

CENTRAL BUCKS REGIONAL POLICE COMMISSION

Minutes

October 24, 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, Captain Pat Penecale, Mr. David Sander, Mr. John Davis, Ms. Sandra Zadell, and Ms. Caroline Brinker. Mr. Holewinski led the Pledge of Allegiance.

APPROVAL OF MINUTES: A motion was made by Mr. Det Ansinn to approve the meeting minutes of September 26, 2016; seconded by Mr. Ron Strouse. Motion approved.

FINANCE:

Reports – Chief Donnelly reported expenses for September YTD were \$3,246,420.22 which represents 63.66% of the annual budget. A motion was made by Mr. Det Ansinn to pay the CBRPD bills presented to Commission; seconded by Ms. Marilyn Becker. Motion approved.

2017 Budget – Mr. Strouse explained the Finance Committee met on October 20, 2016 to review the 2017 Budget passed by the Commission in August 2016. The changes made show revenue for police services to be slightly lower than anticipated; healthcare premium costs are lower than anticipated; sales fixed assets are slightly down; expenditures for administration have a \$5,000 increase to legal fees as the 2016 legal budget was substantially higher than forecasted; and, a capital item of engineering costs has been added for the Broad Street headquarters. Mr. Strouse made a motion to adopt the 2017 Budget as presented and forward to the respective Boroughs for their approval; seconded by Mr. Ansinn. Motion approved.

Crossing Guards – There was extensive discussion regarding the crossing guard line item on the 2017 Budget. Since its inception, January 1, 2014, Central Bucks Regional Police Department has been operating with crossing guards on their budget, including oversight of staff (hiring, firing, training, placement, payroll, uniforms, and substitution when absences occur). CBRPD is reimbursed half the costs by the Central Bucks School District. The topic of discussion revolved around whether crossing guards was a police service or if the respective municipality should be in control and responsible for the expenditure. Mr. Sanders explained, currently under Borough Code, “crossing guards” are under the chapter called “Police.” However, in the provision itself, it refers to the hiring and compensation of crossing guards under the control of Borough council and the school district. The Borough Code does contemplate regional police but does not talk about crossing guards in regional setups. Mr. Sanders concluded there is no right or wrong answer and it is up to the Commission to decide. He further stated the Commission has agreed to the current arrangement since 2014. Those present expressed their belief that crossing guards are a police function include Chief Donnelly, Mr. Strouse, Mr. Ansinn, Mr. O’Brien, Mr. John Davis, Ms. Sandra Zadell, Mr. John Engle, Ms. Marilyn Becker, and Ms. Caroline Brinker. Those expressing the opposite view, in varying degrees, included Mr. David Holewinski, Mr. Peter LaMontagne, Mr. John Abbot, and Ms. Robyne Kelemen. Further discussion was had regarding the inclusion of “crossing guards” into the Intergovernmental Agreement which currently states “police services.” The decision of the Commission was to table the crossing guard issue until January 2017 Police Commission meeting. A motion was made by Mr. Strouse to forward the 2017 Budget, including

crossing guards, to the respective municipalities for their approval; seconded by Mr. Ansinn. Motion approved.

Resolution 2016-04 – A resolution of the CBRPD approving the sale of two police vehicles via on-line electronic auction using MiniciBid; repealing all inconsistent resolutions or parts thereof; providing a severability clause; and providing an effective date. A motion was made by Mr. LaMontagne to approve and accept Resolution 2016-04; seconded by Mr. O’Brien. Motion approved.

Part-Time Police Clerk – Chief Donnelly reported the Finance Committee has reviewed and recommends the proposed hiring of a part-time police clerk. The police clerk will work 20 hours per week opposite the current part-time police clerk at \$17.02/hr. A motion was made by Mr. Strouse to approve the hiring of a part-time police clerk effective October 31, 2016; seconded by Mr. LaMontagne. Motion approved.

Police Chief Search Firm – Chief Donnelly presented three professional search processes for a Police Chief upon his retirement. For budgetary purposes, in the event the Commission decides to engage a professional organization to conduct an executive search, \$20,000 was placed in the 2017 Budget to cover search expenses. This topic will be further discussed at the January 2017 Commission meeting.

POLICE ACTIVITY - Chief Donnelly reported 2,187 incidents for September (CB-444; DB-1318; NBB-425); reportable accidents totaled 3 (CB-0; DB-3; NBB-0); total Part I Crimes 21 (CB-2; DB-13, NBB-6); and total Part II Crimes totaled 57 (CB-7; DB-45; NBB-5).

NEW BUSINESS:

Drug Box – Chief Donnelly reported a Drop-Off Drug Box, compliments of the State of PA, will be placed in the lobby of CBRPD headquarters by November. The public will be able to drop off unused and/or expired medications Monday through Friday during business hours.

Mobile Education Team – CBRPD received a formal invitation to conduct a congressionally funded Mobile Education Team that awards twelve seminars per year nationally. The seminar is facilitated by the U.S. Naval Post Graduate School and is designed to meet the priorities and challenges of local jurisdictions for emergency response and disaster management. The proposed seminar would be held in March 2017 and would seat approximately 40 invited guests from area agencies and municipalities. Mr. Strouse made a motion to approve the Mobile Education Team seminar to be held in March 2017; seconded by Mr. Ansinn. Motion approved.

OLD BUSINESS:

Smart Policing Initiative Grant – Chief Donnelly presented a packet regarding feedback from the federal grant and the intention to apply for the 2017 grant cycle. The 2016 grant cycle was awarded to Kansas City, Lowell, Detroit, Madison, Atlanta and Sacramento. Chief Donnelly will be forming a Strategic Grant Planning Committee incorporating the feedback from the Bureau of Justice to identify and refine reapplication for the grant. The committee will consist of five police chiefs from the 2016 collaboration and begin in November.

PUBLIC COMMENT: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: A motion was made by Mr. Strouse to adjourn the meeting at 8:58 PM; seconded by Ms. Becker. Motion approved.

Respectfully submitted,

James Donnelly
Chief of Police