safety.

Bill Quinn- asked if any members of the commission considered cutting something in the infrastructure or implementing a 1 mill police tax, similar to fire tax or library tax. Chairman Gross stated by state law that was not currently permitted. However there has been some initiation to try to have that law changed.

Beth Bowman – asked if there was an educated guess on how short the budget is. Chairman Gross responded with a round figure of \$200,000. Additionally, Ms. Bowman asked if the Commission has cut any items. Chairman Gross responded that a lot has already been cut.

ADJOURNMENT:

Motion:

John Kerrick made a motion to adjourn the meeting, seconded by Francis DePiano. The motion passed unanimously.

The meeting adjourned approximately 7:53 p.m.

NOTE: Special Budget Meetings were held on the following dates: October 24, 2011 – November 3, 2011 – November 22, 2011.

EXECUTIVE SESSION: There was an Executive Session Monday, November 14, 2011 to discuss Personnel and union discussions. The Executive Session began approximately 7:05 p.m. and ended approximately 7:47 p.m.

EXECUTIVE SESSION: There was as Executive Session with the PMRPOA prior to the Regular Meeting on Wednesday, November 16, 2011 to discuss Personnel as it relates to wages. The Executive Session began approximately 6:05 p.m. and ended approximately 7:05 p.m.

EXECUTIVE SESSION: There was an Executive Session Wednesday November 30, 2011 subject – Personnel – related to discussion of the union response letter of Commission letter dated November 22, 2011. Executive Session began approximately 6:00 p.m. and ended approximately 6:38 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
13 DECEMBER 2011**

PRESENT:

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT

HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
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CALL TO ORDER:

The Regular Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 7:00 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

Robert Hutchins made a motion to approve the Minutes of 16 November 2011 Regular Business Meeting, seconded by John Kerrick. The motion passed unanimously.

APPROVE BILLS:

Motion:

John Kerrick made a motion to approve the Bill-pack of 13 December 2011 in the amount of \$122,151.46 seconded by Francis DePiano. The motion passed unanimously.

NOVEMBER POLICE REPORT:

Total calls for the month of November were 982 total calls consisting of 912 Complaints and 70 Accidents. There were a total of 123 Criminal Arrests, 499 Traffic Arrests, 376 Traffic Warnings and 14 Ordinance Arrests.

Chief commented that there were 34 DUI arrests for the month. There were 43 thefts with only 13 being retail thefts. There have been some commercial burglaries with suspects and warrants.

Motion:

Francis DePiano made a motion to accept the November Police Report, seconded by Joseph Warriner. The motion passed unanimously.

VEHICLE REPORT:

Chief stated that we are in the process of retiring car # 29. It was placed on public auction and we may have a buyer for \$5,000.00. Those funds would go towards a new car for the detectives.

Motion:

Francis DePiano made a motion to approve vehicle report, seconded by Joseph Warriner. The motion passed unanimously.

UPDATE:

- **Pension** – Nothing new on the Pension.
- **2012 Budget**– Letter from Pocono Mountain Regional Police Commission to PMRPOA dated December 1, 2011 was read aloud by Francis DePiano. The letter stated the commissions indicating that due to the funding shortages it is the commissions intent to lay off 2 officers effective January 1, 2012.

Motion:

Daniel McDavitt made a motion to approve letter from the Pocono Mountain Regional Police Commission

Vincent Massaro – Voiced his concerns about losing 2 officers and stated that he believes we need more officers to keep fighting what’s going on up here.

Frank Malano- Pocono Farms asked if there was any additional communication from the association regarding this letter. Chairman Roy Gross stated that the letter went out on December 1, 2011 and the Commission has had no response since.

John (???)– Coolbaugh Township- was concerned with the scheduled lay off of the two officers - does the commission know what the staffing will be for each township. The Chief addressed the question stating that it is on a per day basis trying to run with a minimum on a shift to PMRPOA, dated December 1, 2011 seconded by James Frutchey.

With no additional comments or questions on the motion, the motion passed unanimously.

Motion:

Daniel McDavitt made a motion to accept Draft # 6 of the 2012 Budget, seconded by Francis DePiano.

Roy Gross stated that the Draft includes a 3% increase for the officers with 35 officers plus the school resource officer totaling 36 officers. Mr. Gross asked if there were any questions on the motion.

Robert Hutchins noted that this is Draft # 6 which is allowing the 3% increase for the officers. There is a draft # 5 which is what the commission originally submitted to the union which asked for the concession to the 3% raise which was denied by the union.

With no additional comments or questions on the motion, the motion passed unanimously.

NEW BUSINESS:

- Resolution # 2011-003: Transferring Unencumbered Monies from one account to another.

Motion:

John Kerrick made a motion to approve resolution #2011-003 Transferring Unencumbered Monies from one account to another, seconded by Francis DePiano. The motion passed unanimously.

- Set Reorganization meeting : January 10, 2012

Motion:

Francis DePiano made a motion to set the reorganization meeting to January 10, 2012 at 7:00, seconded by Joseph Warriner. The motion passed unanimously.

Motion:

Robert Hutchins made a motion effective January 1st that all payroll is to be directly deposited, the motion was seconded by Francis DePiano. The motion passed unanimously.

PUBLIC PARTICIPATION:

Anthony Papa- Director of Public Safety Pocono Farms – stated his concerns regarding the two officer layoffs.

ADJOURNMENT:

Motion:

Daniel McDavitt made a motion to adjourn the meeting, seconded by Francis DePiano. The motion passed unanimously.

The meeting adjourned approximately 7:21 p.m.

EXECUTIVE SESSION: There was an Executive Session, prior to meeting to discuss Personnel. The Executive Session began approximately 6:00 p.m. and ended approximately 6:45 p.m.

Respectfully submitted,



Robert B. Hutchins
Pocono Mountain Regional Police
Commission Secretary