

CENTRAL BUCKS REGIONAL POLICE COMMISSION
Minutes
October 27, 2014

The monthly meeting of the Central Bucks Regional Police Commission was called to order by Chairman David Holewinski at 7:30 PM. All Commission members were present with the exception of Mr. Det Ansinn, Mr. David Laustsen and Chief James Donnelly. Also present were Lt. Pat Penecale, Mr. John Davis, Mr. Bill Macklem and Mr. David Sander. The Pledge of Allegiance was led by Mr. Holewinski.

Approval of Minutes: A motion was made by Ms. Susan Madian to approve the meeting minutes of September 22, 2014; seconded by Mr. Ron Strouse. Motion approved.

Commendations: Lt. Pat Penecale presented an Official Commendation to Officer Bryan Pullar, Officer Scott Stewart and Officer Matthew Smith for their response to a medical incident that took place on August 23, 2014. The Officers actions had a direct impact on the outcome of the incident. Mr. David Holewinski commented the Commission was extremely proud of the officers' actions and professionalism.

Finance Report:

2015 Budget – Mr. John Davis reviewed the updated 2015 proposed budget. The budget reflects a 12-hour shift schedule. Ms. Carolyn Brinker, Finance Director for Doylestown Borough, worked in conjunction with the Police Department going through line items and fine tuning the budget. Although the decision to use 12-hour shifts in scheduling has not yet been determined, Mr. Davis recommended using the 12-hour shift budget as it is a more conservative number. A motion was made by Mr. Strouse to recommend the Proposed 2015 Budget to Doylestown Borough Council and New Britain Borough Council; seconded by Ms. Susan Madian. Motion approved.

2015 Cost Distribution – Mr. Holewinski quoted the actual 2015 Cost Distribution as 73.59% Doylestown Borough and 26.41% New Britain Borough.

Finance Committee – Mr. Strouse proposed the addition of one or two members to the Finance Committee in 2015 who possessed financial and/or pension expertise. Ms. Madian suggested the new members come from outside the Commission and Borough Councils. Mr. Sander suggested and was directed to create an ordinance that encompassed the creation of the Finance Committee, outline member allocation (i.e. an elected official from each Borough, one or two public members, etc.), election of officers, duties and responsibilities. Ms. Margaret Remy has resigned from the Finance Committee. A motion was made by Mr. Strouse to nominate Ms. Robyne Kelemen to the Finance Committee; seconded by Mr. Holewinski. Motion approved.

Actuarial and Pension RFPs – The Finance Committee received about twelve investment and actuarial firm responses to the Actuarial and Pension RFP's. On September 15, 2014, the Finance Committee and Chief James Donnelly, Officer Matthew Smith, and Ms. Brinker reviewed the proposals. The proposals were narrowed down to four who were interviewed by the Finance Committee on October 7, 2014. A follow-up meeting was held on October 20, 2014, at which time the all information was reviewed, including the interviews, proposals and the Finance Committee's research. It was concluded that the

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current needs would be best fulfilled by Univest; for both actuarial services and pension investment. It is the intention of the Finance Committee to formally review those services in three years' time and request new RFP's. A motion was made by Mr. Strouse to award Univest the Actuarial and Pension Investment Services contract; seconded by Ms. Madian. Motion approved.

Mr. Davis has a draft plan document ordinance for the non-uniform pension plan which he will provide a copy to Mr. Sander. The ordinance should be on the agenda for the November meeting to approve advertising prior to adopting the ordinance at the December meeting. Mr. Davis explained the plan is a continuation of the non-uniform pension plans the individual boroughs had with a seamless transaction from old to new place of employment.

Police Activity: Lt. Penecale reported on the police activity for the month of September including 21 felonies and misdemeanors, 10 reportable accidents, 7 Part I crimes and 50 Part II crimes. Traffic Enforcement and Speed Details were at 365 for the month and Special Patrols at 88. Overall, September is following the same trend as seen throughout 2014, crime has been reduced.

New Business:

Commission Resignation/New Appointment – Ms. Margaret Remmey resigned from New Britain Borough Council and the Central Bucks Regional Police Commission. Ms. Robyne Kelemen's position will change from New Britain Borough's Alternate Member to Commission Member. Mr. Bill Macklem will be the New Britain Borough Alternate Member.

12-Hour Shifts - The Commission discussed the possibility of reducing or increasing overtime expenses as a result of using a 12-hr shift schedule. Mr. Strouse inquired about alternative schedules. Lt. Penecale explained it was not possible to use alternative schedules outside the 8-hr or 12-hr, as the size of the department places limitations on filling those schedules. Mr. Davis suggested the Commission use financial benchmarks in making their decision to use the 12-hour trial schedule for 2015. Mr. Strouse explained additional benchmarks need to be considered as well, which were reflected in the studies that Mr. Det Ansinn had provided previously. In the absence of Chief Donnelly, this topic will be tabled until the next Commission meeting.

Old Business:

Police Policies – Lt. Penecale tabled this discussion until the November meeting.

Town Hall Meeting – The Commission decided February 25, 2015 will be the date of the Town Hall Meeting at Delaware Valley College. The meeting will also serve as the February Commission meeting. Mr. Davis confirmed he will have the necessary documentation for presenting the PennDot building as the new police facility.

Public Comment: None.

Executive Session: This session will take place after adjournment as a discussion only; no decisions will be made during the session.

Adjournment: Ms. Kelemen made a motion to adjourn at 8:06 PM; seconded by Ms. Madian. Motion approved.

Respectfully submitted:

Chief James Donnelly