

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
12 JULY 2022**

PRESENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
WILLIAM WEIMER	-COOLBAUGH TOWNSHIP	-TREASURER
BRENDON CARROLL	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID CARBONE	-TOBYHANNA TOWNSHIP	-MEMBER
CRAYSON CHEUNG	-TUNKHANNOCK TOWNSHIP	-MEMBER
KURT CUMMINGS	-COOLBAUGH TOWNSHIP	-MEMBER
RANDY ALTEMOSE	-MOUNT POCONO BOROUGH	-MEMBER
DON STRUCKLE	-MOUNT POCONO BOROUGH	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
OWEN COLEMAN		-HARRY COLEMAN LAW

ABSENT:

JOHN SEESE	-BARRETT TOWNSHIP	-SECRETARY
TONY LAMANTIA	-COOLBAUGH TOWNSHIP	-MEMBER

CALL TO ORDER:

The Regular Business 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 Moyer with the Pledge of Allegiance.

ROLL CALL:

EXECUTIVE SESSION

There was an Executive Session prior to the Regular Meeting on Personnel. The Executive Session started approximately 6:30 p.m. and ended approximately 6:50 p.m.

APPROVE MINUTES:

Motion:

Dave Carbone made a motion to adopt the minutes of 14 June 2022, seconded by Francis DePiano. The motion passed unanimously.

APPROVE BILLS:

Motion:

Francis DePiano made a motion to approve the Bill-pack of 12 July 2022 in the amount of \$337,070.99, seconded by Kurt Cummings. The motion passed unanimously.

POLICE REPORT:

Total calls for the month of June were 1184 consisting of 1098 Complaints and 86 Accidents. There were a total of 70 Criminal Arrests, 89 Traffic Arrests, 77 Traffic Warnings and 6 Ordinance Arrests.

Chief Wagner went over the monthly and year to date activity numbers per municipality as well as the UCR Crime Stats.

Motion:

Francis DePiano made a motion to accept the June Police Report, seconded by Crayson Cheung. The motion passed unanimously.

VEHICLE REPORT:

Chief Wagner stated we are still waiting on upfit components for the new vehicles and then reviewed the mileage and expense report for June.

Motion:

Francis DePiano made a motion to accept the June Vehicle Report, seconded by Brendon Carroll. The motion passed unanimously.

NEW BUSINESS:

- **Speed Studies**

Chief reviewed the June Speed Studies conducted at the following locations:

SR 115 by Wieands
Allegheny @ Pipe Line
Kuhenbeaker by High Country
Echo Lake Road

- **LSA Grant**

Chief stated that with the technology upgrade for 2023 we are looking to deploy a License Plate Reader Program (LPR Program). Quotes received from Motorola came to an approximately of \$40,000.00 to upfit 2 vehicles and a mobile platform. To fund this program we are looking to the LSA Grant for funding. We are currently working with our Grant Writer Eve Wenger which is typically funded through the Pocono Mountain Regional Police Foundation.

- **Support Staff Compensation**

- Moving through new contracts for sworn and non-sworn personnel, last month we went through the Collective Bargaining Agreement with the Officers and the Administrative Agreements. Now we will move through the Support Staff positions and the difficulties in staffing. Currently we start full-time support staff at \$16.00 per hour and very low comparatively to other starting positions. Discussion was had to raise the starting rate for Support Staff to \$18.00 per hour.

Motion:

Francis DePiano made a motion to raise the starting rate for Support Staff to \$18.00 per hour, seconded by Brendon Carroll. The motion passed unanimously.

- Suggestion regarding Support Staff yearly raises to keep consist with the sworn personnel.

Motion:

Francis DePiano made a motion to keep yearly raises consistent with sworn personnel for Support Staff, seconded by Brendon Carroll. The motion passed unanimously.

- Support Staff Employee Handbook was updated in 2012 and since then changes have been made through the years through negotiations but not officially adopted at a meeting. We would like to memorialize through this meeting the following items:
 - a. Holidays
 - b. Allow Personal Time in 1 hour increments

- c. Sick Time-Support Staff to cash out 50% of unused sick time at termination or retirement

Motion:

Francis DePiano made a motion to update the Employee Handbook for Support Staff as stated, seconded by Dave Carbone. The motion passed unanimously.

UPDATE:

- **Member Municipality Concerns**

Tobyhanna Township – Thank you for attendance at meeting.

Tunkhannock Township – Thank you for attendance at meetings.

Coolbaugh – Thank you for attendance at meetings.

Mount Pocono – Follow-up more visibility, foot patrols etc.

Barrett Township –

- **2023 CBA**

Last month motion was made to approve the 2023 CBA to take to the municipalities for any questions or comments. Commission signed the agreement this date.

- **2023 Administrative Agreements**

Last month motion was made to approve the 2023 Administrative Agreements to take to the municipalities for any questions or comments. Commission signed the agreements for Kathy Matisak, Executive Assistant, Lt. Kris Vogt, Lt. Steve Williams and Chief Chris Wagner this date.

- **2022/2023 Hiring Process**

- **Executive Assistant**

Interviews have been conducted with many very qualified candidates but unfortunately only one can be selected. Chief requested a motion to offer the position and negotiate salary with the stipulation that any negotiation would not exceed what Kathy is currently budgeted for.

Motion:

Francis DePiano made a motion to make the offer to the selected candidate and negotiate salary not to exceed the currently budgeted amount, seconded by Brendon Carroll.

Kurt Cummings asked when Kathy is leaving, Chief advised March / April next year. He is looking to start the new hire within the next 30 days in order for her to go through a complete budget process from start to finish and shadow Kathy with her remaining time here. She also needs to learn all aspects of the Support Staff positions as well.

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

- **Support Staff Position**

Through the interview process for the Executive Assistant position although not selected for that position we feel there are a couple individuals that would be a great fit to fill Laura's position.

Motion:

Francis DePiano made a motion to make the offer to the selected candidate to fill Laura's position, seconded by Brendon Carroll.

Francis DePiano asked if this would be for the other open secretarial position? Chief indicated that if the position opens up in April, yes this could be for that as well.

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

- **Pension**

Next pension meeting August 16.

- **Community Events / Letters of Support**

June 9 – Sgt. Posluszny and Cpl. Chaffee and the SRO's – Active Shooter Exercises at Pocono Mountain West and East High Schools

June 14 – Sgt. Posluszny and Cpl. Chaffee – Active Shooter Presentation with Pocono Summit Fire Company

June 23 – Sgt. Posluszny and Cpl. Chaffee – Active Shooter Presentation at Pocono Plateau Camp

PUBLIC PARTICIPATION:

NONE

ADJOURNMENT:

Motion:

Francis DePiano made a motion to adjourn the meeting, seconded by Crayson Cheung. The motion passed unanimously. The meeting adjourned approximately 7:45 p.m.

Respectfully submitted,



William Weimer
Pocono Mountain Regional Police
Commission Treasurer