

CENTRAL BUCKS REGIONAL POLICE COMMISSION

Minutes

December 20, 2016

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. Also present were Chief James Donnelly, Captain Karl Knott, and Ms. Melissa Rigney for Mr. David Sander. Mr. Holewinski led the Pledge of Allegiance.

RETIREMENT RECOGNITION: The Police Commission recognized and thanked Corporal Kevin Lenahan for his 28 years of dedicated service. The Central Bucks Regional Police Benevolent Association presented Corporal Lenahan with framed memorabilia.

APPROVAL OF MINUTES: A motion was made by Mr. Det Ansinn to approve the meeting minutes of November 28, 2016; seconded by Ms. Marilyn Becker. Motion approved.

FINANCE:

Reports - Chief Donnelly reported expenses for November YTD were \$4,491,738.77 which represents 88.09% of the annual budget. A motion was made by Mr. Ron Strouse to approve the invoices to be paid for the month of November; seconded by Mr. Peter LaMontagne. Motion approved.

2016 Year-End Projection – Chief Donnelly stated CBRPD saved monies in 2016 with the exception the following unanticipated expenses for 2016: vacation cash out/comp and sick time buy back \$18,770.80; unemployment insurance \$6,147; additional cost for 2015 audit \$5,118; increase in part-time usage \$5,000; FICA cost \$1,300; totaling \$36,335.80. The buyback amount of \$18,770.80 was higher than initially anticipated and complicated projection due to 12-hour shift schedule. The ammunition budget for 2016 in the amount of \$5,000 will not be used. Ammunition purchase will take place in 2017. LTrons and Atlantic Tactical costs \$5,900 will offset the match required by CBRPD for the Municipal Assistance Grant. Chief Donnelly explained those two items will offset the \$26,000 shortfall by \$10,900. He further explained the department is still looking at the budget line by line to move items and the 2016 budget was complicated by a 9-month budget extending over 12 months due to the regionalization of Chalfont Borough. Chief Donnelly stated overtime costs were \$75,000 over budget due to 12-hour shift schedule and shortage in manpower, however, staff met earlier in the day to effect procedures to manage the overtime going forward. The Commission suggested preparation of a 5-year budget projection for the department. There was discussion about the municipality shortfall amount and if the reserve fund could be used; it was decided the reserve fund is a cash flow reserve and would not be used for shortfall, in addition the amount of shortfall to each municipality is a small amount not worthy of disrupting reserve funds.

POLICE ACTIVITY: Chief Donnelly reported 2,309 incidents for November (CB-513; DB-1305; NBB-491); reportable accidents totaled 6 (CB-2; DB-3; NBB-1); total Part I Crimes 11 (CB-2; DB-7, NBB-2); and total Part II Crimes totaled 40 (CB-4; DB-30; NBB-6).

NEW BUSINESS:

Civil Service Commission Attorney – A motion was made by Mr. Strouse to re-appoint the current Civil Service Attorney, Michael P. Clarke, Rudolph Clark, LLC at the same rate of pay \$150.00 per hour; seconded by Ms. Becker. Motion approved.

Smart Policing Initiative 2017 – Chief Donnelly reported the department will be applying for the Smart Policing Initiative at the end of January which was earlier than anticipated. The initiative includes partnering with 16 other police departments, the District Attorney’s Office, Delaware Valley University and Adult Probation.

OLD BUSINESS:

Police Commission Meetings 2017 – A motion was made by Mr. Ansinn to publish the 2017 Police Commission meeting schedule reflecting change in venue from municipality to municipality; seconded by Mr. John Abbott. Motion approved.

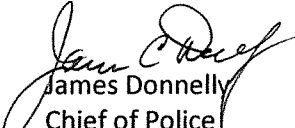
PUBLIC COMMENT: None.

EXECUTIVE SESSION: At 8:06 PM, the Police Commission meeting adjourned to Executive Session to discuss Personnel matters and reconvened at 8:21 PM.

Motion to Relieve Officer Scott Stewart from Duty - A motion was made by Mr. Ansinn to authorize Chief James Donnelly to relieve Officer Scott Stewart of his duties pursuant to the Loudermill Notice issued November 22, 2016; seconded by Mr. Strouse. Roll call as follows: Mr. Ansinn-yes; Mr. Strouse-yes; Mr. LaMontagne-yes; Mr. Abbot-yes; Mr. Holewinski-yes; Ms. Becker-yes. Motion approved.

ADJOURNMENT: A motion was made by Mr. Strouse to adjourn the meeting at 8:26 PM; seconded by Mr. Abbott. Motion approved.

Respectfully submitted,


James Donnelly
Chief of Police