

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REORGANIZATION & REGULAR BUSINESS MEETING
13 JANUARY 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	- CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	- VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	- TREASURER
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	- SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	- MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	- MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	- MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	- MEMBER
ROBERT H MARTZ	-CHIEF OF POLICE	
PETER QUIGLEY		- SOLICITOR

ABSENT:

PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	- MEMBER
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CALL TO ORDER:

This Reorganization Meeting of the Pocono Mountain Regional Police Commission was held at the Coolbaugh Township Municipal Building and called to order at 7:10 P.M. by Chief Robert Martz with the Pledge of Allegiance.

REORGANIZATION:

Nominations for Chairman

The Chief requested nominations for the position of Chairman of the Pocono Mountain Regional Police Commission. Walter McGrath nominated Roy Gross for Chairman, seconded by Mario Scavello. There were no additional nominations for Chairman.

Motion:

Walter McGrath made a motion to elect Roy Gross as Chairman of the Pocono Mountain Regional Police Commission by acclamation, seconded by Mario Scavello.

Nominations for Vice-Chairman

Mario Scavello nominated Walter McGrath for Vice-Chairman, seconded by Harry Smith. With no additional nominations for Vice-Chairman Mario Scavello moved to close the nominations for Vice-Chairman, seconded by James Froscio. Mr. Gross stated that Walter McGrath is elected Vice-Chairman of the Pocono Mountain Regional Police Commission by acclamation.

Nominations for Treasurer

Walter McGrath nominated Mario Scavello for Treasurer, seconded by Christopher Cusack. With no additional nominations for Treasurer, Walter McGrath moved to close the nominations for Treasurer, seconded by James Frosco. Mr. Gross stated that Mario Scavello is elected Treasurer of the Pocono Mountain Regional Police Commission by acclimation.

Nominations for Secretary

Mario Scavello nominated Christopher Cusack for Secretary, seconded by Walter McGrath. With no additional nominations for Secretary, James Frosco moved to close the nominations for Secretary, seconded by Mario Scavello. Mr. Gross stated that Christopher Cusack is elected Secretary of the Pocono Mountain Regional Police Commission by acclimation.

Appoint Solicitor

Mario Scavello made a motion to appoint Peter Quigley as Solicitor of the Pocono Mountain Regional Police Commission, seconded by James Frosco and passed unanimously.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 9 December 1997. There were none.

Motion:

Walter McGrath made a motion to approve the Minutes of 9 December 1997 and dispense with the reading, seconded by Mario Scavello and passed unanimously.

APPROVE BILLS:

Motion:

Mario Scavello made a motion to accept the Bill-pack of 13 January 1998 in the amount of \$469,876.41, seconded by James Frosco and passed unanimously.

DECEMBER POLICE REPORT:

The Chief stated that his main area of concern on the Police Report is the over and under of hours purchased. He indicated that he was able to bring Coolbaugh Township and Mount Pocono Borough within normal range but Tunkhannock Township is still 400 hours over for 1997. It has been requested of Tunkhannock Township to increase their hours to help reduce the overage.

Motion:

Mario Scavello made a motion to accept the December Police Report, seconded by Walter McGrath and passed unanimously.

UPDATE:

- D.A.R.E. - The Chief indicated that Msgr. McHugh has completed the D.A.R.E. program for this year and that their graduation is this evening. Coolbaugh and Tobyhanna Elementary Centers program will finish up next week and their graduations will be sometime next month. To date we have reached approximately 335 fifth graders. The week of January 26th the program will start in Coolbaugh Elementary North Campus and Barrett Elementary which will add approximately 275 students.
- Life Insurance Transfer - The Chief indicated that Coolbaugh Township Supervisors have granted a 60 day extension to obtain life insurance for the former Coolbaugh officers. The two quotes that we received have been placed in each commission members packet. Discussion continued concerning the best approach to obtaining the required life insurance. Mr. Gross stated that this item will be tabled until next month and directed the Chief to get a cost to have all the officers at the same coverage and to request an additional 30 to 60 day extension from Coolbaugh Township Supervisors.

NEW BUSINESS:

- Review Nine Member Board & Saturday Office Hours - The Chief indicated that when Coolbaugh Township joined last year it was stipulated that these items would be reviewed after one year. There was a brief discussion concerning these items. Mr. Gross indicated that since there are no problems or concerns with the nine member board or Saturday office hours it will continue through 1998.
- Set New Meeting Dates & Locations - Mr. Gross indicated that the tentative meeting schedule is for the second Tuesday of each month at 7:00 p.m. with alternating locations between Coolbaugh Township Municipal Building, Tobyhanna Township Municipal Building, Mount Pocono Borough Building and Tunkhannock Township Municipal Building.

Motion:

Mario Scavello made a motion to advertise the Meeting schedule, second by Dave Moyer and passed unanimously.

Additional Items:

- ⇒ Mario Scavello suggested presenting Paul Wieand of Tunkhannock Township and Larry Franko of Tobyhanna Township with a plaque in recognition of their years of service on the Pocono Mountain Regional Police Commission to be presented at one of our meetings.

Motion:

Mario Scavello made a motion to purchase plaques for Larry Franko and Paul Wieand for their years of service on the Police Commission, seconded by Walter McGrath and passed unanimously.

- ⇒ The Chief informed the Commission that the Quarterly Pension Meeting is scheduled for February 19, 1998 at 12:00 p.m. in his office.
- ⇒ Mr. Gross requested the Chief to give an update on the State of the Regional Police.

PUBLIC PARTICIPATION:

Vince Penkowski from Tobyhanna raised his concerns about towing procedures.

Jim Frutchey indicated that there is a tentative meeting scheduled for February 23, 1998, at Coolbaugh Township, for the participating members of the Regional Police to discuss the standardizing of the ordinances between the municipalities and borough. A letter confirming the actual date will be sent.

Jim Frutchey also suggested that the Commission purchase name plates for the Commission Members.

Motion

Mario Scavello made a motion to purchase name plates for Commission members, seconded by Dave Moyer and passed unanimously.

ADJOURNMENT:

Motion:

Mario Scavello made a motion to adjourn, seconded by James Frosco and passed unanimously.

The meeting adjourned at approximately 8:20 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
10 FEBRUARY 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	- CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	- VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	- TREASURER
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	- SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	- MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	- MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	- MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	- MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	- MEMBER
ROBERT H MARTZ	-CHIEF OF POLICE	
PETER QUIGLEY		- SOLICITOR

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Tobyhanna Township Municipal Building and called to order at 7:00 P.M. by Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 13 January 1998. There were none.

Motion:

Walter McGrath made a motion to approve the Minutes of 13 January 1998 and dispense with the reading, seconded by Patricia Moore and passed unanimously.

PRESENTATION OF AWARDS:

Appreciation awards were presented to Lawrence P. Franko for his 2 years of service as Chairman and to Paul E. Wieand, Jr. for his 3 years of service as a Member of the Pocono Mountain Regional Police Commission.

APPROVE BILLS:

Motion:

Mario Scavello made a motion to accept the Bill-pack of 10 February 1998 in the amount of \$74,748.44, seconded by Walter McGrath and passed unanimously.

JANUARY POLICE REPORT:

The Chief indicated that, with one of our employees being off on Workers Comp for an extended period of time and unsure of when he will be returning to duty, administrative changes will need to be made. The proposed change is to use Det./Sgt. Lamberton to cover only major incidents, to supervise the crime room and to review and approve all incident reports. He also indicated that Officer Lenning will be transferred to the crime room. This may be a temporary change should the employee return to duty.

Motion:

Walter McGrath made a motion to accept the January Police Report, seconded by James Frosco and passed unanimously.

UPDATE:

- Pension - The Chief indicated that the Quarterly Meeting to review the progress of the Pension Plan has been changed to February 20 at noon.
- D.A.R.E. - The next D.A.R.E. graduation is scheduled for February 18 at 7:00 p.m. at Coolbaugh Elementary Center.
- Computer System - The Chief indicated that the new computers are set up and ready to have the software system installed. We are hoping to have the new system will be ready to run by mid-March.
- Life Insurance Transfer - Commission members were given the quote from Midland Life Insurance Company for the Life Insurance for all members to be increased to the level of insurance the former Coolbaugh Township officers have. The Chief indicated that with the increase of coverage there is only a minimal increase of premiums if any.

Motion:

Mario Scavello made a motion to go with Midland National Life Insurance to increase all the officers to \$100,000.00 Life Insurance, seconded by Walter McGrath and passed unanimously.

- Ordinance Meeting - There is a joint meeting scheduled with the municipalities for February 16 at Coolbaugh Township to standardize the ordinances that the Pocono Mountain Regional Police Department enforce.

NEW BUSINESS:

- COPS Grant - The Chief indicated that 2 additional COPS Grants for a total amount of \$127,483.00 over a three year period have been awarded to the Commission.

• **Resolution 98-01: Authorize Lease/Purchase of Computer Equipment -**

Motion:

Mario Scavello made a motion to adopt Resolution 98-01: Authorize Lease/Purchase of Computer Equipment, seconded by Christopher Cusack and passed unanimously.

• **Resolution 98-02: ACH Origination Agreement -**

Motion:

Christopher Cusack made a motion to adopt Resolution 98-02: ACH Origination Agreement, seconded by Harry Smith and passed unanimously.

PUBLIC PARTICIPATION:

Bill Burke from Tunkhannock Township had a questions concerning volunteers issuing parking tickets in the handi-cap and fire lanes.

Roy Gross read a letter from A Pocono Country Place Property Owners Association concerning the concerns they had when Coolbaugh Township was considering joining the Pocono Mountain Regional Police. They have indicated that the department has responded to their questions and concerns promptly and has demonstrated their desire to provide service to the community.

Vice-Chairman McGrath indicated that there was some misunderstanding, in the media particularly, concerning Coolbaugh Townships purchase of 40 additional hours. He stated the hours were NOT purchased for exclusive coverage in A Pocono Country Place but for use where needed throughout the entire township.

EXECUTIVE SESSION: The Commission held a brief Executive Session at approximately 7:55 p.m. until 8:05 p.m. to discuss a potential litigation.

ADJOURNMENT:

Motion:

Mario Scavello made a motion to adjourn, seconded by James Frosco and passed unanimously.

The meeting adjourned at approximately 8:05 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
10 MARCH 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	- CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	- VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	- TREASURER
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	- SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	- MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	- MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	- MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	- MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	- MEMBER
ROBERT H MARTZ	-CHIEF OF POLICE	
PETER QUIGLEY		- SOLICITOR

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Mount Pocono Borough Building and called to order at 7:05 P.M. by Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 10 February 1998. There were none.

Motion:

Walter McGrath made a motion to approve the Minutes of 10 February 1998 and dispense with the reading, seconded by James Frosco and passed unanimously.

PRESENTATION OF AWARDS:

Mario Scavello presented a savings bond to each of the sixth grade students from Msgr. McHugh Elementary for correctly answering questions about the D.A.R.E. Program that they participated in the last year.

Recess 7:10 to 7:15

Mr. Gross indicated there would be an Executive Session on Personnel, potential litigation and any other business that may come before the board immediately following the meeting.

APPROVE BILLS:

Mr. Frosco questioned how much of check #546 to Tobyhanna Township for rent, fuel, Control Center was for fuel. Mr. Scavello suggested that checks such as this be broken down on the bill-pack if possible.

Motion:

Mario Scavello made a motion to accept the Bill-pack of 10 March 1998 in the amount of \$64,384.25, seconded by Christopher Cusack and passed unanimously.

FEBRUARY POLICE REPORT:

Motion:

Harry Smith made a motion to accept the February Police Report, seconded by James Frosco and passed unanimously.

UPDATE:

- **Pension** - Mr. Scavello indicated that there was a Quarterly Pension Meeting on February 20, 1998 with Spagnola Cosack to review the last quarter of 1997. He stated that there was a 16.53% return in 1997 on the Police Pension Plan.
- **D.A.R.E.** - Officer William Laverty presented Mr. Bill Flynn of Bill's SurSave in Mount Pocono a plaque in thanks for donating the supplies for Coolbaugh Elementary's D.A.R.E. graduation last year. He then informed the Commission that the D.A.R.E. instruction is completed this year for Msgr. McHugh, Coolbaugh Elementary and Tobyhanna Elementary with approximately 325 students graduated. The program is now started at the Coolbaugh North Campus with approximately 200 students and Barrett Elementary with approximately 100 students.
- **Computer System** - The Chief indicated that the new computer system will not be operational in mid-March as originally stated, there have been a few program problems that need to be corrected but things are moving along.
- **Life Insurance Transfer** - The Chief indicated that the physicals for the Life Insurance have been completed on all the officers we are just waiting for the approval from the Insurance Company.
- **Ordinance Meeting** - Walter McGrath indicated that the next meeting for the standardizing the ordinances that the Pocono Mountain Regional Police Department enforce is scheduled for March 19 at 7:00 p.m. at the Coolbaugh Township Municipal Building. The Chief requested the Commission members to bring copies of any ordinances they have pertaining

to Alarm, Parking, Dog, Solicitation (Transit Retail Sales) Outdoor Fires and Fire Lanes to the next ordinance meeting.

NEW BUSINESS:

- **Grant** - The Chief indicated that the award for the 2 additional COPS Grants for a total amount of \$127,483.00 over a three year period has been received and needs to be accepted or rejected by the Commission by the next meeting.
- The Chief indicated that he was invited to be a speaker and participate in panel discussions on March 4th at Kutztown University. It was an International Conference on Regionalization and the main participants were the Pennsylvania Regional Police and the Regional Police Departments in Canada.

Mr. Scavello indicated that Chief Martz has been elected to be President of the Pennsylvania Association of Police Agencies. The Chief then indicated that the next meeting for the Pennsylvania Association of Police Agencies is March 19, 1998 in Harrisburg.

- Mr. Gross read a letter of thanks from Larry Franko for the plaque presented to him for his years of service on the Commission.
- Harry Smith indicated that Coolbaugh Township is sending a representative to a meeting on Road Projects at Camelback on March 26, 1998 and requested the Chief to supply him with a listing of all accidents on Route 196 for 1997.
- Edward Rainsford indicated that there have been complaints on the cleaning of the offices in the police department. He stated that they currently have an employee that does minimal cleaning and maintenance. Tobyhanna Township does not have the manpower to clean the offices as they should be cleaned and suggests that the Commission consider hiring a cleaning service, the Township will continue to do the maintenance. Mr. Gross suggested that the Commission take time and review the proposal that was submitted and possibly obtain other quotes.

PUBLIC PARTICIPATION:

John Tighe questioned the departments procedures for suspicious vehicles.

ADJOURNMENT:

Motion:

Harry Smith made a motion to adjourn, seconded by James Frosco and passed unanimously.

The meeting adjourned at approximately 8:10 P.M.

EXECUTIVE SESSION: The Commission held an Executive Session from approximately 8:20 p.m. until 9:15 p.m. to discuss Personnel issues.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
7 APRIL 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
ROBERT H MARTZ	-CHIEF OF POLICE	
PETER QUIGLEY		-SOLICITOR

ABSENT:

MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
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CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Tunkhannock Township Municipal Building and called to order at 7:05 P.M. by Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 10 March 1998. There were none.

Motion:

Walter McGrath made a motion to approve the Minutes of 10 March 1998 and dispense with the reading, seconded by James Frosco and passed unanimously.

APPROVE BILLS:

There were questions and discussion concerning the bills for Polaroid Film and Long Distance Phone charges.

Motion:

Harry Smith made a motion to accept the Bill-pack of 14 April 1998 in the amount of \$68,715.59, seconded by Patricia Moore and passed unanimously.

MARCH POLICE REPORT:

Motion:

Walter McGrath made a motion to accept the March Police Report, seconded by Dave Moyer and passed unanimously.

UPDATE:

- Life Insurance – Chief Martz indicated that the transfer of the Life Insurance for the 9 original Coolbaugh Officers and the increase for the remaining officers is now completed.
- Grant – Chief Martz stated that we must respond to the Department of Justice regarding the 2 Supplemental Grants.

Motion:

James Frosco made a motion to accept the Supplemental Grant for 2 additional officers from the Department of Justice with no authorization at this time to hire, seconded by Edward Rainsford and passed unanimously.

- Computer System – Chief Martz stated that we are still working to get on line with the new computer system, training for the new system has been scheduled for all the employees.

Recess – 7:30 to 7:40

- Cleaning Service – Roy Gross indicated that a quote was received from Judy's Cleaning Service for cleaning the Police Department Offices twice a month at a rate of \$280.00 per month and an additional quote for a one-time Spring-Cleaning of \$575.00. Walter and Judy Fortune from Judy's Cleaning Service were present to answer any questions the Commission had regarding the quote submitted for cleaning the Police Department Offices. There was discussion concerning the possibility of weekly cleaning. Mr. McGrath requested a second quote Judy's Cleaning Service for weekly cleaning instead of twice a month.

Motion:

Patricia Moore made a motion to accept the Spring-Cleaning Estimate presented by Judy's Cleaning Service at the rate of \$575.00 (to be completed the week of 27 April 1998) and table bi-monthly proposal until our 12 May 1998 Meeting pending a new proposal for a weekly cleaning schedule and rate, seconded by Edward Rainsford and passed unanimously.

- Ordinance Meeting – Mr. Gross indicated that there was a meeting on 19 March 1998 where three groups were formed to look at the Fire, Alarm and Peddlers Ordinances. Chief

Martz indicated that at that meeting also, Peter Quigley was appointed as solicitor and there can be a considerable amount of legal fees accumulating for his services and questioned how these bills should be paid. Mr. Gross indicated that next Ordinance Meeting is scheduled for 30 April 1998 at the Tunkhannock Township Municipal Building at 7:00 P.M. and this item will be discussed then.

NEW BUSINESS:

- Race Weekend – Chief Martz indicated that he had a meeting with the State Police and officials from the Racetrack concerning the traffic plan for the race. He asked Tom Deleese of Tunkhannock Township, if the township plans on providing 9 people for traffic control. He replied in the affirmative. The Chief indicated that the racetrack lots would open at 6:00 Saturday evening before the race.
- Police Pension Plan Audit – The Chief indicated that the Auditor General's Audit Report for the Pocono Mountain Regional Police Pension Plan has been received. They have made some recommendations that we need to comply with. Mr. Gross suggested that each commission member review the copy of the Audit Report and if there are any questions or comments they will be discussed at the next meeting.
- Tunkhannock Township – Patricia Moore stated that Supervisor John Heller indicated that he would like to see some patrol cars down Hellers Lane. She also indicated that there was a meeting with the President of Indian Mountain Lakes Civic Association and he wanted to know if there was any possibility of having a patrol vehicle go through the development because they are taxpayers and not getting anything for their tax dollars.

PUBLIC PARTICIPATION:

Bill Bourke, Tunkhannock Township, asked how the Prescription Plan is set up.

ADJOURNMENT:

Motion:

Patricia Moore made a motion to adjourn, seconded by James Frosco and passed unanimously.

The meeting adjourned approximately 8:35 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
12 MAY 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
ROBERT H MARTZ	-CHIEF OF POLICE	

ABSENT:

WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
PETER QUIGLEY		-SOLICITOR

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Coolbaugh Township Municipal Building and called to order at 7:05 P.M. by Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 7 April 1998. There were none.

Motion:

James Froscio made a motion to approve the Minutes of 7 April 1998 and dispense with the reading, seconded by Edward Rainsford and passed unanimously.

APPROVE BILLS:

Motion:

Harry Smith made a motion to accept the Bill-pack of 12 May 1998 in the amount of \$73,372.63, seconded by Mario Scavello and passed unanimously.

APRIL POLICE REPORT:

The Chief indicated that there are 3 additional vehicles added to the report this month. The D.A.R.E. vehicle, SRT vehicle and a Chevy Pick-Up to utilize to pick up and transport evidence.

Motion:

Mario Scavello made a motion to accept the April Police Report, seconded by James Frosco and passed unanimously.

UPDATE:

- Computer System -- The Chief indicated that the Supervisors have received their training on the new computer system and that they will be training the rest of the officers. He stated that we should be on line within the next six to eight weeks.
- Cleaning Service -- Judy's Cleaning Service submitted a new quote for weekly cleaning of the Police Department as requested at the last Regional Police Meeting. Walter and Judy Fortune were present to answer any questions the Commission had on the quote and to explain what cleaning would be done on a regular basis. The Chief indicated that Judy's Cleaning Service performed the Spring-Cleaning in the office and did a great job.

Motion:

Mario Scavello made a motion to hire Judy's Cleaning Service to clean the Police Department as per the contract for \$420.00 per month which would be approximately 8 to 10 hours per week, seconded by Patricia Moore and passed unanimously.

- Ordinance Meeting -- Roy Gross indicated that the last Ordinance Meeting was held on April 28 and that each municipality needs to pass a resolution to have Coolbaugh Township apply for a grant to help with the costs that will be incurred. There was discussion concerning the procedures to follow regarding the legal fees. Mr. Gross directed the Chief to send a letter to each participating municipality requesting them to advance the Police Commission \$500.00 to cover legal fees to be incurred. The next meeting is scheduled for 7:00 p.m. on May 21, 1998 at Coolbaugh Township.
- Pension - Conference Call -- The Chief indicated that the Quarterly Pension conference call is scheduled for 9:00 a.m. on May 15, 1998 at the Police Department.
- D.A.R.E. - Commencement -- The Chief stated that the next D.A.R.E. Commencement is at 7:00 p.m. on June 3, 1998 at Barrett Elementary Center.

NEW BUSINESS:

- 1st Qtr. Budget Report -- The Chief stated that the 1st Quarter 1998 Budget Reports have been included for the Commission to review. There was a brief discussion concerning individual line items.
- New Fund -- Prescription -- The Chief indicated that our Auditor's recommended we create a new Fund for the Prescription reimbursements.

Motion:

Chris Cusack made a motion to amend the 1998 Budget creating the Prescription Fund at the recommendation of our Auditors, seconded by Edward Rainsford and passed unanimously.

- Computer Training Course -- The Chief stated that there is an individual in the department that he would like to send to school to become our in house computer operator to maintain the computers we would then have not need to have an outside computer consultant. The total for the 18-month course is approximately \$14,000.00. There was discussion concerning the budget.

Motion:

Mario Scavello made a motion to send Steven Mertz to the computer training course at Allentown Business School provided he sign a three year wavier that should he leave our employment within that time he is to refund all tuition fees paid, seconded by David Moyer and passed unanimously.

PUBLIC PARTICIPATION: NONE

ADJOURNMENT:

Motion:

David Moyer made a motion to adjourn the meeting and go into an Executive Session, seconded by Patricia Moore and passed unanimously.

The meeting adjourned approximately 8:05 P.M.

EXECUTIVE SESSION: - An Executive Session was held to discuss Police Contract issues beginning approximately 8:10 p.m. and ending approximately 9:30 p.m.

POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
9 JUNE 1998

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
BILL BOURKE	-TUNKHANNOCK TOWNSHIP	-ALTERNATE
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
PETER QUIGLEY		-SOLICITOR

ABSENT:

PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
ROBERT H MARTZ	-CHIEF OF POLICE	

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Tobyhanna Township Municipal Building and called to order at 7:45 P.M. by Roy Gross with the Pledge of Allegiance.

Mr. Gross indicated, for the record, that an Executive Session was held from 6:30 P.M. until 7:40 P.M. to discuss personnel issues.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 12 May 1998. There were none.

Motion:

Mario Scavello made a motion to approve the Minutes of 12 May 1998, seconded by Chris Cusack and passed unanimously.

Roy Gross indicated that he received, as of tonight, a resignation letter from Chief Martz. Mr. Gross read the letter to the public and stated that on behalf of the Commission he regrettably accepted Chief Martz's resignation. He also indicated that during the Executive Session the Commission recommended hiring John P. Lamberton as Acting Chief in the interim.

Motion:

Mario Scavello made a motion to accept the resignation of Chief Robert H. Martz effective 2 July 1998 and appoint John P. Lamberton Acting Chief effective immediately, seconded by James Froscio and passed unanimously.

APPROVE BILLS:

Motion:

Walter McGrath made a motion to accept the Bill-pack of 9 June 1998 in the amount of \$63,687.09, seconded by Edward Rainsford and passed unanimously.

MAY POLICE REPORT:

Motion:

Mario Scavello made a motion to accept the May Police Report, seconded by Harry Smith and passed unanimously.

UPDATE:

- Ordinance Meeting -- Peter Quigley indicated that the 3 Ordinances that they are currently working on, Burglar Alarms, Fire Lanes and Burning will be in draft by the next meeting.
- Pension -- Mario Scavello indicated that he received the quarterly report and that he will give an update at the next meeting.
- D.A.R.E. -- Kathy Sherman indicated that the last D.A.R.E. Commencement for this year would be held at the Pocono Mountain Elementary North Campus on 10 June 1998 at 2:00 p.m.

NEW BUSINESS:

- D.A.R.E. Grant -

Motion:

Chris Cusack made a motion to apply for the D.A.R.E. Grant for the 1998/1999 school year for the amount of \$15,686.00, seconded by Bill Bourke and passed unanimously.

- New Officers -- Mr. Gross indicated that in lieu of the fact that we have moved John Lamberton to the Chief position we would need to hire two new officers.

Motion:

Harry Smith made a motion to advertise to accept resumes for two new officers, Pennsylvania Act 120 certification required, until 10 July 1998, seconded by Walter McGrath and passed unanimously.

PUBLIC PARTICIPATION:

Dan Ferguson commented about how important the Ordinance rewrite is.

ADJOURNMENT:

Motion:

Edward Rainsford made a motion to adjourn the meeting, seconded by Bill Bourke and passed unanimously.

The meeting adjourned approximately 8:15 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
14 JULY 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	-SECRETARY
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER
PETER QUIGLEY		-SOLICITOR
JOHN P LAMBERTON		-CHIEF OF POLICE

ABSENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
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CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Mount Pocono Borough Building and called to order at 7:40 P.M. by Vice-Chairman Walter McGrath with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

Mario Scavello made a motion to approve the Minutes of 9 June 1998, seconded by Chris Cusack and passed unanimously.

APPROVE BILLS:

Chief Lambertson indicated that there were two items on the Bill-pack that he wanted to bring to the Commissions attention. First, Allentown Business School payment is the First Semester for Steve Mertz to attend the computer classes that were approved by the Commission at the May meeting. Second, Primrose Lyons & Quigley invoiced \$3,000.00 for the Joint Ordinance Legal Fees. The Chief indicated that we have received the \$500.00 reimbursement from 4 municipalities, Barrett and Paradise have not yet paid, therefore, we have paid \$2,000.00 which leaves a balance due of \$1,000.00. There was a brief discussion concerning how to pay the balance.

Motion:

Harry Smith made a motion to accept the Bill-pack of 14 July 1998 in the amount of \$62,846.08, seconded by James Froscio and passed unanimously.

JUNE POLICE REPORT:

Motion:

Mario Scavello made a motion to accept the June Police Report, seconded by Edward Rainsford and passed unanimously.

Mr. McGrath turned the meeting over to Chairman Gross at 7:45.

UPDATE:

- Ordinance Meeting – Peter Quigley indicated that 5 of the 6 Ordinances that they are currently working on will be in draft by the next meeting that should be forwarded to the municipalities for review and comment. The next Ordinance Meeting is scheduled for 16 July 1998.
- Pension – Mario Scavello indicated that as of the First Quarter 1998, the Net Income for the Quarter was \$182,925 and the total Value was \$2,942,325.
- D.A.R.E. – Chief Lamberton stated that the last D.A.R.E. Graduation was held on 10 June 1998 at the Pocono Mountain North Campus. He gave a year-end report on the D.A.R.E. classes for 1997-98 school year.
- COMPUTER SYSTEM – Chief Lamberton indicated that the department is 100% on line on the new computer system as of 1 July. The old system is no longer in use and will be sent out for updating within the next few weeks. He also indicated that the EPIX Internet Service was installed this week and hopefully next month he will be able to announce the Pocono Mountain Regional Police e-mail address.
- NEW OFFICERS – Chief Lamberton stated that there were 25 qualified resumes on file prior to the advertisement, 139 resumes were received as of the cut off date of 10 July, 28 of which were not Act 120 Certified, which brings the total to 136 Act 120 Certified Applicants. He also indicated that Lt. Bockelman and himself have started reviewing the resumes and will choose the top 20 to complete applications and interview. After the interviews are complete the top 6 will then be chosen to interview with the Commission for the final hiring decision.

NEW BUSINESS:

- **INTERNS** -- Chief Lamberton informed the Commission that there are currently 2 Interns with the Department for the summer. Our previous Chief Martz set up the Internships in the spring of this year.

- **WOMEN'S RESOURCES-MEMORANDUM OF AGREEMENT** --

Motion: Mario Scavello made a motion to sign the Memorandum of Agreement between the Pocono Mountain Regional Police Department and Women's Resources, seconded by Walter McGrath and passed unanimously.

- **ACCOUNTING PROGRAM** -- Kathy Sherman indicated that there is a demonstration scheduled for 6 August 1998 at 9:30 a.m. for a new Government/Fund Accounting Program that is Year 2000 compliant. She stated that the current accounting program is not for Fund Accounting and since we have created other Funds it has been recommended by our Auditors to check into a program for Fund Accounting.

Mr. McGrath indicated, for the record, that an Executive Session was held from 6:30 P.M. until 7:35 P.M. to discuss the personnel issues. Also for the record, he indicated that due to his current employment he must recuse himself from any discussion on collective bargaining within the Police Department.

Mario Scavello indicated that there would be an Executive Session held on 29 July 1998 to discuss contract issues.

- **NON-UNIFORMED PENSION** -- Chief Lamberton indicated that two trustees would need to be appointed for the Non-Uniform Pension so information may be obtained on the account that is needed by our Auditors. VanGuard needs a Certificate of Authority for this account to give trustees the authority to obtain information on this account.

Motion:

Walter McGrath made a motion to appoint John Lamberton, Roy Gross, Mario Scavello and Chris Cusack as trustees to the Non-Uniform Pension Plan, seconded by Edward Rainsford and passed unanimously.

- **PUBLIC PARTICIPATION:**

Tom Hazaz questions and comments regarding Handicap and Fire Lane Parking.

ADJOURNMENT:

Motion:

Walter McGrath made a motion to adjourn the meeting, seconded by Patricia Moore and passed unanimously.

The meeting adjourned approximately 8:30 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
11 AUGUST 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	-TREASURER
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	-SECRETARY
DAVID W MOYER	-TOBYHANNA TOWNSHIP	-MEMBER
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	-MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
PETER QUIGLEY		-SOLICITOR
JOHN P LAMBERTON		-CHIEF OF POLICE

ABSENT:

WALTER McGRATH	-COOLBAUGH TOWNSHIP	-VICE-CHAIRMAN
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	-MEMBER

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Tunkhannock Township Municipal Building and called to order at 7:00 P.M. by Chairman Roy Cross with the Pledge of Allegiance.

APPROVE MINUTES:

Motion:

Patricia Moore made a motion to approve the Minutes of 14 July 1998, seconded by Mario Scavello and passed unanimously.

APPROVE BILLS:

A question was raised concerning the bill for Tu-Way. Chief Lamberton indicated that it covered the purchase and installation of two new radios.

Ed Rainsford questioned the check for Nu-Tech, Vehicle Service & Repair. Lt. Bockelman indicated that check covered normal repairs and service.

Motion:

Dave Moyer made a motion to accept the Bill-pack of 11 August 1998 in the amount of \$57,393.24, seconded by Harry Smith and passed unanimously.

JULY POLICE REPORT:

Roy Gross requested a report of the total amount of incidents at the Mount Pocono Carnival. Chief Lamberton indicated that approximately 200 man-hours were spent at the carnival and about 31 incidents were handled.

Chief Lamberton informed the Commission that there was an error on total mileage for the June Monthly Report. He indicated that Car #5 mileage should be 53,127 that would change the total for June to 44,444 miles and the year to date should be 270,908.

Motion:

Harry Smith made a motion to accept the July Police Report, seconded by Edward Rainsford and passed unanimously.

UPDATE:

- Ordinance Meeting – Peter Quigley indicated that the next meeting is scheduled for Thursday, September 17 at the Coolbaugh Township Municipal Building. Chief Lamberton indicated that the \$500.00 was received from both Barrett and Paradise Townships and that they have requested to withdraw from the Joint Ordinance Task Force.
- COMPUTER SYSTEM – Chief Lamberton informed the Commission that there are still some major problems with the new computer system. Lt. Bockelman and Officer Mertz have been on the phone with the company trying to work out the problems. We have been informed that there are updates that should have been sent by the company a couple months ago that we have not received. The Chief had suggested the possibility of taking legal action against the company should the problems not be resolved. Mr. Gross directed the solicitor send a letter to the company immediately.
- COPS GRANTS – Chief Lamberton indicated that he has spoken to the Pennsylvania Department of Community & Economic Development and the US Department of Justice concerning the Grants. The Chief stated that we could only use these grants to add additional officers not replace an officer that has left the department. Discussion continued concerning the number of officers to be hired.
- NEW OFFICERS – Chief Lamberton indicated that the resumes have been reviewed and the top 20 applicants were sent applications. Upon receipt of the applications, interviews will be scheduled for August 25 and 26. The Chief stated that by the September meeting he would be able to have a list of the top candidates for the Commission to schedule interviews for hiring.

- **ACCOUNTING PROGRAM** -- Kathy Sherman indicated that Marie Guidry from John Riley's office was present at the demonstration for this accounting program and sent a letter indicating her recommendation to upgrade to the new system. Scott Fadzen of Gemini Solutions indicated that we should go on line for the last quarter of 1998 due to year-end processing.

Motion:

Mario Scavello made a motion to approve the purchase of the Gemini Solutions Municipal Office 2000 at the cost of \$3500.00 seconded by Patricia Moore and passed unanimously.

NEW BUSINESS:

- **TRAINING** -- Chief Lamberton informed the Commission that August 29 through September 2 we are hosting a S.W.A.T. School. There will be 5 certified FBI instructors training 10 S.R.T. members from this department and 15 S.R.T. members from various departments throughout the county. The Chief also indicated that September 16 & 18 our department is hosting a S.W.A.T. Management Seminar.
- **ADDITIONAL CLERICAL (1999 BUDGET)** -- Lt. Bockelman requested that during the budget process for 1999 that the commission consider hiring an additional clerical person. He stated that the job would entail having the clerical person input into the computer the non-criminal incidents to free up the officer's time to keep the officers out on the road. This clerical person would also be required to work the afternoon shift, which would also help to have the office open until 11:00 p.m. Roy Gross indicated that the chief can include in the budget for another clerical person but a decision to hire will be pending approval of the 1999 Budget.

Chief Lamberton read a letter from Special Agent Barry Marsh, Baltimore Division, FBI thanking Officers Mertz and Boheim for the way they handled an accident involving his father. This letter will be made part of these two officers personnel file.

- **PUBLIC PARTICIPATION:**

Jeff Evans congratulated the Commission on the latest transition with the new Police Chief.

ADJOURNMENT:

Motion:

Patricia Moore made a motion to adjourn the meeting, seconded by Mario Scavello and passed unanimously.

The meeting adjourned approximately 8:20 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
8 SEPTEMBER 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	- CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	- VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	- TREASURER
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	- MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	- MEMBER
BILL BOURKE	-TUNKHANNOCK TOWNSHIP	- ALTERNATE
HARRY A SMITH	-COOLBAUGH TOWNSHIP	- MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	- MEMBER
JOHN P LAMBERTON	-CHIEF OF POLICE	
PETER QUIGLEY		- SOLICITOR

ABSENT:

CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	- SECRETARY
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	- MEMBER

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Coolbaugh Township Municipal Building and called to order at 7:00 P.M. by Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 11 August 1998. Chief Lamberton indicated that the Executive Sessions need to be included in the Minutes. Mr. Gross stated that there was an Executive Session held on August 11 from 8:30 until 9:15 to discuss the Police Contract and August 26 from 6:30 to 8:30 to discuss the Police Contract.

Motion:

Mario Scavello made a motion to approve the Minutes of 11 August 1998 with the addition of the Executive Sessions on August 11 and August 26, seconded by Bill Bourke and passed unanimously with Walter McGrath and James Frosco abstaining.

APPROVE BILLS:

Motion:

Walter McGrath made a motion to accept the Bill-pack of 8 September 1998 in the amount of \$46,431.24, seconded by Edward Rainsford and passed unanimously.

AUGUST POLICE REPORT:

Walter McGrath commented how outstanding it is that we have on, Part II offenses, a total of 205 with 190 cleared.

Mr. McGrath questioned the Chief about the overage hours for Coolbaugh Township. The Chief indicated that he has been trying to regulate the overage in Coolbaugh and Tunkhannock but with the volume of calls they may need to purchase more hours. Both Coolbaugh and Tunkhannock have indicated that they have discussed the possibility of adding an additional 20 hours each.

Motion:

Bill Bourke made a motion to accept the August Police Report, seconded by Walter McGrath and passed unanimously.

UPDATE:

- **Ordinance Meeting** - Peter Quigley stated that the next Ordinance Meeting is scheduled for 7:00 p.m. on September 17 at Coolbaugh Township. He stated that the only Ordinance left for revision is the Peddlers Permits.
- **Computer System** - Chief Lamberton indicated that Peter Quigley sent Mr. Rich of Streetgard a letter which seemed to have gotten his attention. The phone support has increased and they have fixed some of our major problems. There are still 4 or 5 items they are still in the process of working on.
- **New Officers** - Chief Lamberton stated that the interviews of the top 20 candidates have been completed and he has selected the top 8 for the interviews with the Commission. Mr. Gross directed the Chief to schedule the interviews for September 16 at Tobyhanna Township beginning at 6:30 p.m.
- **Accounting Program** - Chief Lamberton indicated that the new Accounting Program is ordered and scheduled to be installed on September 22 and Kathy expects to be working on it by October 1 for the last quarter of the year.
- **Pension** - Mario Scavello stated that there was a letter from Spagnola-Cosack indicating MAS Value Fund has not performed as expected. Chief Lamberton indicated the Mr. Cosack recommended possibly looking into another money manager for that fund and that he has forwarded the information to Bob Hackenburg for review.
- **D.A.R.E. & Officer Phil Program** - Chief Lamberton indicated that the D.A.R.E. Grant award for \$14,686.00 that needs to be signed for acceptance. He stated that Officer Lavery will be starting his classes next Monday starting with Coolbaugh Elementary, the North Campus and Msgr. McHugh in the fall. Tobyhanna and Barrett Elementary Centers will begin in the spring. He also stated that there will be an Officer Phil Program at Msgr.

McHugh, Tobyhanna Elementary, Coolbaugh Elementary and the North Campus. On October 19 there will be 2 programs conducted and October 28 there will also be 2 programs conducted.

- **S.R.T.** - Chief Lamberton updated the Commission on the training that was conducted by the F.B.I. and hosted by our department from August 31 through September 2.

Ed Rainsord stated that he has received a lot of nice comments about the "We Care" Program from the residents.

NEW BUSINESS:

- **Pocono Mountain School District Memorandum of Understanding** - Mr. Gross directed the Commission to review the Memorandum for comments and approval at the next meeting.
- **PA Association of Regional Police Agencies** - Chief Lamberton advised the Commission that he has taken over Bob Martz's position on the committee of the Regional Police Chief's Agencies. The next quarterly meeting is scheduled for September 17 at the Department of Community and Economic Development Office in Harrisburg.

PUBLIC PARTICIPATION:

ADJOURNMENT:

Motion:

James Frosco made a motion to adjourn, seconded by Edward Rainsford and passed unanimously.

The meeting adjourned at approximately 7:55 P.M.

EXECUTIVE SESSION: The Commission held an Executive Session from approximately 8:05 p.m. until 9:15 p.m. to discuss Police Contract and possible litigation.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
13 OCTOBER 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	- CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	- VICE-CHAIRMAN
CHRISTOPHER A CUSACK	-TOBYHANNA TOWNSHIP	- SECRETARY
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	- TREASURER
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	- MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	- MEMBER
BILL BOURKE	-TUNKHANNOCK TOWNSHIP	- ALTERNATE
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	- MEMBER
JOHN P LAMBERTON	-CHIEF OF POLICE	
PETER QUIGLEY		- SOLICITOR

ABSENT:

HARRY A SMITH	-COOLBAUGH TOWNSHIP	- MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	- MEMBER

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Tobyhanna Township Municipal Building and called to order at 7:05 P.M. by Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 8 September 1998.

Motion:

Walter McGrath made a motion to approve the Minutes of 8 September 1998, seconded by James Frosco and passed unanimously with Christopher Cusack abstaining.

APPROVE BILLS:

Motion:

Walter McGrath made a motion to accept the Bill-pack of 13 October 1998 in the amount of \$63,952.60, seconded by Christopher Cusack and passed unanimously.

SEPTEMBER POLICE REPORT:

Mr. Gross requested questions or comments on the September Police Report.

Motion:

James Frosco made a motion to accept the September Police Report, seconded by Mario Scavello and passed unanimously.

UPDATE:

- **Ordinance Meeting** - Peter Quigley stated that all the Municipalities have copies of the new Ordinances for advertising and adoption.
- **Computer System** - Chief Lamberton indicated that there are still problems with the Streetgard System. He stated that we received quick results from Streetgard after the letter that the solicitor sent but we are now back to a stand still. The items that we are still having major problems with are the UCR Report, Accident Report File, Citation File and Alarm Billing File. Mr. Gross directed the solicitor to work with the Chief and send another letter to Streetgard.
- **New Officers** - The Chief stated that the second round of oral interviews for the Police Officer Position were conducted on September 16 with the Commission. A 1998/1999 Eligibility List has been created ranking the top eight candidates.

Motion:

Mario Scavello made a motion to hire Debra Hartley and Charles LaRue, the 2 (two) top candidates for the Police Officer position, seconded by Edward Rainsford and passed unanimously.

- **Accounting Program** - Chief Lamberton stated that the new Accounting Program was installed on September 26 and was on line as of October 1. He stated that with the new program all the account numbers have changed and we have broken down the expenses according to departments which should give a better view of how budgeted funds are being used.
- **Pension - 1999 MMO** - Chief Lamberton indicated that the total 1999 MMO is \$243,719.00 for the Police Pension and \$3,784.00 for the Non-Uniformed. Due to the complicated formula used to calculate the individual municipal obligation, Tom Zimmerman from Conrad Siegel has been contacted to confirm the accuracy of the calculation. He will double check the formula and get back in touch with us should there be any miscalculation.
- **Pocono Mountain School District Memorandum of Understanding -**

Motion:

Mario Scavello made a motion to approve the non-binding Memorandum of Understanding between the Pocono Mountain School District and the Pocono Mountain Regional Police Department, seconded by James Frosco and passed unanimously.

NEW BUSINESS:

- **1999 Budget** - A Budget Work Session is scheduled for Thursday, October 22, 1998, 7:00 p.m. at the Tobyhanna Township Municipal Building.

Mr. Gross indicated that he had two additional items to be discussed under New Business-

- Mr. Gross suggested we purchase and present a plaque at a public meeting to former Chief Martz. He directed the Chief and Mr. Scavello to check into purchasing the plaque.
- Mr. Gross indicated that in June John Lamberton was appointed Acting Chief of Police and suggested the appointment be made permanent.

Motion:

Mario Scavello made a motion to permanently appoint John P. Lamberton Chief of Police, seconded by Walter McGrath and passed unanimously.

Mr. Scavello requested permission from the Commission to speak on behalf of the Commission concerning the construction on Route 80. Permission was approved.

Mr. Cusack informed the Commission that he has resigned his position as Assistant Manager with the Township of Tobyhanna because he has accepted a job in Massachusetts. He stated that his last day is October 19 therefore this is his last meeting. He wished the Commission the best of luck and success in the future.

PUBLIC PARTICIPATION:

None

ADJOURNMENT:

Motion:

Mario Scavello made a motion to adjourn, seconded by Christopher Cusack and passed unanimously.

The meeting adjourned at approximately 8:15 P.M.

EXECUTIVE SESSION: The Commission held an Executive Session from approximately 8:15 p.m. until 8:45 p.m. to discuss Litigation and the Police Contract.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
10 NOVEMBER 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	- CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	- VICE-CHAIRMAN
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	- MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	- MEMBER
BILL BOURKE	-TUNKHANNOCK TOWNSHIP	- ALTERNATE
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	- MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	- MEMBER
JOHN P LAMBERTON	-CHIEF OF POLICE	
PETER QUIGLEY		- SOLICITOR

ABSENT:

MARIO SCAVELLO	-BOROUGH OF MT. POCONO	- TREASURER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	- MEMBER

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Mount Pocono Borough Building and called to order at 7:00 P.M. by Roy Gross with the Pledge of Allegiance.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 10 October 1998.

Motion:

Walter McGrath made a motion to approve the Minutes of 10 October 1998 and dispense with the reading, seconded by James Frosco and passed unanimously.

APPROVE BILLS:

Motion:

Harry Smith made a motion to accept the Bill-pack of 10 November 1998 in the amount of \$72,914.39, seconded by Bill Bourke and passed unanimously.

OCTOBER POLICE REPORT:

Motion:

Walter McGrath made a motion to accept the October Police Report, seconded by James Frosco and passed unanimously.

UPDATE:

- **New Officers** - Chief Lamberton indicated that the physical and psychological evaluations and the background investigations have been completed for the two new officers. Also all the necessary paperwork has been sent into the State to get their Municipal Training Number and they are due to start work on November 16.
- **Computer System** - Chief Lamberton stated that Peter Quigley sent Streetgard a very strongly worded letter on October 20, 1998 which seems to have gotten their attention. As of today, we are down to 2 minor problems to have taken care of.
- **1999 Budget** - Mr. Gross stated that there was a Budget Workshop held on October 22, 1998 and that all the changes to the budget draft have been made.

Motion:

Bill Bourke made a motion to approve the 1999 Budget dated November 10, 1998 seconded by Edward Rainsford and passed unanimously.

- **Pension** - Chief Lamberton indicated that the 3rd Quarter Pension Conference call is scheduled for November 24, 1998.

NEW BUSINESS:

- **1998 3rd Quarter Budget Update** - Mr. Gross directed the Commission to review the report submitted and if there are any questions they can call the Chief.
- **Special Olympics Presentation** - Mr. Martin Bronz, Special Projects Director for Special Olympic presented the program for the Law Enforcement Torch Run for Special Olympics. He indicated he is interested in possibly starting a Torch Run in the Monroe County area.

PUBLIC PARTICIPATION:

Edward Rainsford indicated that traffic lights are going up at the Intersection of 380 and 940 and that the traffic light at the M & G Road is going out for re-bid.

ADJOURNMENT:

Motion:

Edward Rainsford made a motion to adjourn the meeting, seconded by Harry Smith and passed unanimously.

The meeting adjourned at approximately 8:20 P.M.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
8 DECEMBER 1998**

PRESENT:

ROY GROSS	-BOROUGH OF MT. POCONO	- CHAIRMAN
WALTER McGRATH	-COOLBAUGH TOWNSHIP	- VICE-CHAIRMAN
MARIO SCAVELLO	-BOROUGH OF MT. POCONO	- TREASURER
EDWARD T RAINSFORD	-TOBYHANNA TOWNSHIP	- MEMBER
DAVID W MOYER	-TOBYHANNA TOWNSHIP	- MEMBER
PATRICIA MOORE	-TUNKHANNOCK TOWNSHIP	- MEMBER
JAMES A FROSCO	-COOLBAUGH TOWNSHIP	- MEMBER
HARRY A SMITH	-COOLBAUGH TOWNSHIP	- MEMBER
JOHN P LAMBERTON	-CHIEF OF POLICE	
PETER QUIGLEY		- SOLICITOR

CALL TO ORDER:

The Regular Business Meeting of the Pocono Mountain Regional Police Commission was held at the Tunkhannock Township Municipal Building and called to order at 7:05 P.M. by Roy Gross with the Pledge of Allegiance.

Mr. Gross indicated that the first and second items on the agenda, Awards Ceremony and Swearing in Ceremony, will be moved to later into the meeting.

APPROVE MINUTES:

Mr. Gross requested questions or comments on the Minutes of 10 November 1998.

Motion:

Harry Smith made a motion to approve the Minutes of 10 November 1998 and dispense with the reading, seconded by James Frosco and passed unanimously.

APPROVE BILLS:

Motion:

Walter McGrath made a motion to accept the Bill-pack of 8 December 1998 in the amount of \$32,167.11, seconded by Edward Rainsford and passed unanimously.

NOVEMBER POLICE REPORT:

Chief Lamberton indicated that two of the marked cars had to be taken off the road with a third one very close to retirement. The Chief was given a 60 to 120 day delivery date on a new Ford Crown Victoria and has requested approval to purchase a Tahoe with an immediate delivery and defer first payment to February. The Commission gave approval.

Motion:

Walter McGrath made a motion to accept the November Police Report, seconded by Patricia Moore and passed unanimously.

AWARDS CEREMONY: Former Chief Robert H. Martz was presented a plaque for his Dedication of Service to the Pocono Mountain Regional Police Department and the citizens of Tobyhanna, Tunkhannock and Coolbaugh Townships and the Borough of Mount Pocono. He was also presented a plaque by Chief John P. Lamberton for his dedication to the employees of the department.

Ed Rainsford accepted a plaque for Christopher A. Cusack for his Years of Service on the Pocono Mountain Regional Police Commission.

Chief Lamberton gave Letters of Commendation to Officer Christopher M. Boheim and Firefighters Michael Sofia and Brian Moore for their heroic act of bravery during call to a structure fire with entrapment on November 1, 1998.

Chief Lamberton also recognized Det. Jeffery T. Bowman for a Commendation he received from the Pennsylvania State Police.

District Justice Richard Claypool was present to Swear in the 2 new police officers of the Pocono Mountain Regional Police Department, Debra L. Hartley and Charles W. LaRue.

Recess 7:30 - 7:50

UPDATE:

- **Pension** - Chief Lamberton updated the Commission on the financial status of the Police Pension. At the end of the 3rd Quarter the plan was down \$155,000., but at the time of the quarterly meeting it was indicated that those funds have increased. As of November 24 the total in the fund was \$3.1 million.

NEW BUSINESS:

- **Police Vehicles** - Mr. Gross indicated that this item was discussed and covered with the Police Monthly Report.
- **Resolution 98-03: Transfer of Unencumbered Monies -**

Motion:

Mario Scavello made a motion to Adopt Resolution 98-03: Transfer of Unencumbered Monies from one account to another, seconded by Walter McGrath and passed unanimously.

- ↳ **Control Center** - Harry Smith requested that the Commission send a letter asking to have the County take over the Control Center entirely. He also suggested the possibility of checking into a Control Center in another county that may work. There was a discussion concerning the different options to pursue. A committee was formed to investigate what other avenues are available to the municipalities. The committee consists of Harry Smith, Coolbaugh Township - Ed Rainsford, Tobyhanna Township - Mario Scavello, Borough of Mt. Pocono and Bill Bourke, Tunkhannock Township.
- ↳ Chief Lamberton stated that Tunkhannock Township informed him of their intent to purchase back some of the hours that they are over. They have allocated funds in the amount of \$14,000.00 which will be paid directly to Tobyhanna Township.
- ↳ The Commission set January 12, 1999 at 7:00 p.m. to be held at Coolbaugh Township.
- ↳ Mr. Rainsford introduced Steve Schneider, the new Assistant Township Manager for Tobyhanna Township

PUBLIC PARTICIPATION:

ADJOURNMENT:

Motion:

Edward Rainsford made a motion to adjourn the meeting, seconded by Mario Scavello and passed unanimously.

The meeting adjourned at approximately 8:20 P.M.