

## CENTRAL BUCKS REGIONAL POLICE COMMISSION

### Minutes

November 23, 2015

**EXECUTIVE SESSION:** An executive session took place at 7:00 PM to discuss personnel related matters. All Commission members were present except Mr. Ron Strouse, Mr. Bill Macklem, and Mr. Det Ansinn. Also present were Chief James Donnelly, Ms. Caroline Brinker, Mr. David Sander, and Mr. John Davis. The Executive Session ended at 7:27 PM.

The monthly meeting of the Central Bucks Regional Police Commission was called to order by Vice Chairman David Holewinski at 7:31 PM. Mr. Bill Macklem, Commission member, joined the meeting after Executive Session. Additionally, Lt. Pat Penecale and Mr. John Engel were present.

**APPROVAL OF MINUTES:** A motion was made by Mr. Bill Macklem to approve the meeting minutes of October 26, 2015; seconded by Mr. Jack O'Brien. Motion approved.

### **FINANCE:**

**Finance Reports** – Chief Donnelly reported expenses for October YTD were at 80.44% of the budget; \$2,945,192.50 October YTD expenses out of \$3,661,352.00 for the year.

**AFSCME Local 1598 Contract** – A motion was made by Ms. Robyne Kelemen to approve the AFSCME Local 1598 Contract; seconded by Mr. Jack O'Brien. Motion approved.

**Authorization to Advertise Ordinance 2015-03 Amending Pension Plan for Full-Time Non-Uniform Employees** – A motion was made by Mr. Macklem to advertise the Ordinance Amending Pension Plan for Full-Time Non-Uniform Employees; seconded by Mr. O'Brien. Motion approved.

**Adoption of 2016 Final Budgets** – Ms. Caroline Brinker explained the changes from the preliminary budget, including Chalfont, as follows: clerical staff salary increases have been reduced from the number Chief Donnelly proposed resulting in a \$12,500 savings; removal of police patrol vehicle purchase and in-car video camera resulting in a \$43,500 savings; and changes to the health/RX insurance as a result of the AFSCME contract resulting in \$3,100 savings. Additionally, liability insurance incurs an additional \$11,000 from what was originally projected. These changes result in overall expenditure reduction of \$48,000 which would reduce costs for the municipalities; Doylestown Borough \$29,000, New Britain Borough 10,000, and Chalfont Borough \$9,000.

Ms. Brinker explained the changes to the preliminary budget, excluding Chalfont, as follows: clerical staff salary increases would be reduced by \$4,000, health insurance reduced by \$3,000, and capital outlay reduced by \$43,000 which includes the patrol vehicle purchase and in-car video. These changes result in overall expenditure reduction of \$50,300 which would reduce costs for the municipalities; Doylestown Borough \$37,500 and New Britain Borough \$13,500.

Mr. John Davis stated if a contract is achieved between the PBA's and the Commission, it may change the budget by \$6,000-7,000. He further stated that December 3, 2015 is the anticipated final day to determine which budget will be used.

A motion was made by Ms. Kelemen to approve the proposed 2016 budgets, with and without Chalfont; seconded by Mr. O'Brien. Motion approved.

**POLICE ACTIVITY:** Chief Donnelly reported October incidents for Doylestown 1,002; New Britain 420. Felonies and misdemeanors for Doylestown totaled 22; New Britain 7. Citations and warnings for Doylestown totaled 168; New Britain 52.

**NEW BUSINESS:**

**Town Hall Meeting 2016** – Chief Donnelly reported Delaware Valley University’s availability for CBRPD’s town hall meeting would be Wednesday, February 17, 2016. The Commission agreed February 17, 2016 would be a tentative date and the Commission would revisit at the January Commission meeting. As a pre-cursory look at crime for 2015, Chief Donnelly reported crime is down overall, however, burglaries are up. Notwithstanding the increase in burglaries, the Department maintains a high clearance rate for burglaries.

**Cost Distribution Calculation** – Ms. Kelemen has been requested by New Britain Borough to study the cost distribution of police expenses and presented different algorithms for calculating cost distribution. Ms. Kelemen asked for clarification regarding population; if Chalfont has a higher population than New Britain Borough, why would New Britain Boroughs’ cost for service be higher. The same question was asked of road mileage. Chief Donnelly gave an example of Plumstead Township having a large geographical area, but not the same crime rate as a smaller jurisdiction, namely Doylestown Borough. Chief Donnelly further explained that “calls for service” is a subjective number to the department calculating the number of incidents. He further explained, in CBRPD, all activity is recorded as calls for service. For example, an Officer that does a security check on a business is counted as a call for service. This is important because if later that evening there is a burglary at that location, it starts to establish a timeline for the investigation. It was agreed that population, road mileage and crime are numbers that cannot be subjected to interpretation.

Ms. Kelemen proposed a committee be formed to determine the best equitable cost distribution calculation. It was determined that a member from each municipalities’ governing body, Chief Donnelly, and a representative of the Police Commission should comprise the committee. This item will be tabled until the January 2016 Commission meeting.

**Police Commission Members** – Mr. Kelemen inquired about the Police Commission member count being six should Chalfont join in January. Mr. Davis explained this topic was reviewing over the summer and the consensus was to have six members. The logic being that with six or seven members, a vote of four would be required. Having six members eliminates the need to rotate the number of members from each municipality on the Commission from year to year.

**OLD BUSINESS:**

**Adoption of Ordinance 2015-02 Ratifying an Intergovernmental Agreement for Body-Worn Cameras** – A motion was made by Mr. Macklem to adopt Ordinance 2015-02 Ratifying an Intergovernmental Agreement for Body-Worn Cameras Between Nine Municipalities Authorizing the Application for Federal Grant Monies to Assist in the Purchase of Body-Worn Cameras for the Police

Departments of the Municipalities; Repealing All Inconsistent Ordinances or Part Thereof; Providing a Severability Clause; and Providing an Effective Date; seconded by Mr. O'Brien. Motion approved.

**Trial 12-Hour Shift Work Schedule Agreement** – Chief Donnelly recommended the Commission approve the addendum to the existing agreement. The current Agreement expires in December. Due to the ongoing negotiations for the police contract, it is in the best interest of the Department to extend the 12-hour shifts until such time the contract is settled. At the time of settlement, new stipulations would be added to increase efficiencies. The temporary agreement allows latitude for changes to be made. The officers have asked for this Addendum as well. A motion was made by Mr. O'Brien to execute the First Addendum to Trial 12-Hour Shift Work Schedule Agreement; seconded by Ms. Kelemen. Motion approved.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** A motion was made by Mr. Macklem to adjourn at 8:12 PM; seconded by Ms. Kelemen. Motion approved.

Respectfully submitted,

James Donnelly  
Chief of Police