

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REORGANIZATION / REGULAR BUSINESS MEETING  
10 JANUARY 2012**

**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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**EXECUTIVE SESSION:** There was an Executive Session to discuss Personnel issues. The Executive Session began approximately 6:00 pm and ended approximately 6:37 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 7:00 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 2012.

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

**Nomination for Vice – Chairman:**

Chairman Roy Gross requested nominations for Vice – Chairman.

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

**Nominations for Treasurer:**

Chairman Roy Gross opened the nominations for Treasurer.

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

**Nominations for Secretary:**

Chairman Roy Gross requested nominations for Secretary.

Francis DePiano made a motion to nominate Robert Hutchins for Secretary, seconded by James Frutchey. 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.

John Kerrick made a motion to retain Harry Coleman as Solicitor, seconded by Francis DePiano. 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 John Kerrick with an addendum if Harry Smith is not available Francis DePiano would be the alternate. The motion to re-appoint Harry Smith Police Pension & Non-Uniform Pension Representative with Francis DePiano as alternate passed unanimously.

Chairman Roy Gross concluded the reorganization portion of the meeting. He also stated that an Executive session would be following the Regular Monthly meeting to discuss the pending law suit.

**APPROVE MINUTES:**

**Motion:**

Daniel McDavitt made a motion to approve the Minutes of 13 December 2011 Regular Business Meeting, seconded by Joseph Warriner. The motion passed unanimously.

**APPROVE BILLS:**

**Motion:**

Francis DePiano made a motion to approve the Bill-pack of 10 January 2012 in the amount of \$962,356.76 seconded by John Kerrick.

Anne Lamberton asked who Integra One is on the bill pack? Kathy stated that that is our IT Company.

John Kerrick asked Kathy Matisak if it is clear what the municipalities owe and what is to be transferred from the fund balance for the 2011 MMO? Kathy stated that she thought the municipalities were to contribute the same amount the contributed in 2010 over and above the State Aid. The actual State Aid that was received in 2011 was higher than usual which should reduce the amount coming from the fund balance. Each municipality was invoiced December 2011 the same amount that they paid in December 2010. Commission agreed that was their intention and the municipalities should pay those invoices

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

## DECEMBER POLICE REPORT:

Total calls for the month of December were 1058 total calls consisting of 979 Complaints and 79 Accidents. There were a total of 138 Criminal Arrests, 299 Traffic Arrests, 249 Traffic Warnings and 22 Ordinance Arrests.

Chief commented all calls were down about 10%. He attributed this figure to a different reporting system of logging reports from last December. Also contributing to this figure is loss of some personnel in addition to some personnel on medical leave. The Chief commented that the officers are as proactive as they can be. Some staffing will be changing so proactive time will be cut.

John Kerrick suggested a report for each municipality with the difference in figures for the past two years. The Chief commented that the accreditation process requires an annual report which will include this information in chart form showing activity differentiated between the jurisdictions including the major crimes to reflect where each municipality stands.

### Motion:

John Kerrick made a motion to accept the December Police Report, seconded by James Frutchey. The motion passed unanimously.

## VEHICLE REPORT:

Chief stated that there are some issues with our cars: currently car #2 is out of service with a large repair (needing a complete head set, thermostat, gasket and push rods). Car 18 out of service (possible fuel pump) and car #9 was damaged in an accident, (no fault of officer). Car # 7 just returned to road from repair.

### Motion:

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

## UPDATE:

- Employee Handbook – Table until 2/12
- Community Events/Special Thanks –

Krav Magna Worldwide, Inc. – Letter of Commendation: Kyle VanNote  
Stonecrest Park Club – Presentation on Neighborhood Watch – Detective Dan Jones

## NEW BUSINESS:

- Set 2012 Meeting Dates the second Tuesday of each month.

### Motion:

John Kerrick made a motion to adopt the meeting schedule for 2012, seconded by James Frutchey. The motion passed unanimously.

### Motion:

Robert Hutchins made a motion to form AD HOC Committee with one member from each municipality, (a financial committee) to report back to the commission on our financial health, seconded by Francis DePiano.

Chairman Roy Gross appointed Francis DePiano, John Kerrick, Robert Hutchins, and Daniel McDavitt for AD HOC Committee.

**PUBLIC PARTICIPATION:**

Mike Gillen- June 16 Warrior Dash-Pocono Raceway. Mr. Gillen asked how this will effect Tunkhannock Township. Chief Lewis commented that he will be meeting with the raceway officials to find out what will be expected from the department.

**ADJOURNMENT:**

**Motion:**

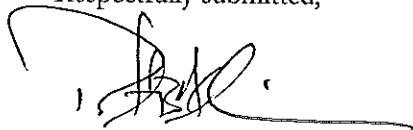
Francis DePiano made a motion to adjourn the meeting, seconded by Robert Hutchins. The motion passed unanimously.

The meeting adjourned approximately 7:40 p.m.

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit. The Executive Session began approximately 7:45 p.m. and ended approximately 8:15 p.m.

**EXECUTIVE SESSION:** There was an Executive Session, January 17, 2012 to discuss personnel issues . The Executive Session began approximately 4:00 p.m. and ended approximately 4:45 p.m.

Respectfully submitted,



Robert B. Hutchins  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
23 FEBRUARY 2012**

**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:**

James Frutchey made a motion to approve the Minutes of 10 January 2012 Reorganization/Regular Business Meeting, seconded by John Kerrick. The motion passed unanimously.

**APPROVE BILLS:**

**Motion:**

Francis DePiano made a motion to approve the Bill-pack of 23 February 2012 in the amount of \$184,841.62 seconded by Joseph Warriner. James Frutchey questioned Car # 9 TA-2011-833; Chief Lewis explained that it was a Ford Expedition that was involved in an accident. Mr. Frutchey continued to ask if that amount would be reflected in the vehicle expense report. Chief explained that it would not be on the monthly report it would be covered by insurance.

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

**JANUARY POLICE REPORT:**

Total calls for the month of January were 1160 total calls consisting of 1067 Complaints and 93 Accidents. There were a total of 101 Criminal Arrests, 351 Traffic Arrests, 303 Traffic Warnings and 15 Ordinance Arrests.

Chief commented on the hours with Mt Pocono being slightly over while Tunkhannock was under. The increase in accidents was due to recent snow fall.

**Motion:**

John Kerrick made a motion to accept the January Police Report, seconded by Francis DePiano.

Bill Byron inquired on the number of sexual offenses in the area. The Chief stated that unfortunately there are an increasing number of these types of crimes especially being a crime that cannot be prevented. They are not random violent rapes they usually involve caregivers and responsibility over children.

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

**VEHICLE REPORT:**

Open discussion took place on mileage and repairs.

**Motion:**

Daniel McDavitt made a motion to approve vehicle report, seconded by John Kerrick. The motion passed unanimously.

**UPDATE:**

➤ **Accreditation** - Minor Revisions

1-5: Written Regulations

17-1: K9 Policy

**Motion:**

Robert Hutchins made a motion to approve revisions to 1-5: Written Regulations and 17-1: K9 Policy, seconded by Francis DePiano. The motion passed unanimously.

➤ **Employee Handbook** – Chairman Gross referred to questions by Daniel McDavitt last month, tabling the handbook to this month. Daniel McDavitt stated he received an e mail copy and revisions were made.

**Motion:**

Francis DePiano made a motion to approve the non sworn “civilian” employee handbook, seconded by Daniel McDavitt. The motion passed unanimously.

➤ **Community Events/Special Thanks** – Donald N. Gower Funeral Home. – Letter of thanks for assistance with traffic control at Mattioli service.

Eulita M Luther- Donation to PMRP Foundation in memory of Richard Luthcke.

➤ **Pension Update:** Chief Lewis discussed the recent pension meeting with PFM- as of the end of 2011 we were at 9.5 million as of the meeting date the new figure was approximately 10 million.

**NEW BUSINESS:**

- **Budget Projection Analysis-PFM** The Chief explained that this is a 5 year projection of finances going into the budget. Chief also stated that should we need to go to arbitration with the union this is something that must be done and could be a costly process. The current fee for this analysis would be a one-time \$12,000 fee plus \$1,000 to \$2,000 every year to maintain the projection. Chief Lewis indicated that since the representative was unable to attend the meeting tonight, the one-time fee would be reduced to \$10,000.00.

Francis DePiano commented that he has been a strong advocate for this process. Stating that we need to project for years down the road giving a better picture of our financial situation.

Robert Hutchins stated that the finance group of commission members should be involved in the process.

Further discussion took place on the process.

**Motion:**

Francis DePiano made a motion to approve the Budget Projection Analysis with PFM at a cost of \$10,000.00, seconded by John Kerrick. The motion passed unanimously.

Chief Lewis mentioned that the upcoming March meeting may be extended due the attendance of Mr. Kapoor from PFM; along with a presentation on the Crime Analysis Project that will presented to the commission by a professor from Cedar Crest College and one from the University of Louisville.

**PUBLIC PARTICIPATION:**

Vincent Massaro, (PCP) – commended Chief Lewis and his staff for the arrests made regarding the Meth Lab.

Bill Byron – commended all emergency services during the last snow storm commenting on the large amount of accidents that occurred.

**ADJOURNMENT:**

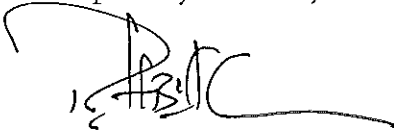
**Motion:**

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

The meeting adjourned approximately 7:45 p.m.

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit and personnel issues. The Executive Session began approximately 7:50 p.m. and ended approximately 8:15 p.m.

Respectfully submitted,



Robert B. Hutchins  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
13 MARCH 2012**

**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

**ABSENT**

HARRY A SMITH	-COOLBAUGH 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 7:00 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

**APPROVE MINUTES:**

**Motion:**

James Frutchey made a motion to approve the Minutes of 23 February 2012 Regular Business Meeting, seconded by Francis DePiano. The motion passed unanimously.

**APPROVE BILLS:**

**Motion:**

Daniel McDavitt made a motion to approve the Bill-pack of 13 March 2012 in the amount of \$185,412.45 seconded by Joseph Warriner. Daniel McDavitt questioned check # 11527; Chief explained that this was for labor attorneys dealing with workers comp issues and or discipline issues.

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



## FEBRUARY POLICE REPORT:

Total calls for the month of January were 1018 total calls consisting of 940 Complaints and 78 Accidents. There were a total of 141 Criminal Arrests, 315 Traffic Arrests, 404 Traffic Warnings and 13 Ordinance Arrests.

Chief commented on the hours indicating that 3 of the 4 municipalities were under but unfortunately Mt Pocono is still showing over and that does not include any time from the recent shooting. The Chief commended the officers with the work being done in the on-going investigation. The DUI's and Drug arrests are steady.

### Motion:

Francis DePiano made a motion to accept the February Police Report, seconded by Joseph Warriner.

Bill Byron – referring to a recent report on WBRE - asked if the area is seeing any synthetic pot and if it is becoming an issue in the area. The Chief commented that our detective who is assigned to the DEA was part of that case; and the department has done random inspections on the local establishments and indicated that it was not a problem as yet. The Chief continued that we have had a problem of people under the influence of bath salts and synthetic marijuana but we have not experienced a problem with distribution.

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

## VEHICLE REPORT:

Open discussion took place on mileage and repairs. Chief Lewis talked about going to tour New Holland Group with Lt. Lavery and Dave Moyer to compare a new Ford Interceptor to the New Dodge Charger. Chief stated that we have budgeted for 3 cars towards the end of the year. Discussion took place regarding the recent accident involving two officers and one unmarked vehicle with damage of \$4,000, and a marked vehicle with minimal damage.

### Motion:

Francis DePiano made a motion to approve the vehicle report, seconded by James Frutchey. The motion passed unanimously.

## UPDATE:

- **Budget Projection Analysis- PFM** - Chief talked about the proposal received from PFM. A presentation was give by Mr. Kapoor from PFM. Excel based budget model looking at expenditure and revenue lines with a 5 year projection.
- **Community Events/Special Thanks** – DARE program Graduations at Coolbaugh Elementary and Clear Run Elementary.

## NEW BUSINESS:

- **Pocono Mountain Regional Police Crime Analysis Partnership** – Scott Hoke from the Criminal Justice program at Cedar Crest College and Eric Mc Cord from the University of Louisville gave a presentation on Crime Mapping. This will help develop interventions with the community to become more efficient in high frequency areas dealing with false alarms, domestic incidents (non criminal), 911 hang-ups, civil responses, animal complaints, and ambulance calls.

## PUBLIC PARTICIPATION:

Mike Gillen, – commented Indian Mountain Lake gives \$100.00 fine after 3 false alarms.

Joseph Rogan – Tobyhanna would like the names of neighborhoods and business involved regarding high frequency areas.

Daniel McDavitt- mentioned that there will be a car show at Lowes on March 31.

**ADJOURNMENT:**

**Motion:**

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

The meeting adjourned approximately 8:20 p.m.

Respectfully submitted,



Robert B. Hutchins  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
10 APRIL 2012**

**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
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-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

**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:**

David Moyer made a motion to approve the Minutes of 23 February 2012 Regular Business Meeting, seconded by Francis DePiano. The motion passed unanimously with Harry Smith abstaining.

**APPROVE BILLS:**

**Motion:**

Robert Hutchins made a motion to approve the Bill-pack of 10 April 2012 in the amount of \$179,032.49 seconded by Francis DePiano. Chairman Gross questioned Check # 11562 (workers comp) - asking why there was a difference in amounts between the two columns. Kathy Matisak explained the total was the first column and the breakdown was the second column.

The motion passed unanimously.

**MARCH POLICE REPORT:**

Total calls for the month of March were 1132 total calls consisting of 1058 Complaints and 74 Accidents. There were a total of 124 Criminal Arrests, 292 Traffic Arrests, 299 Traffic Warnings and 12 Ordinance Arrests.

**Motion:**

Francis DePiano made a motion to accept the March Police Report, seconded by Joseph Warriner.

Daniel McDavitt asked about the recent shooting in Mt Pocono. The Chief touched lightly on the subject as it is an ongoing investigation.

The Chief also discussed the crime mapping project and letters that would be going out to some problem establishments; regarding the plans for interventions to help these businesses deter issues before problems occur. Copies of these letters will be forwarded to the municipalities.

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

**VEHICLE REPORT:**

The Chief commented that we could possibly order one new vehicle in June or July and the final two sometime in August to replace vehicles 3, 5, & 7.

Open discussion took place.

**Motion:**

Francis DePiano made a motion to approve the vehicle report, seconded by Robert Hutchins. The motion passed unanimously.

**UPDATE:**

- **Finance Committee Meeting** - Committee members established by the commission are:

Francis DePiano, Robert Hutchins, David Moyer and John Kerrick. A meeting has been scheduled for April 16<sup>th</sup> at 9:00 a.m. to review the Quarterly Financial status.

**NEW BUSINESS:**

- **Light Duty Policy** –

**Motion:**

Dave Moyer made a motion to approve Light Duty Policy, seconded by John Kerrick, with the exception of section III Procedure- section C paragraph 2 - removal of last sentence. The motion passed unanimously.

- **Reality Show** - The Chief explained that the purpose of the show is to portray the commitment of our department to the community. Nothing will be portrayed in a negative light. The final decision of what will be shown will be made by the Chief and the Commission.

**PUBLIC PARTICIPATION:** N/A

**ADJOURNMENT:**

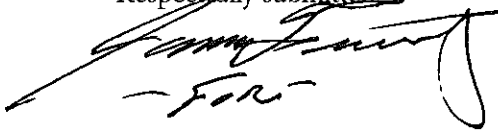
**Motion:**

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

The meeting adjourned approximately 7:38 p.m.

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit and personnel issues. The Executive Session began approximately 7:40 p.m. and ended approximately 8:00 p.m.

Respectfully submitted



Robert B. Hutchins  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
8 MAY 2012**

**PRESENT:**

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-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:**

ROBERT HUTCHINS	-COOLBAUGH TOWNSHIP	-SECRETARY
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER

**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:**

David Moyer made a motion to approve the Minutes of 10 April 2012 Regular Business Meeting, seconded by James Frutche. The motion passed unanimously.

**APPROVE BILLS:**

**Motion:**

John Kerrick made a motion to approve the Bill-pack of 8 May 2012 in the amount of \$113,399.53 seconded by Daniel McDavitt. The motion passed unanimously.

**APRIL POLICE REPORT:**

Total calls for the month of April were 1044 total calls consisting of 977 Complaints and 67 Accidents. There were a total of 119 Criminal Arrests, 193 Traffic Arrests, 233 Traffic Warnings and 5 Ordinance Arrests.

Chief commented that there have been less calls however there were some big investigations this month including Arson in Stillwater /Suicide, Kidnapping Tobyhanna Twp., Bank Robbery in Mt Pocono. Chief Lewis continued that even though calls are down these investigations have taken a large amount of the Officer and Detective time. Additionally, he commented on an aggressive patrol last Friday evening with the Drug Task Force – involving Mt. Pocono, Coolbaugh and Tobyhanna Township areas that lead to 13 arrests for drug related offenses.

**Motion:**

Daniel Mc Davitt made a motion to accept the April Police Report, seconded by Joseph Warriner. The motion passed unanimously.

## VEHICLE REPORT:

Open discussion took place regarding recalls of Dodge Chargers- steering column. Lt. Lavery commented on the addition of the year to date column on the vehicle report to indicate calendar year maintenance charges on each vehicle. Chief Lewis mentioned an upcoming trip to New Holland Group to compare the new Dodge Chargers versus the new Ford Interceptors.

### Motion:

Daniel McDavitt made a motion to approve the vehicle report, seconded by John Kerrick. The motion passed unanimously.

## UPDATE:

- **Light Duty Policy** - Policy was passed at last meeting; however Chief Lewis wanted to clarify the amount of time that a person can qualify for Light Duty - which is 6 weeks at a time and not to exceed 6 months. Two people are currently on Light Duty and one other is still out.
- **Pension** - Chief handed out information for the commission's review. He also mentioned that the next meeting is scheduled for May 15, 2012 at 11:45 at PMRPD.
- **Reality Show** - Nothing new to report - the 4 minute demo is still being worked on.
- **Community Events/Special Thanks** - April 28<sup>th</sup> -2012 National Take Back (PMRPD collected over 8lbs of controlled substances), April 3<sup>rd</sup>-K9- Demo-Parkway Monroe Elementary School, April 7<sup>th</sup> - Egg Drop - Pocono Community Church, and April 23<sup>rd</sup>- Child Safety-Wee Wons Day Care. Chief mentioned the Tough Mudder event that took place in our area, Half Marathon at Pocono Raceway (traffic control), Run for the Red in May. Warrior Dash in June and the 1<sup>st</sup> race at Pocono Raceway. Additionally, Dan McDavitt commented on an event at the airport on May 27. Open discussion took place regarding - a universal Gathering Ordinance

## NEW BUSINESS:

- **Foundation 3<sup>rd</sup> Annual Fundraiser** - September 8, 2012 at Wild Pines Country Club Golf Tournament and 5K Run
- **1<sup>st</sup> Quarter Budget Review** - Financial Committee met to discuss budget Jan -March. The 1<sup>st</sup> Quarter Report was submitted for review to the Commission.

## PUBLIC PARTICIPATION:

Vincent Masaro- asked about hand sanitizer being abused.

## ADJOURNMENT:

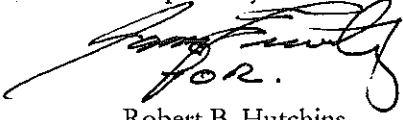
### Motion:

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

The meeting adjourned approximately 7:30 p.m.

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit and personnel issues. The Executive Session began approximately 7:40 p.m. and ended approximately 8:00 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "R. B. Hutchins", with a large flourish extending from the end of the signature.

Robert B. Hutchins  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
12 JUNE 2012**

**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
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-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:**

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 7:00 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

**APPROVE MINUTES:**

**Motion:**

James Frutchey made a motion to approve the Minutes of 8 May 2012 Regular Business Meeting, seconded by John Kerrick. The motion passed unanimously with Francis DePiano abstaining.

**APPROVE BILLS:**

**Motion:**

Daniel McDavitt made a motion to approve the Bill-pack of 12 June 2012 in the amount of \$147,383.21 seconded by Francis DePiano. The motion passed unanimously.

Daniel McDavitt questioned check # 11635 Brownells- memo stating supplies firearms. Chief stated it was cleaning supplies for firearms.

**MAY POLICE REPORT:**

Total calls for the month of May were 1153 total calls consisting of 1083 Complaints and 70 Accidents. There were a total of 145 Criminal Arrests, 201 Traffic Arrests, 201 Traffic Warnings and 7 Ordinance Arrests.

John Kerrick asked the Chief to explain how Tobyhanna Township went from a surplus to an overage in hours.



Chief Lewis explained when officers cannot go into a specific area such as Mt Pocono; the time that would be spent in Mt Pocono is now split between Coolbaugh and Tobyhanna. Additionally, Tunkhannock was spared to save some hours for this weekend.

Kathy stated that she would double check on the calculations.

**Motion:**

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

**VEHICLE REPORT:**

Open discussion took place on the new Ford Taurus.

Chief Lewis stated that we will be putting in a purchase order shortly for a new vehicle. He continued that we budgeted for three cars with the payment schedule of 2 vehicles for 3 months and 1 vehicle for 6 months.

Lt. Lavery commented on car #7 being out of service due to a battery issue; however all vehicles are currently on the road.

David Moyer and Chief Lewis will be rescheduling a trip to New Holland Group to compare the new Ford Taurus and the Dodge Charges.

**Motion:**

Daniel McDavitt made a motion to approve the vehicle report, seconded by Francis DePiano. The motion passed unanimously.

**UPDATE:**

➤ **Accreditation** –

Policy Reviews:

6-10 Night Vision Policy - Lt. Wagner explained the use of Thermal Imaging and Night Vision Equipment, he also explained that PMRPD obtained this equipment from the Buffer Zone Protection Grant.

Policy Revision:

10-3 Temporary Holding Cell Area – Change – in policy under Safety and Fire Protection Sec B. Inspections, #2 Safety and Sanitation Inspections- b. Fire suppression equipment will be inspected on annual basis rather than semiannual by an authorized agency or individual.

**Motion:**

James Frutchey made a motion to approve policy 6-10 Night Vision Policy and policy 10-3 Temporary Holding Cell Area revision, seconded by Francis DePiano. The motion passed unanimously.

- **Pension** – Chief Lewis stated that he and Harry Smith attended the quarterly pension meeting last month. They reviewed a portfolio transition example- which shows how the fund is broken up into assets. For the 1<sup>st</sup> quarter of 2012 the pension went up 7.5%. Chief then mentioned that Sgt. Anthony Caponigro bought back some military time and retired two weeks ago after 23.5 years of service.

**Motion:**

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

- **Reality Show** – Chairman Roy Gross commented on viewing the sample of the reality show stating that it was well done. Chief continued that the production company filmed over 100 hours. A demo was put together producing a 4 minute clip for network executives.

Open discussion and comments took place among commission members.

Chief requested approval from the Commission to move forward by having the production company approach the networks with the demo clip.

**Motion:**

Fran DePiano made a motion to allow the production company approach the networks with the clip, seconded by Joe Warriner.

Anne Lambertson asked the Chief if the clip is altered in any way would he reshow it to the Board first. The Chief stated that he would, also stating the clip can be tweaked but he will not allow them to portray our department in a negative light. Any dramatic changes will need to be approved first.

John Kerrick asked the Chief what exactly he is asking to move forward with since there is nothing known at this point as far as contracts or such, there is a question of liability. Chief stated that he is requesting the board approve us to have the ability to shop this production around to see if there are any networks interested before any offers can be made. Mr. Coleman agreed with John Kerrick stating there “is no ball in your court” it is in the production companies court to market it to whatever companies they want it has not come back to this board yet. He suggests authorizing the production company to go forward marketing the demo clip.

Juan Adams from Coolbaugh Township asked how long has this production company tried to get a program like this on T.V., and if has been tried with other police departments. Chairman Gross explained how the opportunity came to the department by Mr. Mazzilli attending the Foundation Fund Raiser at Pocono Manor.

**Withdraw Motion:**

Fran DePiano withdrew his motion, Joe Warriner withdrew his second to the motion.

Chairman Roy Gross stated it was a unanimous decision by the commission members to move forward with this in the forum that was previously viewed prior to the meeting and the commission should have the last right in reference to this reality show.

- **Community Events/Special Thanks** – Open discussion about the race. There were 4 arrests on Sunday. PSP reported 6 arrests for the weekend.

**NEW BUSINESS:**

- **2011 Annual Report** – Handed to commission for their review.

**PUBLIC PARTICIPATION:**

Chief Lewis stated that he attended the Coolbaugh Township meeting last week. He stated Coolbaugh Townships continued involvement in the Police Department was discussed. The Chief stated that Coolbaugh made it clear that they are not going anywhere and they are happy with the Departments service. Chief Lewis wanted it to be known that Coolbaugh showed overwhelming support for the department.

**ADJOURNMENT:**

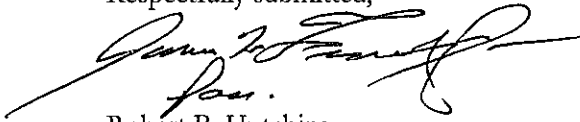
**Motion:**

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.

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit and personnel issues. The Executive Session began approximately 7:40 p.m. and ended approximately 8:00 p.m.

Respectfully submitted,



Robert B. Hutchins  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
10 JULY 2012**

**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	-SECRETARY
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-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

**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 McDavitt made a motion to approve the Minutes of 12 June 2012 Regular Business Meeting, seconded by Francis DePiano. The motion passed with Juan Adams abstaining.

Chairman Roy Gross welcomed Juan Adams from Coolbaugh Township as a new board member to the police commission replacing Robert Hutchins.

**APPROVE BILLS:**

**Motion:**

Francis DePiano made a motion to approve the Bill-pack of 10 July 2012 in the amount of \$215,804.53 seconded by Joseph Warriner. The motion passed unanimously.

**JUNE POLICE REPORT:**

Total calls for the month of June were 1214 total calls consisting of 1138 Complaints and 76 Accidents. There were a total of 157 Criminal Arrests, 187 Traffic Arrests, 209 Traffic Warnings and 4 Ordinance Arrests.

Francis DePiano had concerns about fewer officers on the road with calls being higher. Chief Lewis explained at the beginning of 2011 we had 44 and were now down to 38 officers. In addition to those we have lost, we currently have 3 people out on worker's comp. The Chief continued that this is his concern also because the proactive policing gets put on the back burner. Arrests are down because the officers do not have the time to proactively search for suspects because they are answering calls for service.

Francis DePiano asked what the time frame was for the officers that are out on worker's comp. The Chief did not want to guess. He continued to state there were some setbacks in those two particular cases and additionally another officer was hurt during a pursuit this past Friday.

Juan Adams asked how the payroll was affected by the retirement of Sergeant Caponigro. The Chief explained that it would decrease the payroll because it was cheaper to keep an officer who made less than a sergeant.

Chairman Gross stated to be careful of what was to be discussed in an open meeting since personnel issues may need to be discussed in Executive Session.

Chief Lewis referred to Mt Pocono's hours - referring to Corp. Bray who is assigned to narcotics did a thorough investigation that lead to search warrants in Mt Pocono and Coolbaugh Township resulting in a lot of evidence, money and contraband being seized.

Chief Lewis stated that the June race was minimal in the staffing issues for the department.

Additionally, the Chief mentioned that Mt Pocono needs to decide what they are asking of the department in reference to coverage for the upcoming Carnival. Chairman Roy Gross mentioned that he would get back to the Chief on this issue.

**Motion:**

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

**VEHICLE REPORT:**

Open discussion took place on the mileage of the vehicles.

David Moyer stated that cars #3, #5, and #7 should be the first to be replaced. Chief Lewis was instructed to order the 3 three vehicles that were budgeted for 2012.

**UPDATE:**

- **Pension** – Chief stated that we are not set to meet with pension people until August. The pension is doing well it is over 10 million.
- **Reality Show** – Nothing officially to report. Chief stated that the A&E network has it and it is in the process of being reviewed.
- **Community Events/Special Thanks** – Chief stated that there was a lot of community events and involvement by the department. We were reimbursed for the Warrior Dash since they wanted more service than Tunkhannock was able to provide.

Several of our officers ran in the Tpr. Josh Miller 5K Run.

The additional upcoming events are: the Mt. Pocono Carnival at the end of the Month, on August 7<sup>th</sup> National Night Out will be hosted by the PMRP Foundation, and the second NASCAR race will be August 3-5.

**NEW BUSINESS:**

- Chairman Roy Gross recommended that Jim Frutchey be appointed as new Secretary of the Police Commission because Robert Hutchins was the Secretary for the Commission and resigned.

**Motion:**

Francis DePiano made a motion to appoint James Frutchey as Secretary of the Pocono Mountain Regional Police Commission, seconded by John Kerrick. The motion passed unanimously.

Open discussion took place referring to the Budget projection Analysis with PFM. Chief Lewis mentioned that some municipalities have not yet provided the information that is being requested by PMF to do the analysis. Tobyhanna and Mt Pocono still have information that needs to be submitted.

James Frutchey was also appointed to the finance committee in replacement of Robert Hutchins. Next finance committee meeting is scheduled for August 10<sup>th</sup> at 9:00 a.m.

- 2011 Financial Audit – Todd Bushta presented the 2011 Financial Audit to the Commission.
- Upcoming events- (Discussed under community events.)

**PUBLIC PARTICIPATION:**

Vincent Massaro- Board Member A Pocono Country Place; expressed thanks to Chief Lewis and his staff for the arrests that have been made dealing with the drugs in the area. Also Mr. Massaro stated that he has heard from property owners that they are very pleased with the police presence that has been observed in the area.

Louis Conboy- Tunkhannock Township - wished to discuss an accident that took place on May 28 on his property on Kuhlenbecker Rd. Chief Lewis asked that the situation be discussed after the meeting.

Joseph Rogan – voiced his opinion on the status of high mileage on police vehicles.

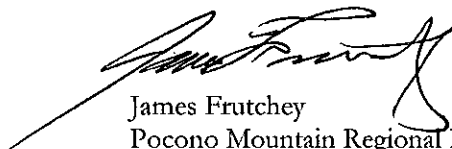
**ADJOURNMENT:**

**Motion:**

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

The meeting adjourned approximately 7:56 p.m.

Respectfully submitted,



James Frutchey  
Pocono Mountain Regional Police  
Commission Secretary

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit and personnel issues. The Executive Session began approximately 8:00 p.m. and ended approximately 8:15 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
14 AUGUST 2012**

**PRESENT:**

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-MEMBER
DANIEL MCDAVITT	-BOROUGH OF MOUNT POCONO	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-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:**

JAMES FRUTCHEY	-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 7:04 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

**APPROVE MINUTES:**

**Motion:**

Daniel McDavitt made a motion to approve the Minutes of 10 July 2012 Regular Business Meeting, seconded by John Kerrick.

**APPROVE BILLS:**

**Motion:**

Daniel McDavitt made a motion to approve the Bill-pack of 14 August 2012 in the amount of \$123,806.32 seconded by Joseph Warriner. The motion passed unanimously.

**AUGUST POLICE REPORT:**

Total calls for the month of July were 1253 total calls consisting of 1190 Complaints and 63 Accidents. There were a total of 113 Criminal Arrests, 203 Traffic Arrests, 159 Traffic Warnings and 20 Ordinance Arrests.

Chief Lewis stated his concerns on having fewer officers on the street and the types of calls they are handling; in a span of 5 days, the department dealt with a shooting and manhunt followed by race. The officers are tired.

Daniel McDavitt asked "what is the percentage of overtime worked." The Chief did not know, but stated it will be interesting to see what the overtime will be for the month of August.

**Motion:**

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

## VEHICLE REPORT:

Joseph Warriner asked if the repairs on car # 8 were due to an accident or maintenance repairs. Chief responded that car # 8 is out of service again, and has been sent out for testing. The possible repair could be quite substantial on top of the repairs that have already been done. Chairman Roy Gross asked Dave Moyer if the mileage on vehicles # 3, 5, and 7 are where we had anticipated. The Chief stated that we are managing the cars and they are lasting longer than ever. Three cars are on order and should be arriving in October.

## Motion:

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

## UPDATE:

- **Major Events** – Chief stated that there were some incidents at the carnival. But nothing earth shattering. This last NASCAR event was a tough day with the rain delays and the unfortunate lightening strike incident. The Chief complimented the race track and our officers stating “it was a long, long day.” The Chief stated that for the weekend he believes there was a total of 20 arrests.
- **Financial Audit** – was put on the agenda to see if there were any questions pertaining to the last month’s presentation by Todd Bushta.

## NEW BUSINESS:

- 2<sup>nd</sup> Quarter 2012 Budget Review- Francis DePiano addressed commission on the recent Budget Meeting; commending Kathy Matisak on her explanation pertaining to some questions on Heart and Lung and workers compensation. We have been able to keep a net profit at 41%. He also commended the Chief and Kathy for keeping expenses down during this difficult economic time.

## Motion:

Daniel McDavitt made a motion to approve the 2<sup>nd</sup> Quarter 2012 Budget Review, motion seconded by Francis DePiano. The motion passed unanimously

- 2<sup>nd</sup> Quarter 2012 Treasurer Report- Chairman Roy Gross stated his concern on the Police Pension Fund is down \$197,541.05 including 2<sup>nd</sup> Quarter receipts and 2<sup>nd</sup> Quarter disbursements.

Chief Lewis stated that the D A R E program will be discontinued in September. Pocono Township will not be participating in the program due to staffing. The Chief spoke to the school superintendant and it will probably be taken off the school curriculum. The program is no longer being funded by the government and not budgeted by the department.

## Motion:

Francis DePiano made a motion to approve the 2<sup>nd</sup> Quarter 2012 Treasurer Report, motion seconded by Joseph Warriner. The motion passed unanimously

- **Current Staffing** – Chief Lewis mentioned he received word that a participating funding source is not available which may have an effect on where we are - the topic was moved to Executive Session.



**PUBLIC PARTICIPATION:**

Vincent Massaro- Board Member A Pocono Country Place; thanked Chief Lewis for participating in the National Night Out.

Joseph Rogan, Tobyhanna – Complemented the Police Department dealing with the recent shooting (Little Billy Lane). Mr. Rogan stated that the Department is working better than ever and it remains very impressive even while down on manpower.

Chief Lewis commented on the job done by Patrol, Detectives, K9 and Swat along with the State Police all performing an amazing job that day.

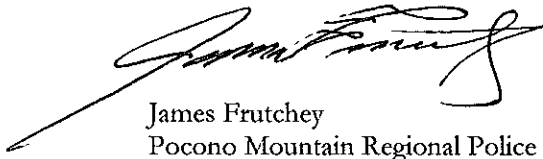
**ADJOURNMENT:**

**Motion:**

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

The meeting adjourned approximately 7:43 p.m.

Respectfully submitted,



James Frutchey  
Pocono Mountain Regional Police  
Commission Secretary

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit and personnel issues. The Executive Session began approximately 7:45 p.m. and ended approximately 9:00 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
11 SEPTEMBER 2012**

**PRESENT:**

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-SECRETARY
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-MEMBER
RICHARD DORKOSKI	-BOROUGH OF MOUNT POCONO	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE

**ABSENT:**

JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
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 7:05 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

Chairman Roy Gross welcomed Richard Dorkoski as Mayor of Mt. Pocono and the new commission member replacing Daniel McDavitt who recently resigned.

**APPROVE MINUTES:**

**Motion:**

Francis DePiano made a motion to approve the Minutes of 14 August 2012 Regular Business Meeting, seconded by Joseph Warriner, with James Frutchev and Richard Dorkowski abstaining.

**APPROVE BILLS:**

**Motion:**

James Frutchev made a motion to approve the Bill-pack of 11 September 2012 in the amount of \$119,482.03 seconded by Juan Adams. The motion passed unanimously.

**AUGUST POLICE REPORT:**

Total calls for the month of August were 1324 total calls consisting of 1235 Complaints and 89 Accidents. There were a total of 124 Criminal Arrests, 203 Traffic Arrests, 185 Traffic Warnings and 41 Ordinance Arrests.

Open discussion took place on the hours. Chief addressed the hours in Coolbaugh Township regarding the recent double homicide investigation; along with the attempted homicide investigation. Chief expressed that one incident could account for hundreds of hours of investigation.

Juan Adams asked, "How many hours were allotted for Coolbaugh Township?" The Chief responded that Coolbaugh was allotted 82 hrs per day. He also explained with the homicide investigations in Coolbaugh; over 2000 hrs were spent in Coolbaugh alone in August.

Chairman Roy Gross asked about the Assist To: on the Police Report. Chief explained that any department that calls and asks for our assistance that time is documented as assistance whether by phone for information or in person.

Francis DePiano expressed his concerns about running thin on coverage due to shortage of officers. With the amount of calls going up and traffic arrests going down; officers cannot put in the time to proactive concerns.

Chief said he would like to discuss this under the current staffing portion of the meeting.

**Motion:**

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

**VEHICLE REPORT:**

Dave Moyer asked what was wrong with car 7. Chief was not sure; however, it was out of service for awhile.

The Chief stated that new vehicles are set aside for the department, he has not sent purchase orders as of yet because there are some options that he would like to include, however he is waiting for the board's approval in reference to the budget for these vehicles. The Chief would like to discuss this under the Budget portion of the meeting.

Open discussion took place regarding idle time, and mileage.

**Motion:**

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

**UPDATE:**

- **Pension** – Handouts were presented to the commission for their review. The Chief reported that the fund was down for the quarter, but up 5% for the year. It lost 162,000 for the quarter but was up 500,000 for the year.
- **Current Staffing** – Chief discussed the following:

The resignation of Officer Strenchock to take a job with the Pennsylvania State Police.

Chief stated that in 2009 we were at 44 officers, 2011 at 43 officers, 2012 with this recent resignation we are currently down to 37 officers of which 3 are on workers comp bring the total to 34. Additionally, breaking down to special assignment and administrative we have 23 officers on patrol handling 1300 calls per month. This figure includes supervisors that have strong administrative duties – which currently leave 17/18 patrol officers. Discussion followed concerning calling Eric Rath back to duty and the possibility of starting a new hiring list.

**Motion:**

James Frutchey made a motion to offer employment to Eric Rath to come back to active duty; motion was seconded by Francis DePiano. The motion passed unanimously.

Open discussion took place on hiring process.

**Motion:**

James Frutchey made a motion to start hiring process; motion was seconded by James Warriner. The motion passed unanimously.

- **Community Events/Special Thanks** – National Night Out, hosted by the Foundation was a success. The Chief also attended National Night Out hosted by A Pocono County Place.

**NEW BUSINESS:**

- **2013 MMO-Non Uniform Pension** -\$8,244.67

**Motion:**

Juan Adams made a motion to approve the 2013 Non- Uniform MMO contribution of \$8,244.67, motion was seconded by Richard Dorkoski. The motion passed unanimously.

- **2013 MMO-Police Pension** - \$675,752.00

**Motion:**

Francis DePiano made a motion to approve the 2013 Uniform MMO contribution of \$675,752.00, motion was seconded by Joseph Warriner. The motion passed unanimously.

- **2013 Budget** - the Chief referred to a phone conference with Vijay Kapoor – regarding the Budget Projection Analysis Project- Mr. Kapoor will be contacting representatives from each municipality to get their budget for a model projection for PMRPD budget. Once the model is complete Mr. Kapoor would like to have an executive session to discuss the model.

Chief mentioned that vehicle purchases were discussed by Kapoor, a suggestion to take out of Capital rather than lease payments. Chief also stated he is trying to secure a grant for next year vehicle purchases.

Francis DePiano stated, as a general rule you do not take money out of reserve for yearly expenses. The Chief continued that this is something Mr. Kapoor would like to discuss with the commission.

- Chairman Roy Gross referred to the resignation letter submitted by Daniel McDavitt to the Commission.

**PUBLIC PARTICIPATION:**

There was no public participation.

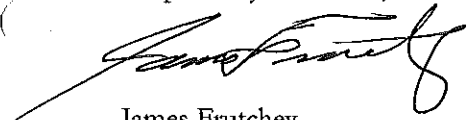
**ADJOURNMENT:**

**Motion:**

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

The meeting adjourned approximately 7:58 p.m.

Respectfully submitted,



James Frutchey  
Pocono Mountain Regional Police  
Commission Secretary

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit and personnel issues. The Executive Session began approximately 7:45 p.m. and ended approximately 9:00 p.m.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
9 OCTOBER 2012**

**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	-SECRETARY
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-MEMBER
RICHARD DORKOSKI	-BOROUGH OF MOUNT POCONO	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE

**ABSENT:**

HARRY COLEMAN	-SOLICITOR
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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:**

James Frutchey made a motion to approve the Minutes of 11 September 2012 Regular Business Meeting, seconded by Francis DePiano. The motion passed unanimously.

**APPROVE BILLS:**

**Motion:**

Joseph Warriner made a motion to approve the Bill-pack of 9 October 2012 in the amount of \$89,641.38 seconded by Francis DePiano. The motion passed unanimously.

**SEPTEMBER POLICE REPORT:**

Total calls for the month of September were 1157 total calls consisting of 1078 Complaints and 79 Accidents. There were a total of 91 Criminal Arrests, 113 Traffic Arrests, 107 Traffic Warnings and 2 Ordinance Arrests.

Chief commented on the hours in Coolbaugh Township for the double homicide. Additionally, the Chief commended Det. Luthcke and Det. Bohrman on a very thorough investigation and a job well done. He also stated that crime is steady and the proactive arrest is down because the officers do not have enough time to spend on proactive policing.

**Motion:**

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

**VEHICLE REPORT:**

Open discussion took place on the estimated time of arrival of the new vehicles. Lt. Lavery stated car # 7 is officially out of service. He continued that car # 15 out of service due to light bar issue that was being repaired by Kreckman's. Kreckman's still have not been able to resolve the issue. Lt. Lavery expressed his discontent with the service the department has been receiving from Kreckman's and is looking into other options.

**Motion:**

James Frutchey made a motion to accept the September Vehicle Report, seconded by Juan Adams. The motion passed unanimously.

**UPDATE:**

- **2013 Budget**– Chief thanked the municipalities for speaking with Vijay Kapoor from PFM for the Budget Projection Analysis Project. Chief continued that he is waiting to hear from Mr. Kapoor to find out what the next step will be.
- **2012/2013 Hiring**– Chief Lewis stated that an ad will be placed this weekend. The written test is scheduled for November 17<sup>th</sup>; physical fitness portioned it scheduled for December 15, 2012.

Chairman Gross asked if it was being advertized in preparation of a hiring list; since the budget is not complete. Mr. Dorkoski stated; and the Chief agreed, we were under the impression that we were replacing officers that were lost." John Kerrick wanted to know who we lost. The Chief stated that Sgt. Caponigro left, Mike Strenchock went to State Police and Eric Rath did not except the position to come back.

- **Community Events**-National Take Back Day – DEA along with Det. Chris Boheim took in over 30 pounds of prescription drugs. Chief Lewis also commented on the Foundation Fundraiser on September 8<sup>th</sup> which raised in excess of \$15,000 for the day.

**NEW BUSINESS:**

- **New Race**- Scheduled for July 7<sup>th</sup> at the race track (Indy Cars)

**PUBLIC PARTICIPATION:**

There was no public participation.

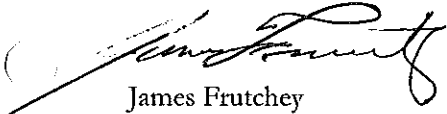
**ADJOURNMENT:**

**Motion:**

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

The meeting adjourned approximately 7:25 p.m.

Respectfully submitted,



James Frutchey  
Pocono Mountain Regional Police  
Commission Secretary

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit and personnel issues. The Executive Session began approximately 7:30 p.m. and ended approximately 8:15 p.m.



**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
13 NOVEMBER 2012**

**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	-SECRETARY
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-MEMBER
RICHARD DORKOSKI	-BOROUGH OF MOUNT POCONO	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
JOSEPH WARRINER	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY W LEWIS		-CHIEF OF POLICE

**ABSENT:**

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 7:03 p.m. by Chairman Roy Gross with the Pledge of Allegiance.

**APPROVE MINUTES:**

**Motion:**

Francis DePiano made a motion to approve the Minutes of 9 October 2012 Regular Business Meeting, seconded by James Frutchey. The motion passed unanimously.

**APPROVE BILLS:**

**Motion:**

Francis DePiano made a motion to approve the Bill-pack of 13 November 2012 in the amount of \$451,699.26 seconded by Joseph Warriner. Fran DePiano questioned check # 11924 – Morning Call advertisement for Police Officer applications for a weekend run. Kathy explained that she believed that included placement on Career Builder and other on-line sites. The motion passed unanimously.

**OCTOBER POLICE REPORT:**

Total calls for the month of October were 1290 total calls consisting of 1224 Complaints and 66 Accidents. There were a total of 148 Criminal Arrests, 156 Traffic Arrests, 166 Traffic Warnings and 39 Ordinance Arrests.

Chief Lewis stated it was a busy month for the officers. 500 calls were handled in a 30 day period. The storm was handled well. He continued, all detectives were in uniform; 350 calls were handled in that four day period with only 5 hrs in accrued overtime. The Chief stated storm related incidents will be turned into Guy Miller.

**Motion:**

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

**VEHICLE REPORT:**

Fran DePiano asked what the status was on the new cars. Chief Lewis stated that he checked on the cars in case they were going to be delivered before the end of November and explained that he did not want to take receipt of vehicles until after December 1<sup>st</sup>, saving \$4,000.00 in car payments.

Open discussion took place regarding the vehicle report.

**Motion:**

Juan Adams made a motion to accept the October Vehicle Report, seconded by Joseph Warriner. The motion passed unanimously.

**UPDATE:**

- **2013 Budget** – Chairman Gross asked if the increase was due to the mandatory contract increase. Chief stated that the increase was 275,000 more and the salary increase was 3 %. He continued of the 275,000.00, \$113,000.00 is officer salaries so the budget itself is going up \$162,000.00

Roy Gross went over the breakdown increase per municipality – \$36,418.00 Mt Pocono, \$90,503.00 Tobyhanna Township, \$35,431.00 Tunkhannock Township and \$114,150.00 Coolbaugh Township.

Chief stated that we have shrunk the size of the department, cut costs and have been under budget every year we have found different ways to generate revenue. The Chief suggested having another meeting to discuss the budget further. A budget meeting was scheduled for 11/20/12 at 5 p.m.. The meeting is to be advertized.

- **2012/2013 Hiring**– Chief indicated that there are 198 applicants scheduled to take the test on Saturday November 17<sup>th</sup>.

**NEW BUSINESS:**

- **3<sup>rd</sup> Quarter Budget Review**- Annie Lambertson had a question on line 410.172 Annual Leave at 245% of budget. Chief Lewis explained that we did not budget for Tony Caponigro pay out of all unused vacation and sick pay out due to his retirement. Roger Capoccia's payout for his retirement was included in the budget.

**PUBLIC PARTICIPATION:**

There was no public participation.

**Executive Session:** The Commission went into Executive Session for personnel issues. The Executive Session began approximately 7:55 p.m. and ended approximately 8:20 p.m.

**ADJOURNMENT:**

Return from Executive Session

Budget question: Fran DePiano asked about the difference in wages for Sergeants line item 410.130. The Chief stated the difference reflects not replacing Sgt. Caponigro.

Chairman Gross stated that he would like to see that each municipality numbers stay the same. The Chief stated he would see what he could do.

**ADJOURNMENT:**

**Motion:**

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

The meeting adjourned approximately 8:25 p.m.

NOTE: There was a Special Budget Meeting scheduled and held on 20 November 2012 at 5:00 p.m.

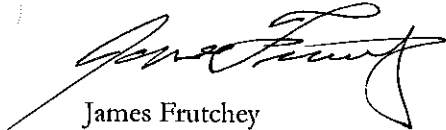
NOTE: There was a second Special Budget Meeting scheduled and held on 26 November 2012 at 5:00 p.m.

**MOTION:**

John Kerrick made a motion to adopt the 2013 Draft 2A Budget without replacing the officer in the amount of \$5,756,982.63, seconded by Richard Dorkowski. The motion passed unanimously.

Anne Lamberton made a motion to suspend the current hiring process after the Physical Agility test until further notice, seconded by John Kerrick. The motion passed unanimously.

Respectfully submitted,



James Frutchey  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
12 DECEMBER 2012**

**PRESENT:**

ROY J GROSS	-BOROUGH OF MOUNT POCONO	-CHAIRMAN
JOHN E KERRICK	-TOBYHANNA TOWNSHIP	-VICE-CHAIRMAN
JAMES FRUTCHEY	-COOLBAUGH TOWNSHIP	-SECRETARY
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-MEMBER
RICHARD DORKOSKI	-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:**

FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-TREASURER
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.

**Executive Session:** The Commission went into Executive Session for personnel issues. The Executive Session began approximately 7:05 p.m. and ended approximately 7:48 p.m.

Meeting resumed 7:49

**APPROVE MINUTES:**

**Motion:**

James Frutchey made a motion to approve the Minutes of 13 November 2012 Regular Business Meeting, seconded by Joseph Warriner. The motion passed unanimously.

**APPROVE BILLS:**

**Motion:**

Joseph Warriner made a motion to approve the Bill-pack of 12 December 2012 in the amount of \$125,443.95 seconded by Juan Adams. The motion passed unanimously.

**NOVEMBER POLICE REPORT:**

Total calls for the month of November were 1064 total calls consisting of 993 Complaints and 71 Accidents. There were a total of 129 Criminal Arrests, 229 Traffic Arrests, 173 Traffic Warnings and 4 Ordinance Arrests. Chief Lewis stated that there were no distinct incidents that need to be noted.

**Motion:**

Juan Adams made a motion to accept the November Police Report, seconded by John Kerrick. The motion passed unanimously.

**VEHICLE REPORT:**

Chief Lewis stated that the three new cars were delivered today. They will be replacing car numbers 3, 5, and 7. Stripping and radio installation needs to be done before the vehicles are ready for patrol.

**Motion:**

Joseph Warriner made a motion to accept the November Vehicle Report, seconded by John Kerrick. The motion passed unanimously.

**UPDATE:**

- **Pension** – Chief Lewis stated that the pension is still doing very well. Chief referred to page 2.1 stating YTD the fund is operating at 11.25 %. Chief also mentioned that he asked Mr. Spagnola about the fee; and it was the Chiefs understanding that most companies charge 1% of portfolio value. It was suggested that Harry Smith receive a copy of the pension report. Kathy stated she would mail him a copy.
- **Policy Revision** – 8-3 Vehicle Enforcement Action Chief stated that verbal warnings are down to a minimum. Warnings are documented in our data base.

**Motion:**

James Frutchey made a motion to accept the revision of 8-3 Vehicle Enforcement Action seconded by Joseph Warriner. The motion passed unanimously.

- **Hiring Process** – Chief stated as discussed in previous meeting it does not appear that we will be replacing the officer that went to the State Police. The physical fitness test is this weekend which is a pass fail. Anyone who passes will technically be put on a list that we will freeze until we decide if we want to move forward or not. It was recommended to put the hiring process on the agenda in January after the physical fitness test.
- **2013 Budget** – The Chief stated he received an e mail from the school district stating that they will fund the full amount for the SRO this year. They were originally contemplating only paying for the amount of time the officer was in the school but for this year they will fund the full amount. The Chief has not received anything official from the district confirming this email. However, this would provide the department another \$25,000.00.

Joseph Warriner questioned line 405.130 Salary- Executive Assistant and 405.140 Wages Secretary asking if that was reflecting current salaries. Chief stated that was budged with a raise for next year. Increases of 3% for the Executive Assistant in the amount of \$1,800.00, and a total of 3% equal to \$3,400.00 for the remaining 4 secretaries. Juan Adams asked if all the wages have a percentage increase. The Chief stated that he did not give himself a raise to ensure the “other people did”. John Kerrick stated that there may be some adjustments to the budget. The Chief asked if these adjustments are something that we should reflect on asking if they were on line items and Mr. Kerrick stated it was executive and not to be discussed at the present time.

- **Community Events** –November 14- Det. Sgt. Ken Lenning- Northampton Community College

November 14- Det. Sgt. Ken Lenning – State Representative Mario Scavello-regarding legislation for background checks in private businesses dealing with children.

**NEW BUSINESS:**

- **Resolution # 2012-** Transfer of unencumbered Monies from one account to another. Kathy gave a brief explanation of items that we have gone over on budget.

**Motion:**

James Frutchey made a motion to accept the Transfer of unencumbered Monies from one account to another the motion was seconded by John Kerrick. The motion passed unanimously.

- **Monroe County Central Booking Center** - Chief stated that the project went live last Saturday and that it will hopefully save some man hours. (usually 1 hr per arrest)
- **Set Reorganization Meeting** - January 8, 2013 at 7:00

**Motion:**

John Kerrick made a motion to set the Reorganization Meeting January 8<sup>th</sup> 2013 the motion was seconded by Juan Adams. The motion passed unanimously.

**PUBLIC PARTICIPATION:**

Vincent Massaro – Commend the officers for doing a great job. Mr. Massaro expressed that he wished that the commission was able to hire other officers however now understood the budget process a little better.


**ADJOURNMENT:**

**Motion:**

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

The meeting adjourned approximately 8:26 p.m.

Respectfully submitted,



James Frutchey  
Pocono Mountain Regional Police  
Commission Secretary

**EXECUTIVE SESSION:** There was an Executive Session, after the meeting to discuss pending law suit and personnel issues. The Executive Session began approximately 8:30 p.m. and ended approximately 9:00 p.m.