

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REORGANIZATION/REGULAR BUSINESS MEETING  
05 JANUARY 2017**

PRESENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
BRANDON IGDALSKY	-TUNKHANNOCK TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE

ABSENT:

DAVID POPE	-COOLBAUGH TOWNSHIP	-MEMBER
HARRY COLEMAN		-SOLICITOR

**EXECUTIVE SESSION:** There was an Executive Session prior to the Reorganization / Regular Meeting to discuss personnel issues. The Executive Session began approximately 6:00 p.m. and ended approximately 6:50 p.m.

**CALL TO ORDER:**

The Reorganization 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 Chief Chris Wagner with the Pledge of Allegiance.

Chief Wagner introduced and welcomed new commission members Lynn Kelly-Coolbaugh Township and Mike Oser- Mt Pocono Borough.

**REORGANIZATION:**

**Nominations for Executive Committee:**

The Chief opened the floor for nominations for the position of Chairman of the Pocono Mountain Regional Police Commission for 2017.

Anne Lambertson made a motion to nominate David Moyer for Chairman, Francis DePiano for Vice Chairman, Frederick Courtright for Treasurer, Juan Adams for Secretary and Harry Coleman for Solicitor. The motion was seconded by Ralph Megliola.

With no additional nominations, Francis DePiano made a motion to close the nominations, seconded by Ralph Megliola. The motion passed unanimously.

The motion to appoint David Moyer as Chairman, Francis DePiano as Vice Chairman, Frederick Courtright as Treasurers, Juan Adams as Secretary and Harry Coleman as Solicitor passed unanimously.

The meeting was then turned over to Chairman David Moyer.

**APPROVE MINUTES:**

**Motion:**

Juan Adams made a motion to approve the Minutes of 13 December 2016 Regular Business Meeting as presented. The motion was seconded by Francis DePiano and passed.

**APPROVE BILLS:**

**Motion:**

Juan Adams made a motion to approve the Bill-pack of 5 January 2017 in the amount of \$126,269.18. The motion was seconded by Francis DePiano. The motion passed unanimously.

**SWEARING CEREMONY:**

Judge Riley conducted the Swearing Ceremony of Officers Jack Apgar and Eric Johnson.

**2018 PROMOTIONAL PROCESS: (moved up from Update)**

**Motion:**

Francis DePiano made a motion to promote Corporal Nicholas Mecca to position of Sergeant. The motion was seconded by Brandon Idgalsky and passed unanimously.

**Motion:**

Francis DePiano made a motion to promote Detective Robert Miller to position of Corporal. The motion was seconded by Juan Adams and passed unanimously.

**Motion:**

Francis DePiano made a motion to remove the interium title from Lt. Vogt to Lieutenant. The motion was seconded by Juan Adams and passed unanimously.

Chief Wagner presented the promotion orders: Sgt. Nicholas Mecca, Corp. Robert Miller and Lt. Kristopher Vogt.

**INTERMISSION 7:15-7:25**

**DECEMBER POLICE REPORT:**

Total calls for the month of December were 1028 total calls consisting of 903 Complaints and 125 Accidents. There were a total of 102 Criminal Arrests, 293 Traffic Arrests, 156 Traffic Warnings and 25 Ordinance Arrests.

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

**Motion:**

Francis DePiano made a motion to accept the December Police Report, seconded by John Jablowski.

Ralph Megliola asked with the numbers going up, considering this is the first year with Barrett –how much of the increase is contributed to adding another municipality? Chief stated that the total calls in Barrett was 1086, which does create a significant impact. We would have to watch and adjust the police services accordingly.

Brandon Idgalsky requested that the total call column be split to show current month and previous year same month for comparison.

The motion passed unanimously.

### **VEHICLE REPORT:**

Chief Wagner went over the vehicle report, stating car #1 (K9 vehicle) with an electrical problem and Car #5 with a transmission problem are both out of service. These vehicles will be decommissioned. Chief Wagner then asked for a motion to bid out Cars #1 and # 5.

### **Motion:**

Juan Adams made the motion to bid out cars #1 and #5. The motion was seconded by John Jablowski.

Brandon Igdalsky made comment to the amount of money spent on the repairs of the Dodge's.

Chief Wagner commented the department was going with Fords this year. Vehicles with high mileage- car 3 and car 7 will be replaced.

The motion passed unanimously.

### **UPDATE:**

- **Member Municipality Concerns –**

Tobyhanna Township- None

Tunkhannock Township- None

Mt Pocono-None

Coolbaugh-Lynn Kelly requested to have all documents for commission meetings sent to commission members prior to the meeting for their review.

Barrett- Mr. Megliola thanked the Chief for a first full year. He commented on the department's response to a recent bank robbery in Barrett.

- **2018 HIRING** – Chief stated a conditional offer of employment has been made to our #5 candidate- Amanda Healy and # 6 candidate Ryan King. Background investigations have been started. Healy will be the replacement for Officer James Apgar, who will be resigning next week. Healey is a police officer from another state and will require some training. King is part of the 2017 budget hire and is a Philadelphia police officer.

Chief Wagner stated the current hiring list will expire in August. Chief stated next month he would like to entertain getting a motion to start the process for a new hiring list.

- **Pension** –with the new bargaining Agreement there is a new Drop Pension Plan

**Motion:**

Francis DePiano made a motion to approve Resolution no. 2017-001 to add Deferred Retirement Option Plan (DROP) provision to current pension plan. The motion was seconded by John Jablowski.

Lynn Kelly asked for an explanation of the program.

Chief Wagner explained it allows an officer to set their retirement. They can remain in it for up to three years. They would sign a form that stated they are entering the drop program with a resignation date to be set. Once it is approved it is set in stone. They are no longer contributing to the pension plan. And the pension that they would be receiving goes into escrow. The program allows the department to retain experienced officers and project retirement.

Lynn Kelly asked if this was something that they would have to put in for when getting ready to retire. Chief Wagner explained it is not a requirement, it is an option. They can only enter the program once they hit the 50 and 25 requirements.

The motion passed unanimously.

- **Community Events/Letters of Support-**

December 12<sup>th</sup>- Chief Wagner, Lt. Vogt, Lt. Williams, Sgt. LaRue, Officer Benner and Officer Lutz attended the Josh Miller wreath laying ceremony on SR 611, Coolbaugh Township. (Sponsored by Wal-Mart Distribution Center)

December 14<sup>th</sup>- Officer Lutkowski and K9 Chase conducted a meet and greet at Swiftwater Elementary Center.

December 19<sup>th</sup>- Sgt. Posluszny, Corp Mecca, Officer James Apgar and Officer Jack Apgar attended a Holiday meeting of Boy Scout Troop #94 at Pocono Summit Fire House. The event was to present handmade stockings for United States Marine Corp who were deploying after Christmas.

December 23<sup>rd</sup>-Photo Shoot for Nicole Shafer, a Girl Scout who was working for her silver award-Cuddles for Kids-she accumulated over 1100 stuffed animals-that were presented to PMRPD to be given to children in crisis.

Chief Wagner distributed an article featuring Corp. Nero from the winter 2016 Locust Lake Villager doing a presentation regarding drug abuse.

**New Business:**

- **Personnel-**

Chief Wagner stated that due to the promotion of Detective Miller to Corporal, there is now an opening in Criminal Investigation Division. Although this is not a promotion; the Chief wanted to advise the commission that he is in the process of filling that spot.



Detective Sgt. Lenning- has elected to enter into the DROP program; with a resignation date of February 3, 2020. Chief Wagner asked for a motion for Det. Sgt. Lenning to enter into the DROP Pension Plan.

**Motion:**

Frederick Courtright made a motion to approve the DROP election form submitted by Det. Sgt. Lenning with a resignation date of Feb 3, 2020. Juan Adams seconded the motion.

Frederick Courtright did question the form signed on January 3, before the commission approval tonight. The Chief stated he believed that they have to give a 30 day notice therefore the January 3<sup>rd</sup> date should be fine.

The motion was approved unanimously.

Chief Wagner stated there was a termination of an officer due to disciplinary reasons.

- **Re-paving project:**

Chief stated that as discussed in meetings past that our parking lot is not repairable and we would need to start thinking about putting the re-paving project out for specs and bid. Ralph and Dave will look into getting the specs.

- **Flooring project:**

Chief Wagner stated that we need the flooring replaced in the arms room, the kitchen and we should probably look at the downstairs too. Chief stated he will work on getting some bids and specs to present to the commission.

- **Verizon Contract:-**

Chief Wagner stated he is looking at a more cost effective GPS system for the vehicles. Verizon offers GPS for fleet management under the General Service agreement. Verizon is offering 31 units for approximately \$3,000 initial set up fee with a monthly charge per vehicle of \$18.95, which would total \$587.45 (This would be a 1year contract). Our current GPS system, Fleetmatics, if any vehicles were added we would be bound to a three year contract, along with a monthly fee of \$35.00 per vehicle.

**Motion:**

Juan Adams made a motion to enter into the Verizon GPS Contract for one year. The motion was seconded by Brandon Igdalsky.

Mike Oser asked about the compatibility of units from one company to another. Chief stated he believed that they were probably not compatible. Mr. Oser also asked if the officers can use the wireless line into the cars in place of their cell phones. Brandon Igdalsky stated it is not a wireless line it is a GPS signal. Frederick Courtright asked if any of the current equipment could be used with Verizon. The Chief stated he didn't think so but would look into it.

The motion passed unanimously.

- Francis DePiano reminded the members to make sure their individual municipalities complete background checks on all individuals represented on the commission, and to submit the information to the Chief. Chief

Wagner stated he would send a letter to each municipality as a reminder. Mr. DePiano then stated the background checks should be back by the next commission meeting.

Mr. Courtright asked how often the background checks should be done. Chief stated annually.

- Chairman Moyer commented on a presentation done by Officer Lutkowski, K9 Chase and Sgt. Larue at National Night Out. Chairman Moyer stated it was a very interesting and informative presentation.

**PUBLIC PARTICIPATION:**

None

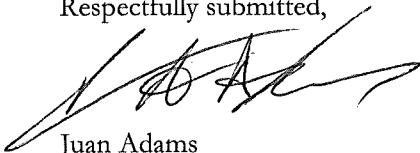
**ADJOURNMENT:**

**Motion:**

Anne Lambertson made a motion to adjourn the meeting, seconded by John Jablowski. The motion passed unanimously.

The meeting adjourned approximately 8:10 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
22 FEBRUARY 2017**

PRESENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

BRANDON IGDALSKY	-TUNKHANNOCK TOWNSHIP	-MEMBER
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**EXECUTIVE SESSION:** There was an Executive Session prior to the Regular Meeting to discuss personnel issues. The Executive Session began approximately 6:20 p.m. and ended approximately 7:20 p.m.

**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 7:30 p.m. by Chairman Moyer with the Pledge of Allegiance.

**Moment of Silence for the California Police Officer killed in the line of duty**

**APPROVE MINUTES:**

**Motion:**

Juan Adams made a motion to approve the Minutes of 5 January 2017 Reorganization / Regular Business Meeting as presented. The motion was seconded by Anne Lamberton and passed with Alma Ruiz-Smith abstaining.

**APPROVE BILLS:**

**Motion:**

Francis DePiano made a motion to approve the Bill-pack of 22 February 2017 in the amount of \$354,227.94. The motion was seconded by John Jablowski

Alma Ruiz-Smith questioned check numbers 14771 and 14837 for Heller's Gas, how big the tank is and why there are two payments. Chief stated that one was for January and one for February, he will check into how big the tank is.

Alma also questioned check number 14815 to Fitness Headquarters if the treadmill is on a service contract or under warranty. Chief stated that it is not under warranty and there is no ongoing maintenance.

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

### **JANUARY POLICE REPORT:**

Total calls for the month of January were 1007 total calls consisting of 918 Complaints and 89 Accidents. There were a total of 135 Criminal Arrests, 331 Traffic Arrests, 220 Traffic Warnings and 21 Ordinance Arrests.

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

Chief Wagner informed the Commission about a very significant drug investigation this month with our Task Force Officer being the lead investigator. The investigation had been going on for about a month and a half when the shipment finally came in seizing 50 kilograms of Cocaine with an approximate street value of 3 million dollars. He stated the DEA will be putting out an official press release within the next couple weeks but he just wanted to applaud our Task Force Officer and the State, Local and Federal Law Enforcement Officers that worked so hard to put this together.

### **Motion:**

Francis DePiano made a motion to accept the January Police Report, seconded by John Jablowski. The motion passed unanimously.

### **VEHICLE REPORT:**

a. Vehicle Bids – Chairman Moyer opened the 2 sealed bids for the 2 Police Vehicles

1. Yousef Dabbagh, Island Lake IL

2009 Dodge Charger	\$568.00
2012 Dodge Charger	\$1668.00

2. Chicago Motors – Chicago IL

2012 Dodge Charger	\$1507.00
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### **Motion:**

Francis DePiano made a motion to accept the Bids from Yousef Dabbagh, \$568.00 for the 2009 Charger and \$1668.00 for the 2012 Charger, seconded by Frederick Courtright.

Lynn Kelly requested copies of the bids.

With no additional questions or comments the motion passed unanimously.

Chief Wagner reviewed the vehicle report, indicating the high mileage and high service cost of the vehicles.

### **Motion:**

Francis DePiano made the motion to accept the January Vehicle Report. The motion was seconded by Anne Lamberton.

Fred Courtright asked the Chief if he was still looking into hiring a full time mechanic. Discussion continued concerning the possibility. Chairman Moyer requested Kathy to keep a breakdown of parts and labor for the next quarters and we can visit this topic again at budget time.

With no additional questions or comments the motion passed unanimously.

b. New Vehicles

Chief Wagner provided the Commission with the quotes for the 2017 Vehicles for purchase through COSTARS – 2 Sedans – 1 SUV – 1 K9 Vehicle. The vehicles are the Police Package which includes the Upfit. The total package is \$165,990.42 with a 2 Year Lease and \$1.00 buy-out at the end.

**Motion:**

Juan Adams made the motion to place the order for the 4 new vehicles totaling \$165,990.42, seconded by Francis DePiano.

Alma Ruiz-Smith asked if this is a lease with the option to purchase. Chief Wagner replied that yes it is and we buy it out at the end for \$1. She also asked if the quote includes the barrier between the prisoner and the driver. Chief responded that yes the cage is included.

Mike Oser asked that even though this is a COSTARS approved vender why not put this out for a bid? Chief stated that by going through COSTARS is a State bid and you are generally going to get the lowest price.

John Jablowski asked about the lease rate through Susquehanna, Chief stated approximately 4.2%. Discussion continued about possibly getting a lower rate.

Lynn Kelly asked how many vehicles are on the floor with the motion. Chief stated 4. Lynn indicated that there are only 3 quotes. Chief stated that 2 are the same. She also asked if you have dealt with New Holland Auto Group before. Chief stated that is who we have been buying from for the past couple years.

Alma Ruiz-Smith asked if there is a special additional maintenance contract with them for warranty or is that a separate cost? Chief stated that it is the factory warranty not an extended warranty.

Mike Oser also asked if the vehicles are fully equipped when they get there. Chief stated that the vehicles are taken from the dealer to the upfitter for the lights, cages, sirens etc. and then to Rainbow Automotive for striping and then it comes here complete. Mike then asked if the \$165,000 was just for the vehicles themselves – what is the cost of the upfitting? Chief stated no, the cost is all included in that price.

Fred Courtright asked when we would take possession of the vehicles. Chief stated normal turn-around time is approximately 3 months.

Alma Ruiz-Smith asked what exactly is Upfitting for \$11,364.00? Chief replied that is the putting in of the lights, cages, radio, sirens etc.

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

**UPDATE:**

- **Member Municipality Concerns –**

Tobyhanna Township - None

Tunkhannock Township - None

Coolbaugh - None

Mount Pocono – Mike Oser stated to the Chief that he made a request yesterday or today, indicating that if he didn't have it right now that is fine but he still would like to get it. Reason why is:

1. On Saturday January 21 at 11:30 PM there was a Drag Race on Fairview Ave. to include a Pocono Mountain Regional Police car, lights, sirens etc. chasing a yellow 4 X 4 ATV. Mr. Oser indicated he contacted non-emergency number the next day to have an officer give him a call. Mr. Oser asked the officer what was on the logs for the night before and what was said at your meeting in the morning? The officer replied that there was nothing indicated. Mr. Oser stated no mention of a high speed chase in Mount Pocono with a police car in the logs, which is why he would like to see what happened and who was involved.
2. On January 28 driving through Mount Pocono at 2:24 pm in the afternoon traffic was a little backed up and traffic was weaving around this gentleman from Murrays Auto sweeping the road. There was a 2 car accident, he was in the middle of the road and cars were driving by and there was no Pocono Mountain Regional Police Officer on duty there. One car was in the middle of the passing lane Route 611 Southbound and the other one was stuck in Wendy's parking lot, no police. He stated he called Control Center and asked what's going on and why aren't the police there? He stated that Control said that there have been multiple calls on this and that they are very busy. So he asked them to have the officer on duty or the Chief to call him because he wants to know why we have a dangerous situation in the Borough of Mount Pocono that there are no police involved.

Chief Wagner explained that on January 23<sup>rd</sup> there was an incident involving motor bikes trespassing on Kalahari property and zipping around. Our officers responded and encountered the vehicles on SR 940, an attempt was made to stop them but they took off and raced through the Borough streets. He indicated that we are charged with Law Enforcement - Enforcing the Laws of the Borough, State and Motor Vehicle Code Laws. These vehicles are obviously not stopping for our officers. Chief asked Mr. Oser – when you categorize it as a “Drag Race” – how did you... did you witness it because you are characterizing our officers trying to enforce the laws of the Borough and with the recklessness of ATV's and vehicles trespassing on private property, state roads and ripping through the Borough – “What would you have our officers do?” Mr. Oser replied “at that point I think common sense would be better” “it's an ATV they're going to get away from a patrol car all the time” and indicating to race down Fairview Ave, it was on the Saturday the 21<sup>st</sup> not the 23<sup>rd</sup>. He then stated that on social media the next day there was more information about the yellow ATV that escaped the police then what he got the next morning from the police. Chief Wagner cautioned Mr. Oser on the reliability of social media. Chief also indicated that we have stopped ATV's and motorcycles in the past, it does happen, some do actually stop when we activate our lights and sirens, some do not but there's going to be that initial engagement. Our officers are charged with law enforcement, the safety of the roadways and the community, there will be an initial engagement and they will use their reasonable judgment as to when to discontinue the pursuit. Chief indicated that he did review the report and spoke with the officers as he does for all pursuits and it was not indicated that it was high speed chase. As far as calling and having the officers report Chief stated he will leave that up to the Chairman. Chairman Moyer stated that the way it is set up the member would bring it to the meeting for the Commission, if it's an Executive issue they would have an Executive Session and the Commission will decide if it should be sent to you and the Chairman will bring to the Chief. Mr. Oser stated he will do that from here on out but he will anticipate an immediate response not a month or two months down the road. Chairman Moyer indicated that it is an emergency so that we are not getting calls constantly it's to be brought to the monthly meeting, discussed as a Commission.

Mr. Oser stated on the second issue he was totally annoyed that there was a critical accident in Mount Pocono without a Police Officer there and it could have turned into something more. Chief Wagner addressed that what Control Center told you the officers were busy? Mr. Oser stated he will take that only as information why no one was there, but I did ask for a telephone call. Chief Wagner replied back to Mr. Oser indicating that every year at budget time he explains that we are understaffed, comparing to Stroud Regional who has 50 officers serving approximately 34,000 with 35 square miles where we have 41 officers serving 43,000 residents with 238 square miles. Year after year additional staffing is requested from the municipalities. The municipalities set the staffing level. So we should be complaining to you that we do not have enough officers to handle the amount of calls coming in. He explained how there were 6 officers on the road tonight and they had call after call after call and could not get caught up with 6 officers, calls pending. He continued explaining that if there are 4 officers on the road and there are 6 accidents something is going to pend. This happens frequently, so if you call control and they tell you the officers are busy that's the answer – they cannot leave one injury accident to go to another until they clear the first one. Chief continued and asked the commission to remember this complaint when it comes to budget time. Discussion continued after which the Chief stated that he hoped that answered the question. Mr. Oser said yes for one part but no for the other part, but first wanted to know if he could get those logs. Chief said that he would leave that up to the Chairman. Mr. Oser then asked the Chief “You have yourself and 2 Lieutenants underneath you?” Chief replied “Yes”. Mr. Oser asked if any of the 3 were available to take that call or any other call. Chief replied for January 28 at 2:24 in the afternoon – he did not know. Chief stated that when he talks about being understaffed – the Lieutenants are tied up with things, the detectives are tied up with things and patrol is tied up with things. He stated that they do go out and assist from time to time but it depends on what is going on at the time. Mr. Oser then asked the Chairman how he gets those logs. Chairman Moyer indicated that on the approval from the Commission that he would be able to come in to view the logs with a department employee present. Chief stated that typically if there is a complaint about officers not responding and he gets the dates and times, he can pull and review the logs and come back to the Commission with what the officers were doing, which seems to be the simplest way but that is up to the Commission on how they want to handle it. Discussion continued. Alma Ruiz-Smith commented that the way a call is dispatched as far as priority level could be a factor on response time and not necessarily the fault of the department. Mr. Oser stated “the question at hand is will I be able to see those logs?”

#### **MOTION:**

Lynn Kelly made a motion that the Commission allows a Commissioner with prior notification to come in and view logs; the Commissioners are representing their municipalities and it's not being asked to spread it out public it's being asked that your representatives who are sitting on the commission who is effectively the boss of the chief be allowed to look at the documentation if they want to spend their time coming in and looking at it I believe they should have a right to do so, Alma Ruiz-Smith seconded the motion

Fred Courtright suggested that such actions be funneled through the Chairman for scheduling reasons and to keep things a little more straight forward so that these requests of the chief are done consistently and as schedule permits; Dave Moyer stated after it comes before the commission on a monthly basis, go through those items and the Commission decides what we move on to the chief; Lynn Kelly stated no this a strictly a motion to allow Mr. Oser or any other Commission member in the future can be allowed to make an appointment to come in and look at the log documentation. Chief Wagner stated that ultimately it is the Commission's decision but he wanted to caution that we have to tread lightly on the CBA and Policy on Internal Investigations. If this is an Internal Investigation then it will trip all kinds of things through the Collective Bargaining Agreement. Discussion continued.

Roll call vote: Ralph Megliola, Aye / Alma Ruiz-Smith, Aye / Lynn Kelly, Aye / Mike Oser – Aye / Fred Courtright – Aye / Juan Adams – Aye / John Jablowski – No / Anne Lambertson – No / Francis DePiano – No / Dave Moyer – No

Ayes have it – the motion passed.

Discussion on the procedure to follow: It will go directly to the Chairman and the Chairman will decide if it needs to come to the Commission.

## **MOTION**

John Jablowski made a motion that instead of the Commissioner reviewing the duty logs we have the Commissioner present to Chairman either verbally or in writing his or her request on what they need to do and to quantify it through the office of the Chair for the Chair to review with the Chief in order to respond back to that Commissioner

It was stated that that is what the procedure is now. Discussion continued.

Mr. Oser indicated that there was one additional item; he requested to see the Policy and Procedure Manual. Chief Wagner requested he be more specific because there are 96 individual policies, some are not disclosed due to officer safety and tactics. Mr. Oser indicated that he will then go through the Chair and request the specific policies.

Barrett- None

- **2018 Hiring**

Chief Wagner stated Ryan King has a start date of 2/27. Amanda Healy is still in the process of clearing through MPOTEC and not sure of her timeline for her.

Chief Wagner also stated that we will need to address in March or April to start the new 2018 hiring process because the current list will be expiring in August.

- **Personnel**

Chief Wagner stated that we had a termination in January for disciplinary reasons. Additionally as mentioned last month with the promotion of Detective Miller to Corporal it opened up a Crime position. The Chief and a couple other staff members conducted interviews for that position and they have selected Officer Kyle VanNote to move into the Criminal Investigation Unit.

- **Flooring Project**

Chief Wagner informed the Commission that we have some phone request for bids out – we have received 1 to date, 1 hopefully coming in this week and 1 no response yet. Hopefully by next meeting all the bids should be in. He indicated that we are looking to redoing the Patrol Room, Arms Room and Kitchen. There was talk previously about the downstairs too but we have since had it buffed and waxed and it looks pretty good so we will hold off on that for now.

- **Re-Paving Project**

Chief Wagner stated that we are looking to get specs drawn up so that we can put it out for bid.

- **Pension**

Chief Wagner stated there was a Pension meeting 2/21/17. 4<sup>th</sup> Quarter Fund Market Value as of 10/1/16 was \$18,503,218, Return on Investments and Net Flows \$348,153 total Market Value as of 12/31/16 was \$18,851,644. We started 2016 at \$17,834,393 with a total return on investments of \$1,017,251.



- **Community Events/Letters of Support-**

January 5 – Officer Wile worked with Sanofi on Project Purple – Chris Harrin, Former NBA Player spoke to students on Drug Addiction.

January 27 – Chief Wagner and Corporal Nero and multiple Local, State and Federal Agencies – Round Table on The Opioid Epidemic – at State Representative Rosemary Brown’s Office

January 27 – Chief Wagner met with Governor Wolf and State Senator Scavello and Jack Rader and addressed the Opioid Epidemic

Chief Wagner informed the Commission and Public that there is a flyer for Community Night on March 16 from 6 – 8:30 PM at Northampton Community College Monroe Campus Keystone Hall for any interested in attending. He indicated that we will be represented there.

➤ **MOTION**

Francis DePiano made a motion to schedule a hearing on the litigation/personnel related issue we discussed in Executive Session, seconded by Anne Lamberton,

Alma Ruiz-Smith asked if the motion can be explained. Fran DePiano stated it was discussed in Executive Session.

Fred Courtright asked what exactly the motion was. Francis DePiano made a motion to schedule a hearing on the litigation/personnel related issue we discussed in Executive Session

Alma Ruiz-Smith stated that is a little bit slanted that it had nothing to do with personnel it was more towards disciplinary action to be taken. Juan Adams asked if we want to set a date? Fran DePiano stated it will be left open. Fred Courtright stated that the way the motion reads it says that it requires a hearing which he is not ready to have the hearing but would like to discuss it.

Roll Call Vote: John Jablowski – Aye / Anne Lamberton – Aye / Francis DePiano – Aye / Dave Moyer – Aye / Juan Adams – Aye / Fred Courtright – No / Mike Oser – No / Lynn Kelly – No / Alma Ruiz-Smith – No / Ralph Megliola – Aye

Aye’s have it – motion passed. Dave Moyer requested Harry Coleman to work on a date.

**New Business:**

- **Computer Lease**

Chief Wagner informed the Commission that we are looking to upgrade our vehicle computers and leaning in the direction of implementing the TRACS System for citation. He updated the Commission on the evaluation results of the 2 computers (Patrol PC and Fujitsu) that our officers tested in the field for a 30 day period. The computer that received the best reviews was the Patrol PC. We are looking to do a 5 year lease purchase with the computers. An approximate cost of the computers is \$110,000, mounting and install is approximately \$27,000 and we are still waiting on numbers for printers.

Alma Ruiz-Smith asked if that will include maintenance and upgrade. Chief stated that on the 5 year lease there is also a 5 year warranty. At the end of the lease the plan is to upgrade and we would then enter into another 5 year lease. The nice thing about the Patrol PC is that the upgrade price is cut in half because you don’t need to buy all new computers you just need to replace the hard drive.

- **Document Purging – Resolution 2017-002 Disposition of Records**

**MOTION**

Anne Lamberton made a motion to adopt Resolution 2017-002 Disposition of Records, seconded by Juan Adams

Alma Ruiz-Smith asked even though we are getting rid of the hard copies we will be keeping any electronic scanned copies for investigatory purposes? Chief stated that once the hard copy is gone it is gone. There will still be information in our Records Management System.

Mike Oser asked about the Personnel Records – Applications for Employment and Eligibility Lists does that also mean that you will be purging the 2013 investigative information for Harry Lewis? Chief Wagner stated that this is for Applicants not hired.

The motion passed unanimously.

- **Accreditation –**

1) **Policy Revision – 2-1 Legal Authority**

Chief Wagner stated that the only change to this policy is the addition of Barrett Township, a follow-up with the regionalization with Barrett.

**MOTION:**

Ralph Megliola made a motion to adopt the Policy Revision to 2-1 Legal Authority, seconded by Anne Lamberton

Alma Ruiz-Smith asked if this will need to be re-done once a new agreement is in place. Chief stated that the 1996 Agreement is in place and this needs to be part of the policy that Barrett authorizes us to be there.

With no additional questions or comments the motion passed unanimously.

2) **Re-Accreditation**

Chief Wagner stated that we are an Accredited Agency and need to go through re-accreditation every 3 years. Chief explained the process for re-accreditation. He stated that there is a Mock Assessment scheduled for May 2 and the actual assessment is scheduled for June 8 and 9. As the actual assessment is going on they may find some minor policies that may need to be changed. The Chief said that at the April or May meeting he will ask for a motion to have the authority to make the generally minor revision changes that day because if they are not made that day we fail the accreditation. He stated he will then bring the changes back to the commission the following month.

**MOTION**

John Jablowski made a motion to give the Chief the discretionary authority to make the changes as needed to comply with the accreditation committee, seconded by Anne Lamberton

Fred Courtright asked the chief is he anticipates any potential changes between the Mock and the Actual that you can advise us of? Chief stated yes there may be a couple after the Mock that they may indicate need to be tweaked. Since the Mock is before the May meeting they can be brought up at that meeting.

Lynn Kelly asked “how we are going to know with giving the authority to change the policies that there’s not going to be something that’s kind of substantial that should be really debated and discussed among the commission?” Chief stated that he really didn’t know about that – it’s kind of a hypothetical. He said that there are accredited mandated policies and it would probably be against best practice not to approve them. It was then stated that all the policies will then still need to come back to the commission and if the commission does not agree with it then the commission has the administrative authority to change back. In the experience of the Chief it is usually not anything substantive it’s usually a word here or there. Ms. Ruiz-Smith asked if the chief will get the changes before they get together. Chief replied no. Chief explained the process in detail and why the changes may be required.

With no additional questions or comments the motion passed with Lynn Kelly abstaining.

- **4<sup>th</sup> Quarter Treasurer Report**

As of 12/31/16 the balances are General Fund – \$2,344,494.95, Prescription Fund - \$ 27,167.05, Capital Projects Fund - \$13,025.33, Asset Forfeiture Fund - \$371,535.97, Capital Reserve Fund - \$149,034.29, Police Pension Fund - \$18,853,431.03, Non-Uniform Pension Fund - \$142,895.39

**MOTION**

Francis DePiano made a motion that the 4<sup>th</sup> Quarter Treasurer Report be accepted, seconded by Anne Lamberton

Lynn Kelly asked if they can get financial statements – Profit & Loss and Balance Sheet. She said that she realizes they are draft and the final document is released after the audit. Chief indicated yes we can do that.

Fred Courtright noticed a discrepancy in the Pension figures – the 4<sup>th</sup> Quarter Report shows \$18,853,431.03 but the value on the PFM report page 2.1 the balance is \$18,851,644 and asked the Chief to look into it.

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

- Alma Ruiz-Smith wanted to make a suggestion because she is a stickler for organization. She indicated that she would like to see that the agenda items are actually separated by an index sheet indicating the number as it is listed on the agenda separating each section we have with the multitude of paper we have and then clipped together with an acco-press jumbo clip. Chairman Moyer stated it will be taken into consideration.

**PUBLIC PARTICIPATION:**

Andrew Scott from the Pocono Record – asked if the commissioners who voted no on the Police Log issue identify themselves again – he did not get a clear record of who voted no.

Robert Jones from Lake Naomi/Timber Trails Community – He stated that he is very disappointed with what he saw with the meeting tonight and some of the Commission members. He stated that Ralph said the best thing that he heard all night when he asked if we are here to micromanage the chief and the officers. The Chief talked about the biggest drug bust that they can’t talk about in Pennsylvania in how many years and 3 million dollars worth of drugs that were kept off of our street. He stated he did not know Mr. Oser but suggested he take a step back because from the outside looking in you are here to micromanage the chief and his officers and that is sad. What we listen to in the public about a police officer going after someone that was breaking the law it’s a shame we had to listen to that. He then told the chief that he and his residents are proud to have him and his officers representing them, they are blessed

and it is a shame that some of the other individuals do not know that. Mr. Jones also noted that he doesn't understand it – the chief is stating that he doesn't have the officers and now you are going to go over logs and micromanage and now they are going to take more staff and we are going to paper clip the agenda together? That is an embarrassment for me as a resident looking at what some of you are doing.

Alma Ruiz-Smith replied to Mr. Jones stating that she is a Supervisor in Coolbaugh Township and that they have a full house at every meeting and are responsible to answer to their taxpayers how their taxpayer money is paying for this organization. She said that Coolbaugh Township contributes in excess of 2 million dollars and she indicated that she should know how the operation is run so that she can answer the people at their meetings. She indicated that she respected his input and that everyone at Coolbaugh Township appreciates the work this department does so the statement he made is an insult. She went on to add that she understands law enforcement because she had family members that have served. She also explained about Mr. Oser's questions and how he needs to answer to his constituents and that they are not here to micromanage.

Mr. Jones thanked her family members that have served and also commented that he has been to a number of their meeting and the only time that they fill their meeting room is when they threaten to pull out of Regional and ruin the morale of the department.

Alma Ruiz-Smith said to Mr. Jones “well then you have not been to a meeting within the last 12 months I'll tell you that” (noted 3/29/17 meeting)

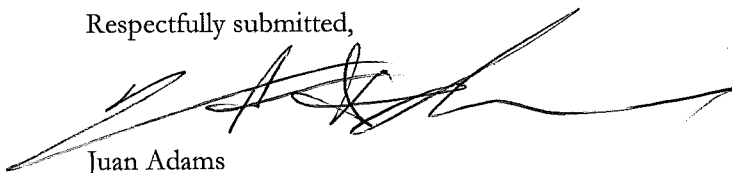
**ADJOURNMENT:**

**Motion:**

Anne Lamberton made a motion to adjourn the meeting, seconded by John Jablowski. The motion passed unanimously.

The meeting adjourned approximately 9:15 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
29 MARCH 2017**

PRESENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
BRANDON IGDALSKY	-TUNKHANNOCK TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
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**EXECUTIVE SESSION:** There was an Executive Session prior to the Regular Meeting to discuss potential litigation. The Executive Session began approximately 6:05 p.m. and ended approximately 7:10 p.m.

**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 7:15 p.m. by Chairman Moyer with the Pledge of Allegiance.

Dave Moyer stated that there was an Executive Session prior to the Regular Meeting. Mr. Coleman noted that the board discussed potential litigation as well as strategy and some direction issues for the litigation should it ever occur.

**APPROVE MINUTES:**

**Motion:**

Francis DePiano made a motion to approve the Minutes of 22 February 2017 Regular Business Meeting as presented. The motion was seconded by Juan Adams. Alma Ruiz-Smith stated that her response to Mr. Jones concerning Coolbaugh Township meeting attendance in the past 12 months was not recorded and wants it to be included as part of the record.

With no additional comments or questions, the motion passed with the noted amendment.

**APPROVE BILLS:**

**Motion:**

Francis DePiano made a motion to approve the Bill-pack of 29 March 2017 in the amount of \$187,700.91. The motion was seconded by Juan Adams.

Alma Ruiz-Smith stated there are several items indicating staffs individual names but there is no reason or purpose for why these individual checks were written out and she would like to know at least in parenthesis why these individuals received these checks. She stated that she sees a secretary's name for several checks and would like to know why they were written to her, there are also several other individuals that received checks. Numerous Commission members stated that the Memo is on the right next to the check amount such as 2017 Benecon reimbursement mileage, per diem PELRAS. She then stated that there are 2 different figures, you have check amount then you have amount, the figures just don't add up. Brandon Igdalsky indicted they do add up – if there is more than one thing it is broken out into two or three, like check number 14906 you have a Sympathy Dish Garden for \$55.00 and a Congrats/Baby for \$50.00 that equals \$105.00 and that is the total check amount. Alma Ruiz-Smith thanked him.

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

### **FEBRUARY POLICE REPORT:**

Total calls for the month of February were 971 total calls consisting of 898 Complaints and 73 Accidents. There were a total of 81 Criminal Arrests, 309 Traffic Arrests, 183 Traffic Warnings and 53 Ordinance Arrests.

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

### **Motion:**

Francis DePiano made a motion to accept the February Police Report, seconded by Anne Lamberton. The motion passed unanimously.

### **VEHICLE REPORT:**

Chief Wagner reviewed the vehicle report, indicating the high mileage and high service cost of the vehicles. Chief also indicated that the new vehicles have been ordered. We did get rates from different banks and Susquehanna still came in lowest, they dropped from 4.9 to 3.89. Mike Oser asked if the high mileage vehicles numbers 3, 7 and 12 will be taken out of service when the new vehicles come in. Chief replied that best practice is total mileage but we also look at overall cumulative costs when determining which vehicles will be replaced.

### **Motion:**

Francis DePiano made the motion to accept the February Vehicle Report. The motion was seconded by Brandon Igdalsky. The motion passed unanimously.

### **UPDATE:**

- **Member Municipality Concerns –**

Mount Pocono – Chief replied to Mike Oser's question last month about the accident on January 28<sup>th</sup>. Chief stated he pulled the accident report, pulled the tape and pulled the officers logs. There were four cars on duty. He went on to explain how the zones generally work. He stated the first car, zoned to Eastern Tobyhanna Township and Mount Pocono, was in Mount Pocono following up on a felony drug crime. The officer got seven pounds of marijuana out of the car, and because it is a felony drug crime he needed backup so one of the Coolbaugh/Barrett cars came down to assist him. At the same time the third car was up on 423 in Coolbaugh Township on a disabled vehicle in the middle of the roadway State Route 423 at the State Park and unable to leave that call due to the hazard there. The fourth car was assigned to Western Tobyhanna Township/Tunkhannock Township was on a felony burglary investigation 12 miles away in lower Tunkhannock Township. Chief stated that he reviewed the recording and it was dispatched as non injury accident off the roadway at the Wendy's. Going by that dispatch it is a non reportable accident that is not in

the roadway so there were no officer's to break free at that point. He noted that at that time fifty percent of the available manpower was actually in Mount Pocono on a felony crime and Mount Pocono actually needed seventy-five percent of the manpower. So he reiterated what he stated last month "if there are five calls pending and four cars something is going to have to wait" and on that date and time the call that was going to wait was the non injury accident off the roadway. Alma Ruiz-Smith asked if the Fairview speed chase had anything to do with the drug case? Chief replied no. Dave Moyer asked Mike Oser if he had anything else on that. He stated "Yes I do". He went on to stated there was a report in the Pocono Plateau based on what the Chief had said that next time it comes around to budget time to look at that. Mike Oser read a letter from the Borough of Mount Pocono, Vice-President of Council Jeff Woehrle.

Mike Oser stated that they are quite upset with the comment we should remember this at budget time. He also said "You as the Pocono Mountain Regional Police are here to protect and serve and even though you have explanations as to where four cars were and that we needed three or four cars in the Borough of Mount Pocono at that time, you are charged with protecting and serving and at that instance you failed. And then when you bring up that we should remember this incident at budget time was the icing on the cake for the Borough of Mount Pocono Council, the distain right now is noticeable for the Pocono Mountain Regional Police. Ralph Megliola asked "Mike, how did he fail?" He went on that with the reports that he had on the call for that accident. He reiterated the Chief's explanation of the situation. He continued that when Barrett Township had their own police there were many times our officers were on duty on another call and we had an accident in the middle of the road and Pocono or State Police would respond. Mr. Oser again asked "why didn't we have a response? That's the thing that accident was not off the road it was in the middle of the road." Ralph Megliola stated it is how the call came in. Discussion continued. Mr. Oser then asked the Chief "As manager of the Police where were you?" Chief replied "it was a Saturday, I was off duty." Mr. Oser then asked "so you only work nine to five Monday through Friday?" Chief stated that's correct. There were numerous comments from the commission about Mr. Oser's comment. Mr. Megliola then asked Mr. Oser if he expects the chief to be on duty to show up for every call? Mr. Oser replied just when there is an accident. Mr. Megliola stated it is truly a numbers game, this is why we regionalized, Barrett wanted to have 24 hour coverage, have a car sitting there all the time, we couldn't afford that anymore. Chairman Moyer stated that that is where we are at, they're 160 hours over and were 200 hours over for a long time, they had 150 calls last month, Chief has been trying to pull their hours down to get them back in line. The rest of the townships are carrying Mount Pocono because they are usually 200 hours over with only 12% of the service. Chairman Moyer also stated that in 2000 Mount Pocono purchased 168 hours of service and in 2015 they purchased 169 hours. Mount Pocono may have to take a hard look at how they can buy more service if they want more service. Vice-Chairman DePiano stated that they were at 210 hours in 2010. Mr. Oser then stated "Gentlemen again, now you've just brought it back to what I just stated here in reference to 'I find that comment wildly offensive' we had to raise taxes in the Borough of Mount Pocono our employees did not get raises and yet here in this staff you had three of your staff including Chief that got raises this year". Chairman Moyer asked Mr. Oser "with this incident and everything happening at one time, was every road cleaned in that Borough during the snow storm? I drove through there ... it was pretty bad. Mr. Oser stated "you are mixing apples with oranges." Chairman Moyer said "no absolutely not... did you have enough maintenance to do every road in that Borough at the same time, I didn't see that, same difference". Mr. Oser said "I'm sorry that you think of it that way". Juan Adams asked Mr. Oser how he can blame someone when the Borough is using up fifty percent of the services when they are only paying for twelve percent. Mr. Oser stated we have a Chief and two Lieutenants. Mr. Adams stated they cannot be here twenty-four hours per day, we have twenty-four hour coverage but it is limited resources and when you were receiving half of the resources available when that call happened, how can you sit here and blame somebody when you have fifty percent of the services. Alma Ruiz-Smith suggested inviting the director of Control Center to address how they prioritize their calls. Discussion continued. Anne Lambertson stated as was said with the Borough having their cutbacks and only being able to afford so much is the same as the department. We can only afford so many officers and this is how the hours are split. If there are only four officers out there they have to triage and take the most serious calls first and that is what we pay for. Dave Moyer requested the Chief extend an invite to Gary Hoffman to attend a meeting.

Next Mr. Oser presented the Chairman with the list of what he would like to see, as was requested last month, and he would meet with the Chief or his administrator when it is available.

Mr. Oser then stated taking a comment from what the solicitor Harry Coleman said last month in reference to who can authorize and who can terminate any member of this commission from the municipalities. A motion was passed by Borough of Mount Pocono Council and it will be revised at the next Council Meeting that the Borough of Mount Pocono Council is the only entity that has the power to appoint and dismiss from the Pocono Mountain Regional Police their appointed Commissioners.

Dave Moyer stated he noticed some personnel issues on the list from Mr. Oser and called for an Executive Session after the meeting to vet out each item with the Commission.

Tobyhanna Township – Anne Lamberton stated there are no new concerns but stressed that they are extremely pleased with all the hard work from the department.

Tunkhannock Township – Francis DePiano echoed the same.

Coolbaugh – Lynn Kelly asked if the Chief had the location of the Arson that is listed in Coolbaugh Township. Chief stated he will look into it.

Alma Ruiz-Smith had a personal comment for the officers that were there during a very difficult situation. They were extremely accommodating, extremely compassionate and she commends their bedside manner. Chief thanked her for her comments and the Commission expressed their sympathies.

Barrett Township – Ralph Megliola thanked the Chief for the drug bust.

- **2018 Hiring**

Chief stated Ryan King started employment and that we are currently working with MPOETC to get the required certifications for Amanda Healy. She was a law enforcement officer from another state and there are sometimes some connection problems between states.

Chief then stated that our current hiring list expires in August and the process takes a several months to get a new list in place. He requested a motion to start the 2017/2018 Hiring Process.

### **MOTION**

Fred Courtright made a motion to start 2017/2018 Hiring Process, seconded by Juan Adams. The motion passed unanimously.

- **Flooring Project**

Chief provided three quotes for the flooring project. He stated we are looking to replace the Kitchen, Patrol Room and the Arms Room flooring.

1. The Floor Store - \$8,770.00
2. Sunshine Flooring - \$12,094.70
3. The Floor Source - \$12,058.77

Francis DePiano asked if anyone knew of The Floor Store. Kris Vogt indicated that they have done work here in the department previously. Anne Lamberton stated it looks to be a fair comparison. Kris Vogt stated



that they all had the same square footage and same material. Alma Ruiz-Smith asked if any the vendors were given a specific list or just the square footage. Kris Vogt stated that each vendor came in was shown the damage and took their own measurements and quoted on the same material. Discussion continued on the work that was included in the bids.

### **MOTION**

Francis DePiano made a motion to award the bid to the Floor Store at a cost of \$8,770.00, seconded by Brandon Igdalsky.

Fred Courtright asked if there was any problem with the floors that they have previously installed. Kris Vogt stated there have not, other than the general wear and tear.

With not additional questions or comments the motion passed unanimously.

- **Re-Paving Project**

Dave Moyer and Ralph Megliola are waiting for the snow to clear to start working up the specs for the bidding process.

- **Computer Lease**

Chief stated that we are still working on the details from the vendors, still need to look at the printers and also waiting to see what happens with the LSA Grant. If we are fortunate enough to get the Grant then we can do both projects together. There is a meeting tonight but unsure if the grant is on the agenda.

- **Accreditation**

- 1) **Policy Revision 9-6 Prisoner Restraining Devices**

- 2) **New Policy 13-10 Protection of Victims of Sexual Violence or Intimidation**

Chief explained the change to Policy 9-6 and the new Policy 13-10 to the Commission.

### **MOTION**

Juan Adams made a motion to adopt the revision for Policy 9-6 and the new Policy 13-10, seconded by Alma Ruiz-Smith.

Carl Davis from Mount Pocono asked if he can get a copy of Policy 13-10. Chief indicated he can.

Mike Oser asked who orders the PSVI Order. Chief stated that can either be done by the on duty District Magistrate or the Court of Common Pleas. He then asked if it can be initiated by the Police Officer and Chief responded yes.

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

- **Pension**

Chief stated the difference between the US Bank and the PFM Report was due to lag in obtaining updated market value from EQUIS. EQUIS is the private real estate investment.

- **Community Events/Letters of Support**

Officer Smelas – Sit Back It's Elementary Program for second and third graders at Tobyhanna Elementary Center for approximately 200 children.

Officer Vaccaro received a thank you card for a theft case he handled.

Officers conducted extra duty at Kalahari for Project Inspire and an email was received thanking the officers for being there and that they were very professional and very polite.

- Alma Ruiz-Smith asked the Chief if he's ever been invited by the Mountain Center or if any of the officers have contact with the teachers or other of the non profits that have been moving in there for the purpose of safety or security or anything of that nature? Chief stated we've been up there for the Monroe County United Meetings but as far as being called in to present programs he does not believe we have had any requests to go up there. She then requested if she can, with the Chiefs permission, ask Tim Lee if he would welcome the idea of having one of our officers do presentations. Chief stated she can have Tim Lee reach out to him.

### **New Business:**

- **LCB Grant**

Chief indicated that our two year grant through the Liquor Control Board (LCB) is expiring this year. It is a grant to combat underage drinking and we are reapplying for another two year grant. He stated that he did request letters of support from the municipalities and is requesting them if they have not already done so the submission deadline is Friday. He stated that he was also invited to speak at one of the breakout sessions with the Chief of Derry Township in Hershey at the LCB Annual Conference in Gettysburg. The topic covered was how small agencies deal with large gatherings and the underage drinking and underage drinking problems.

- Dave Moyer stated that he hopes next month we can all lighten up a bit, we got a great group of guys and girls and he is proud of them. There have been a lot of positives and some negatives tonight but hopefully the positives will outweigh the negatives.
- Alma Ruiz-Smith asked the Chief if he found out what size the propane tanks were. He said 3000 gallons.

### **PUBLIC PARTICIPATION:**

Logan Evans asked how many 911 calls came in on that accident in Mount Pocono. Chief stated that we only received one.

Andrew Scott, Pocono Record asked for clarification on the motion made by the Borough of Mount Pocono Council concerning appointing and dismissing Commission members, asking if that is for Mount Pocono members only or the whole Commission. Mike Oser stated just Mount Pocono Borough.

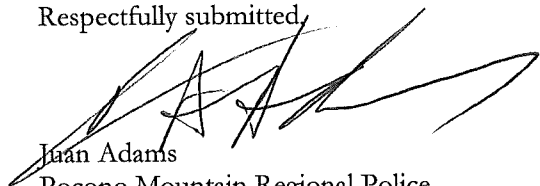
**ADJOURNMENT:**

**Motion:**

Francis DePiano made a motion to adjourn the meeting, seconded by Brandon Igdalsky. The motion passed unanimously.

The meeting adjourned approximately 8:10 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**EXECUTIVE SESSION:** There was an Executive Session following the Regular Meeting to discuss personnel as it relates to Mike Oser document viewing request. The Executive Session began approximately 8:20 p.m. and ended approximately 8:40.

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
11 APRIL 2017**

**PRESENT:**

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

**ABSENT:**

FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
BRANDON IGDALSKY	-TUNKHANNOCK 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.

**APPROVE MINUTES:**

**Motion:**

Francis DePiano made a motion that the Minutes of 29 March 2017 Regular Business Meeting be approved as presented, seconded by Alma Ruiz-Smith.

Alma Ruiz-Smith stated on the Re-Paving Project she had a question not on the minutes but on the policy and asked if it should be brought up now or later. Chairman Moyer stated it should be brought up when we get to that.

Mike Oser requested that the formal request for information that was presented last month in Executive Session be put into the minutes. Mr. Coleman indicated that it falls under the umbrella of what was discussed in Executive Session and therefore not part of the minutes. The minutes do reflect that the request was made but the details discussed in Executive Session should not be memorialized in the minutes of the public meeting. Discussion continued.

Francis DePiano rephrased his motion to have the minutes approved as stated, seconded by Juan Adams

Lynn Kelly asked if the first motion was withdrawn. Francis DePiano stated yes.

With no additional questions a vote was taken with John Jablowski, Anne Lamberton, Francis DePiano, Dave Moyer and Juan Adams voting YES. Mike Oser, Lynn Kelly and Alma Ruiz-Smith voting NO. Motion carried.

**APPROVE BILLS:**

**Motion:**

Francis DePiano made a motion to approve the Bill-pack of 11 April 2017 in the amount of \$133,081.39. The motion was seconded by Juan Adams. With no questions or comments the motion passed unanimously.

## **PUBLIC RECOGNITION**

Det. Cpl. Lucas Bray and Ofc. Rick Michaels were recognized for their years of service on the SWAT team.

## **INTERMISSION FOR PHOTOS 7:15 – 7:18**

### **MARCH POLICE REPORT:**

Total calls for the month of March were 1034 consisting of 946 Complaints and 88 Accidents. There were a total of 131 Criminal Arrests, 353 Traffic Arrests, 211 Traffic Warnings and 40 Ordinance Arrests.

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

#### **Motion:**

Juan Adams made a motion to accept the March Police Report, seconded by Francis DePiano. The motion passed unanimously.

### **MARCH VEHICLE REPORT:**

Chief stated one of the new vehicles has come in and is at the up-fitter. He then reviewed the mileage and expense report.

#### **Motion:**

Francis DePiano made the motion to accept the March Vehicle Report. The motion was seconded by Alma Ruiz-Smith.

Alma Ruiz-Smith asked what was done with retired vehicles and requested the Commission consider donating a vehicle that is still safe to drive to Valor Clinic Foundation. It was stated that it will be taken under consideration.

Mike Oser asked if the cost of \$6.41 for Unit 11 includes labor. Chief stated no that is parts only.

With no additional questions or comments the motion passed unanimously.

### **NEW BUSINESS:**

- **Foundation Report**

John Lamberton, President of Pocono Mountain Regional Police Foundation presented the 2016 report to the Commission indicating that the Foundation exclusively funds the K9 and Bike Patrol Units, pay for the Grant Writing and numerous Community Outreach Programs. He indicated that the Golf Tournament is the major fundraiser for the Foundation and last year after expenses it raised around \$25,000.00. He stated the items purchased for the department in 2016 include 6 Tasers with battery packs and holsters, 2 Motorized Bikes and the K9 Unit Funding for a total of approximately \$15,991.00 to the department. A vote was taken at the last Foundation meeting to purchase an additional 6 Tasers and also fund \$5,000.00 per year to the training budget for the officers.

- **Annual Report**

Chief Wagner presented the Commission with the 2016 Annual Report and gave a brief synopsis of the department and report comparing 2016 to the prior year per municipality indicating that Barrett Township data still needs to analyze the data over the next couple years.

- **Cedar Crest College Report**

Dr. Scott Hoke of Cedar Crest College presented his 2016 Crime Analysis Report to the Commission explaining that this year he has broken the report out by municipality but if the Commission would prefer to

go back to the old format or would prefer to have other information they can let the Chief know. He did give a brief overview of the report and answered some questions from the Commission.

- **Monroe County Control Center**

Gary Hoffman – Director of Communications, Sue Difilippantonio – Training Coordinator and Shawn Datesman – 911 Operations Supervisor were present as requested and gave the guidelines they follow for prioritizing calls and dispatching officers indicating that life safety comes first and it is all based on what the caller tells the dispatcher. Ms. Difilippantonio asked if there was something specific she should address, Mr. Oser gave her the information about the accident in question. Mr. Hoffman stated that all the officers were on calls and that the way this call came in it was not a priority. Mr. Oser then questioned about the life safety priority and the tow truck driver in the roadway. Ms. Difilippantonio stated that it was the tow truck driver's decision to go into the roadway. She stated that tow truck drivers do call and ask for officers to direct traffic but a call was never received in this case. Mr. Datesman added that a tow truck driver is not dispatched by Control unless the police officer requests one, if the tow truck pulled up on his own Control would not know that.

**UPDATE:**

- **Member Municipality Concerns –**

Mount Pocono – Mr. Oser stated back to the request of March 29, he brought it back to the Council and they were upset that he couldn't take copies, pictures etc. He stated he "was requested to advise this Board that I do want specific timeframes of listed in that request of March the 29<sup>th</sup> the police logs, copies of them, and also at the very end of the meeting, at the end of the conversation I had with the Borough Council. The Borough Council requested that the Policy and Procedures Manual, which is your Accreditation Manual, a copy of it be at the Borough Council Office so it can be reviewed by the Council Members." Dave Moyer turned this to the Solicitor. Mr. Coleman stated the accommodation that was made last month is that Mr. Oser as a Commissioner he be able to come to the department a view the document he requested. Anne Lamberton asked Mike if he had done that and he replied "No I did not, because I was given instruction by Council to get them in writing and bring it back to them so they can see that in writing and have it explained to them". Francis DePiano stated to Mike Oser that he requested certain information, it was made available to him, he was notified last Monday morning at 10:00 and he replied back to the email, he went to the Borough Meeting that evening and said that the information had not been made available to him when in fact it had been. A heated discussion continued.

Tobyhanna Township – None

Tunkhannock Township – None

Coolbaugh – Lynn Kelly thanked the Chief for Arson information and the financials. Alma Ruiz-Smith stated back to the Re-Paving Project, asked if, in our By-Laws, there was a Conflict of Interest Policy with any of the Commission Members that have a certain expertise. We should make sure that when the request goes out for RFP that Ralph's company does not have the opportunity to submit one. The Policy should be "there should be no commission member that partakes in any submissions for any professional that the commission looks to hire". Dave Moyer stated he agreed.

Barrett Township –

- **2018 Hiring**

Nothing new.

- **Flooring Project**

Chief Wagner stated we are in the process of scheduling the dates for the work.

- **Re-Paving Project**

Dave Moyer indicated that he is working on getting the specs together and will not bid the project.

- **Computer Lease**

Chief provided the Commission with the quote and specs for the computers from Patrol PC in the amount of \$106,074.00 and a quote from P&D Emergency Services the installer 48,680.00. He stated we are ready to move forward with the Computer Lease of \$154,754.00 over a five-year term. Chief stated we will be reaching out to the same financial institutions that quoted on the vehicle lease to get the best rates.

**Motion:**

Francis DePiano made a motion to purchase the computers for a total amount of \$154,754.00 through a 5 year lease purchase, seconded by Anne Lamberton.

Mike Oser questioned about ordering more computers than mounts. Chief indicated that we already have some equipment so there is no need to order additional. Mr. Oser suggested making sure the data going from the vehicles to the server is encrypted to protect from hacking. Chief stated that will be looked into.

The motion passed unanimously.

- **LSA Grant**

Chief informed the Commission that we were not awarded the In-Car Camera Grant that was applied for.

- **Pension**

Nothing new

- **Community Events/Letters of Support**

March 1 – Cpl Nero and Ofc. Johnson – Annual Job Fair at A Pocono Country Place

March 18 – Cpl. Miller and Ofc. Lutkowski – Gave tour of headquarters to local Cub Scout Group

March 20 – Cpl. Miller and Ofc. Lutkowski – Gave tour of headquarters to local Cub Scout Group

March 28 – Ofc. Wile – Attended ESU for an event with Monroe County United – interacting with members of the public and explained different situations Law Enforcement may be in and common protocol

March 31 – Det. Cpl. Bray spoke at Monroe County Career Technical Institute on Drugs and Alcohol Abuse

March 31 – Chief Wagner and Lt. Vogt attended Monroe County Career Technical Institute for a demonstration on the new Police Driving Simulator.

Chief also announced that on April 29 the department will be taking part in the National Take Back Initiative – collecting prescription drugs for the DEA for proper destruction.

Francis DePiano commended Det. Mike Sciarillo, primary officer for that 3.5 million dollar drug bust.

**PUBLIC PARTICIPATION:**

As a prior Chief of Police, John Lamberton commented about the way an Internal Investigation should be handled if a municipality has a complaint. It should be given to the Chief to investigate and his findings should be given either verbally or in writing –records should not leave this department and investigations should not be conducted by any Commission Member. He also stated that you will not find a more honorable man then Chief Chris Wagner and to question his integrity is a disgrace.

Tracey Fox introduced herself, stating she is a Traffic Safety Coordinator for the North Central Highway Safety Network and does traffic safety programs for elementary, high school and numerous community groups that are funded through Penn Dot. If anyone is interested in any programs they can contact her.

**ADJOURNMENT:**

**Motion:**

Francis DePiano made a motion to adjourn the meeting, seconded by Anne Lamberton. The motion passed.

Alma Ruiz-Smith made a request for a quick Executive Session.

Meeting closed to Executive Session at 8:27 p.m.

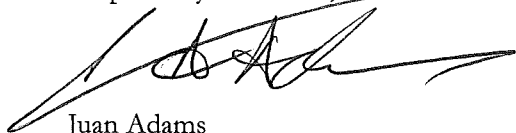
Dave Moyer reopened the meeting at 8:45 stating there was no action to be taken. There was an Executive Session from 8:29 p.m. to 8:44 p.m.

**Motion:**

Francis DePiano made a motion to adjourn the meeting, seconded by Mike Oser. The motion passed with Lynn Kelly abstaining.

The meeting adjourned approximately 8:46 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary



**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
9 MAY 2017**

PRESENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
BRANDON IGDALSKY	-TUNKHANNOCK TOWNSHIP	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE

ABSENT:

JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
HARRY COLEMAN		-SOLICITOR

**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 7:25 p.m. by Chairman Moyer with the Pledge of Allegiance.

David Moyer stated there was an Executive Session from 6:40 p.m. to 7:16 p.m. on Personnel and Legal Issues.

**Motion:**

Francis DePiano made a motion that the Pocono Mountain Regional Police Commission abide by the Collective Bargaining Agreement and Policy specifically in reference to Internal Investigations. If a Commission Member has a specific complaint regarding officer conduct that it be brought before the entire Commission during Executive Session for a course of action or the Commission Member can follow the Pocono Mountain Regional Police Department Policy regarding Officer complaints individually, seconded by Anne Lamberton.

Alma Ruiz-Smith stated that she does not believe that anything was resolved during the Executive Session and would like to reconvene the Executive Session after this meeting.

David Moyer stated there is a motion on the floor and a second and asked for any other questions?

Lynn Kelly agreed with Alma Ruiz-Smith.

Mr. Moyer asked if there were any other questions from the commission? Any questions from the public?

With no additional comments or questions, the motion passed with Anne Lamberton, Brandon Igdalsky, Francis DePiano, David Moyer, Juan Adams, Fred Courtright and Ralph Megliola in favor. Lynn Kelly and Alma-Ruiz-Smith voted no.

## **APPROVE MINUTES:**

### **Motion:**

Anne Lamberton made a motion to adopt the minutes of 11 April 2017, seconded by Brandon Igdalsky.

Alma Ruiz-Smith stated that her objection and debate concerning Mr. Oser's request about the list of items was not included in the minutes and should be added:

"Alma Ruiz-Smith objected and debated the decision to not discuss Mr. Oser's subject list of requests and pointed out that these items would be of concern to the public as Mr. Oser referred to them in public. A discussion ensued between Ms. Ruiz-Smith and Mr. Coleman."

Lynn Kelly also indicated that there are places in the minutes that are lacking for actual content of what the meeting covered such as when it states a lengthy discussion continued or after John Lamberton's comments stating that there is additional conversation that was not referred to. Ms. Ruiz-Smith agreed.

With no additional comments or questions the motion passed with Ann Lamberton, Brandon Igdalsky, Francis DePiano, David Moyer, Juan Adams and Ralph Megliola in favor. Lynn Kelly opposed, Alma Ruiz-Smith stated "with the changes" and Fred Courtright abstaining.

Lynn Kelly requested the copy of the recording of the April meeting be preserved. Chief stated we do.

## **APPROVE BILLS:**

### **Motion:**

Juan Adams made a motion to approve the Bill-pack of 9 May 2017 in the amount of \$279,227.85, seconded by Anne Lamberton.

Alma Ruiz-Smith asked what the total amount left on the mortgage is, what the interest rate is and when it was last refinanced. Chief stated he would get her that information.

Juan Adams asked if the four Cardiac SCI G5 Defibrulators, check #15078, are for the building. Chief stated that one is for the building and the other three will be on patrol and these will be reimbursed by the Foundation.

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

## **APRIL POLICE REPORT:**

Total calls for the month of April were 1139 consisting of 1073 Complaints and 66 Accidents. There were a total of 99 Criminal Arrests, 367 Traffic Arrests, 263 Traffic Warnings and 21 Ordinance Arrests.

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

### **Motion:**

Brandon Igdalsky made a motion to approve the April Police Report, seconded by Juan Adams. The motion passed unanimously.

## **APRIL VEHICLE REPORT:**

Chief reviewed the mileage and expense report for April. He also request a motion to bid out Cars 3 and 7 which are the next cars set for decommission.

### **Motion:**

Fred Courtright made a motion to advertise for bids for Car 3 and Car 7, seconded by Juan Adams.

Alma Ruiz-Smith asked: regarding the request last month, has the commission considered her request to donate any of these vehicles to the Valor Clinic Foundation. Chief indicated that these vehicles that we put out for bid are used for scrap, they may be able to get a few more miles out of them but very doubtful that they would pass inspection.

Fred Courtright asked if Car 7 was drivable because it had zero miles for the month. Chief indicated it was out of service.

Alma Ruiz-Smith asked for clarification of the service for Car 41. Chief stated Tom did an Inspection and the windshield was replaced by Arrow Glass.

With no additional comments or questions the motion passed unanimously.

### **NEW BUSINESS:**

- **Insurance** – Chief Wagner stated we were just recently certified through the Pennsylvania Department of Labor and Industry with our Safety Committee which will give us an additional discount on our Workers Comp Insurance. He then introduced Bob Knowles who presented the Commission with the renewal rates for 2017/2018 explaining how the rates were determined and answered general questions from the Commission. Mr. Knowles also gave the Commission a brief overview of the possible need for a Cyber Liability Policy indicating that estimated cost factors for \$1,000,000 of coverage is between \$2,800 and \$3,500.
- **Policy Revision** – Chief Wagner stated that we had our Mock Assessment for Accreditation and there are 3 policies for minor revisions.
  - 1) **Policy 6-3 Weapons Qualifications**: Chief Wagner indicated that Section 2 and Section 4 –decommission 2 weapons and 2 new weapons being commissioned.

#### **Motion:**

Francis DePiano made a motion to adopt the revisions to Policy 6-3 Weapons Qualifications, seconded by Brandon Igdalsky.

Alma Ruiz-Smith suggested tabling this item because she has only received the revisions and has not had the opportunity to review the entire policy stating she is a new member she cannot vote on something that she does not know the entirety of. Francis DePiano indicated that the only changes being made from the policy that was approved by this body are the ones that are highlighted, all that needs to be done is approve the changes from what has already been approved, the chief has given the explanation of the changes and why. Lynn Kelly asked the chief if there is a problem if these are passed at the next meeting. Chief stated yes because that would be after the on-site Accreditation so these need to be done prior to the next meeting. Chief went on to say that it has been the practice of the Pocono Mountain Regional Police when a new policy is issued it is reviewed in its entirety, when we issue a revision it is only that page or pages that have changes that are reviewed. A discussion continued about how to handle review of policies for the future.

The motion passed with Anne Lamberton, Brandon Igdalsky, Francis DePiano, David Moyer, Juan Adams, Fred Courtright, Lynn Kelly and Ralph Megliola in favor. Alma Ruiz-Smith voted no.

- 2) **Policy 7-1 Pursuit of Motor Vehicle Directive**: Chief Wagner explained the changes to the policy were needed for Accreditation and what changes were made.

#### **Motion:**

Juan Adams made a motion to adopt the revisions to Policy 7-1 Pursuit of Motor Vehicle Directive, seconded by Anne Lamberton.

Lynn Kelly asked the Chief how he would disseminate information to other agencies on our policy. Chief explained the general procedures.

Alma Ruiz-Smith again raised concern about not being able to review the policy in its entirety prior to approving the changes.

Fred Courtright stated that if it is not going to be by motion then he would like it to be the understanding of the Commission that individual Commission Members can come in and request, through the chief, to view any policy and have any questions answered, with the understanding that the confidentiality inherent in these documents is maintained by the individual commission members.

The motion passed with Anne Lamberton, Brandon Igdalsky, Francis DePiano, David Moyer, Juan Adams, Fred Courtright, Lynn Kelly and Ralph Megliola in favor. Alma Ruiz-Smith voted no.

- 3) Policy 13-4 Pennsylvania Crime Victims Act: Chief Wagner explained that the changes to the policy were needed for Accreditation and what changes were made.

**Motion:**

Anne Lamberton made a motion to adopt the revisions to Policy 13-4 Pennsylvania Crime Victims Act, seconded by Brandon Igdalsky.

The motion passed with Anne Lamberton, Brandon Igdalsky, Francis DePiano, David Moyer, Juan Adams, Fred Courtright, Lynn Kelly and Ralph Megliola in favor. Alma Ruiz-Smith voted no.

**Motion:**

Subject to legal counsel's review: Fred Courtright made a motion that individual Commissioner members may make an appointment with the Chief to look over any full policies that we have and have their questions answered with the understanding that any confidentiality will be maintained by the Commission member, seconded by Lynn Kelly.

David Moyer commented that two meetings ago it was moved and voted that it would go through the Chairman, and then the Commission would decide if it would be moved on to the Chief, that was already voted on and without having legal counsel here he is not sure if this is doubling up or not. Mr. Courtright stated that motion was pertaining to the logs which had not come up before. Mr. Moyer stated that it was on anything that came to the attention. Discussion continued.

Lynn Kelly asked what is the PA Chief of Police Association policy on the governing body reading the policies? Chief Wagner stated that generally they will not get into the general politics of a governing body. She continued questioning the footnotes and requirements.

Motion failed Fred Courtright, Lynn Kelly and Alma Ruiz-Smith voted yes. Anne Lamberton, Brandon Igdalsky, Francis DePiano (counsel not present), David Moyer, Juan Adams (lack of counsel) and Ralph Megliola voting no.

- **1st Quarter 2017 Budget vs Actual** – Chief Wagner went over the 1st Quarter Budget report.

Alma Ruiz-Smith questioned the line item for the Chief Salary stating that the budget amount is showing as \$96,992 but the contract that was approved was for approximately \$109,000. Short discussion followed indicating that that may be the third year of the contract.

- **1st Quarter 2017 Treasurer Report** – General Fund-\$2,468,189.07 – Prescription Fund-\$23,263.66 – Capital Projects Fund-\$15,036.59 – Asset Forfeiture Fund-\$360,058.98 – Capital Reserve Fund-\$147,136.82 – Police Pension Fund-\$19,448,519.79 – Non Uniform Pension Fund-\$148,345.52

**Motion:**

Francis DePiano made a motion to approve the 1st Quarter 2017 Treasurer Report approved as presented, second by Anne Lamberton. Motion passed unanimously.

- **Vehicle Escrow Agreement / Lessee Resolution 2017-003** – Chief Wagner stated that the vehicle lease was approved however Susquehanna Bank requires the Lessee Resolution be officially adopted at a meeting.

**Motion:**

Francis DePiano made a motion to adopt Lessee Resolution 2017-003, second by Brandon Igdalsky. Motion passed unanimously.

- **Computer Escrow Agreement / Lessee Resolution 2017-004** – Chief Wagner stated that this is the same but for the computer lease.

**Motion:**

Francis DePiano made a motion to adopt Lessee Resolution 2017-004, second by Juan Adams. Motion passed unanimously.

**UPDATE:**

- **Member Municipality Concerns**

Tobyhanna Township – None

Tunkhannock Township – None

Coolbaugh – Juan Adams stated that the lack of response to an Alarm was brought up at their meeting and asked if there is a policy in effect for Alarms. Chief stated it falls under the Coolbaugh Township Ordinance, Joint Ordinances. Chief asked if there is a specific incident he is referring to since he stated lack of response. Lynn Kelly stated it was brought up at a meeting but they don't have the information handy – she will get it and forward to the chief. Chief stated that when they get a police complaint they can just forward the individual directly to the department so they can get an answer right away.

Alma Ruiz-Smith mentioned that Coolbaugh Township passed Resolution 09-2017 at their last meeting regarding the right for appointing and removing commission members.

Mount Pocono – Fred Courtright deferred to Claudette Williams. She commended Cpl. Mertz for his handling of an incident with a homeless woman.

Mr. Courtright stated that there was discussion at the last Borough Council meeting regarding how the police can better justify the hours, what is being done and what they are doing with the time they are, also the possibility of modifying some of the reports where it can tie into the UCR Reports. Chief Wagner gave a synopsis of the way we came up with the information is presented over the past 24 years of operations and based on what information the municipalities have requested to see.

Barrett Township – None

- **2018 Hiring** – Chief Wagner stated the written test is scheduled for July 1, the physical training test is scheduled for August 5, first round of interviews tentatively August 21,22 and 24 then second round of interviews sometime in September and he will keep the Commission updated.
- **Flooring Project** – Chief stated that the flooring project is complete, it looks great and it came in under budget.
- **Re-Paving Project** – David Moyer reported that the site was looked at last week. He stated the sidewalk and curb have deteriorated and should be replaced before paving. Specs will be together within a week. Chief then mentioned that there is a conduit that has been leaking as was noted through the mold remediation project and posing a very dangerous situation with the water coming in by the electrical. He is recommending that it may be a good time to dig that up while doing the repaving to find the problem and fix it.

- **Pension** – Quarterly meeting scheduled for May 16.
- **Community Events/Letters of Support**

Thank you received for Ofc. Scarfo's handling of a domestic incident.

April 12 – Sgt. Posluszny and Cpl. Nero along with K9 Niko – Job Fair at Luzerne County Community College

April 18 – Sgt. Posluszny and Cpl. Nero along with K9 Niko – Job Fair at Northampton Community College

April 25 – Ofc. Burk – Met with children ages 3 – 4 at Head Start in Coolbaugh Township and spoke on Safety Issues

### **PUBLIC PARTICIPATION:**

Logan Evans stated, understanding the Commission is the Governing Body, asked if background checks are done on the members through State Police and FBI? Chief stated that background checks are the responsibility of the municipality. If they do not do them then we would.

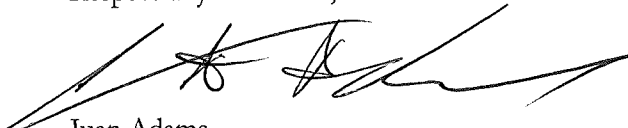
Andrew Scott stated at the last meeting there was an Executive Session at the end of the meeting and then the public meeting reconvened and asked if that happens often and is it normal. David Moyer stated that is probably the first time in quite a few years and no it's not normal. Mr. Scott then asked if the meeting that was reconvened if that was a violation of the Sunshine Act, would that count as a separate meeting. Mr. Moyer stated that question would have to be directed to our legal counsel. At the time legal counsel advised that it was not. It was also announced prior to going into Executive Session and reopening the meeting.

### **ADJOURNMENT:**

#### **Motion:**

Anne Lamberton made a motion to adjourn the meeting, seconded by Francis DePiano. The motion passed unanimously. The meeting adjourned approximately 9:03 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
13 JUNE 2017**

PRESENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
BRANDON IGDALSKY	-TUNKHANNOCK TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY

**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.

**APPROVE MINUTES:**

**Motion:**

Francis DePiano made a motion to approve the minutes of 9 May 2017 as presented, seconded by Anne Lamberton:

Lynn Kelly stated, on page 2 top half after the motion, she was requesting recording of the April Meeting be preserved but one word changes the context of her request. She also indicated that Chief Wagner's response was not included.

Alma Ruiz-Smith asked if the 11 April 2017 Minutes have been revised to include the statement read last month? She also requested that the minutes be reformatted to include the date at the bottom of the page from the right side to the left side. Ms. Ruiz-Smith referring to the Re-Paving Project, she wants to make sure that it is clarified for the public that Mr. Moyer is not putting in a bid through Papillion & Moyer he is just doing this as an expert.

Lynn Kelly stated that meeting to meeting things are asked to be changed in the minutes where we are making notations of things not in the minutes then new minutes are not received and there is no clarification in the next set of minutes that these things were discussed and she asked how we are going to deal with this? Chief Wagner stated that we have to go by the motion that is on the floor and the motion was to accept the minutes as presented there was not a second motion to amend the minutes and that would need to be discussed by the Commission.

**Motion:**

Lynn Kelly made a second motion to approve the minutes with corrections as stated, seconded by Alma Ruiz-Smith

John Jablowski asked if this is to make corrections to the minutes currently before us, David Moyer answered yes.

With no additional comments or questions the motion passed unanimously with Michael Oser abstaining.

After further discussion the clarification was leave the approved 11 April 2017 Minutes as approved and to note the changes on the 9 May 2017 Minutes.

### **APPROVE BILLS:**

#### **Motion:**

Brandon Igdalsky made a motion to approve the Bill-pack of 13 June 2017 in the amount of \$268,550.46, seconded by Francis DePiano;

Alma Ruiz-Smith questioned what check #15132 to Industrial Appraisal Company was for. Chief Wagner stated that was for the inventory of equipment as requested from our Auditors. Also check #15148 to Shred-It, Alma indicated that Coolbaugh Township hosted a shredding event a few weeks back and stated they would be holding another one in October so if the Commission wanted to piggy back with Coolbaugh and save the Commission the cost she can reach out to her board.

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

### **POLICE REPORT:**

Total calls for the month of May were 1175 consisting of 1093 Complaints and 82 Accidents. There were a total of 115 Criminal Arrests, 362 Traffic Arrests, 243 Vehicle Code Warnings and 17 Ordinance Arrests.

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

#### **Motion:**

Francis DePiano made a motion to accept the May Police Report, seconded by Alma Ruiz-Smith.

Alma Ruiz-Smith requested on the margin side of the UCR Crime Stats Municipal Breakdown a color coded chart.

Karl Davis asked the chief if he can forward an Ordinance that they have been having problems with in the Borough. Chief stated yes to have Lori forward it to him.

With no additional comments or questions the motion passed unanimously.

### **VEHICLE REPORT:**

Chief reviewed the mileage and expense report for May. He stated that Car 3 & 7 have been decommissioned and will be going out for bid within the next month or two.

#### **Motion:**

Brandon Igdalsky made a motion to accept the May Vehicle Report, seconded by Alma Ruiz-Smith. The motion passed unanimously.

### **NEW BUSINESS:**

- **Computer Infrastructure**

Chief Wagner gave a brief description of the status of our computer system infrastructure and introduced Mel Pfirman of ISS Solutions who presented the overview for upgrading our Virtual Environment and Email System to Office 365. Mr. Pfirman answered numerous general questions from the commission.

#### **Motion:**

Brandon Igdalsky made a motion to accept the ISS Solutions Proposal for \$13,390.00 to upgrade our Software and Equipment, seconded by Francis DePiano;



Lynn Kelly mentioned the notation on the quote “deviation from this estimate (greater than 10%) will be discussed and require approval so there could be up to 10% increase to the cost of the proposal and should be accounted for in the motion.

Brandon Igdalsky revised his motion to include not greater than 10% deviation; Francis DePiano seconded the revised motion. The motion passed unanimously.

- Alma Ruiz-Smith referred to the Budget vs. Actual Report given last meeting stating the budget reports are incorrect the budget shows \$96,992 for the Chief but the 2017 Salary per the Chief contract is \$100,660. She also questioned the Lieutenants budgeted amount vs. the contracts and requested a copy of the second Lieutenant contract.

#### **UPDATE:**

- **Member Municipality Concerns**

Tobyhanna Township – None

Tunkhannock Township – None

Coolbaugh – Lynn Kelly put in a request of the Chairman to take Roll Call at the beginning of all meetings. Alma Ruiz-Smith also thanked the chief for his email giving the mortgage information as requested and that she also received information from Fred Courtright, closing statement, amortization schedule, etc. and relayed that to the Coolbaugh Township Board.

Mount Pocono – Michael Oser indicated the first concern was addressed by Karl Davis regarding Ordinances for vacation rentals and also enforcement of the noise ordinances relating to the vacation rentals. The second concern is regarding the Mount Pocono Municipal Authority will be starting their \$20 million expansion with \$7 million for the infrastructure for Spray Irrigation and the problems with dirt bikes and how this will be handled. David Moyer indicated that normally chain link fences are required and installed due to the cost of the projects which is something he may need to look into.

Barrett Township – None

- **2018 Hiring** – Nothing new from last month to report.
- **Re-Paving Project** – David Moyer indicated that should be here for approval at our July meeting.
- **Pension** – Chief Wagner indicated that there was a Quarterly Pension Meeting on May 16. Total market value of the fund was \$18,872,324 on 1/1/17 with first quarter Net Flows out of (\$210,525) and Return on Investments of \$802,968 for a balance of \$19,464,768 as of 3/31/17.

Michael Oser asked the Chief if the Pension is funded. Chief stated that as of last year when he last checked we were at about 103% funded but they caution to not view that as fully funded because that can swing depending on market conditions.

Alma Ruiz-Smith asked what commission we are paying to the investment company. Chief stated he will get her that information.

- **Accreditation** – Chief Wagner stated that the on site assessment was conducted on June 8 and 9 and it went exceptionally well indicating that not a single policy or file was returned to us by the assessors for changes. During the exit interview the assessors relayed that it was a pleasure to do our department, we were the single easiest department to assess and they are recommending us for re-accreditation. Chief Wagner gave public recognition to Detective Chris Boheim for taking on the job and doing such a great job.

- **Community Events / Letters of Support**

May 2 – Cpl. Matt Nero and Ofc. Derek Chaffee met with Youth Justice Works with Children & Youth – Presentation on drugs and drug paraphernalia and weapons that may be discovered inside homes

May 9 – Lt. Steve Williams, Lt. Kris Vogt and Ofc Derek Chaffee – attended Monroe County Night at Northampton Community College

May 10 – Chief Chris Wagner, Lt. Kris Vogt and Ofc. Jason Wile – met with Tim Lee at the Learning Center in Coolbaugh Township regarding building security

May 11 – Cpl. Matt Nero, K9 Niko and Ofc. Burk – Poconoski Child Care and Learning Center in Mount Pocono – Law Enforcement meet & greet

May 14 – Sgt. Charlie LaRue – attended PA State Police Sun Day Camp at Pocono Raceway

May 20 – Sgt. Charlie LaRue – Color Guard joint Law Enforcement Military Ceremony honoring Fallen Heroes

May 22 – Ofc. Dan Smelas joined Tracey Fox of North Central Highway Safety – Car Seat Safety Check at Mountain Center in Tobyhanna

May 28 – Cpl. Matt Nero, K9 Niko and Ofc. Dan Smelas – attended Mount Pocono Fly-In Breakfast

Heartfelt letter of thanks received for Cpl. Matt Nero handling of a victim of an overdose.

Recognition of Phoenix Athletica – Major Sponsor of the Cardinal 5K being held June 24 at Pocono Mountain East High School. Portion of the funds raised will benefit our K9 Unit

2017 Golf Fund Raiser for PMRPF will be held on Monday August 28

### **PUBLIC PARTICIPATION:**

Brandon Igdalsky, Pocono Raceway, commended the Chief and the Department on help over the weekend with the NASCAR Security needs.

An attendee also commended the department for the job well done with the Pocono Mountain East Graduation and Race Weekend with the traffic control.

Michael Oser made mention of possible Sunshine Law violation when during last month's commission meeting he tried to get in at 7:44 but the door was locked. Chief stated that historically we have found that everyone is normally in the building by 7:30 but like in this situation it does happen and that will be addressed so it does not happen in the future. He also asked about his Right to Know request denial that was appealed and then reversed and requested an explanation. Chief Wagner gave the explanation that upon legal advice it was originally denied but after our solicitor researched further the decision was reversed.

Vincent Massaro commended the officers of the department and commented that he would like to see drug crackdown increase.

Karl Davis advised the Chief about strange activity in the Shop Rite parking lot after the store closes.

David Moyer asked for any other questions from the public, being none:

### **ADJOURNMENT:**

#### **Motion:**

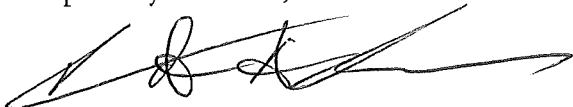
Francis DePiano made a motion to adjourn the meeting,

Andrew Scott apologized, and then mentioned that something was brought to his attention about a grievance concerning Commissioner Oser allegations against him for violations against the bargaining agreement. David Moyer indicated that he believes that has been resolved and we are moving forward. Mr. Oser stated that is the voice of the Commission but stated he has yet to receive his apology and the apology to the Mount Pocono Borough Council.

**Motion:**

Francis DePiano again made a motion to adjourn the meeting, seconded by Anne Lamberton. The motion passed unanimously. The meeting adjourned approximately 8:10 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Juan Adams', with a long horizontal flourish extending to the right.

Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
11 JULY 2017**

**PRESENT:**

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

**ABSENT:**

BRANDON IGDALSKY	-TUNKHANNOCK TOWNSHIP	-MEMBER
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**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 7:10 p.m. by Chairman Moyer with the Pledge of Allegiance.

**APPROVE MINUTES:**

**Motion:**

Francis DePiano made a motion to approve the minutes as presented, seconded by Anne Lamberton. The motion passed with Juan Adams and Fred Courtright abstaining.

**APPROVE BILLS:**

**Motion:**

Juan Adams made a motion to accept the 11 July 2017 Bill-pack as presented in the amount of \$177,586.14, seconded by Francis DePiano. The motion passed unanimously.

**AGGRESSIVE DRIVING AWARD:**

Chief stated that Sgt. Dave Posluszny will be receiving an Aggressive Driving Award but the presentation will be tabled until next month.

**POLICE REPORT:**

Total calls for the month of June were 1268 consisting of 1178 Complaints and 90 Accidents. There were a total of 93 Criminal Arrests, 287 Traffic Arrests, 184 Traffic Warnings and 19 Ordinance Arrests.

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

**Motion:**

Francis DePiano made a motion the June Police Report be approved as presented, seconded by Michael Oser. The motion passed unanimously.

**VEHICLE REPORT:**

Chief reviewed the mileage and expense report for June.

**Motion:**

Juan Adams made a motion to accept the June Vehicle Report as presented, seconded by Fred Courtright.

Alma Ruiz-Smith asked if Car 10 will be retired, Chief informed her yes, next year.

With no additional comments or questions the motion passed unanimously.

**NEW BUSINESS:**

- **Headquarters Refinance**

John Jablowski stated that Tobyhanna Township is looking to reduce their debt by paying off their portion of the Mortgage and he updated the Commission on his research on refinancing the balance of the loan for the other three municipalities. Wayne Bank is proposing a 2.74% interest rate with no fees to refinance, the current rate with ESSA is 3%.

**Motion:**

Francis DePiano made a motion to recommend the Municipalities accept the Wayne Bank proposal to reduce the Mortgage Interest rate to 2.74% and move forward with refinancing, seconded by Juan Adams.

Michael Oser had a few questions he needed clarified as far as what the Borough would need to do. General discussion continued.

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

- **Policy 13-2 Revision**

Chief Wagner reviewed the necessary changes to the Child Protective Services Policy as required by the Accreditation Standards.

**Motion:**

Juan Adams made a motion to approve the changes as presented to Policy 13-2 Child Protective Services, seconded by Francis DePiano.

Fred Courtright suggested describing the portal so that if they change the name we won't have to revise the policy again. Chief stated that is the way the policy is written for accreditation.

The motion passed unanimously.

- **K9 Program**

Chief Wagner updated the commission and public on the passing of K9 Officer Niko stating there has been overwhelming support from the community and that our other K9 Officer Chase is retiring soon. He stated that through donations to the Foundation we will be purchasing 2 new dogs, necessary equipment and training at an estimated cost of \$35,000 that will be fully funded by the Foundation. The only cost to the Commission would be the salaries of the officers during the training.

**Motion:**

Michael Oser made a motion to approve the purchase of 2 K9 dogs, training and etc. to be funded by the Pocono Mountain Regional Police Foundation for a cost of \$35,000 and we approve the salary that's involved with the police officers for that training and all equipment necessary, seconded by Juan Adams. The motion passed unanimously.

- **2018 Budget**

Chief Wagner requested each municipality begin discussing where they want their service hours to be next year and he would like to form a budget committee possibly next month.

**UPDATE:**

- **Member Municipality Concerns**

Tobyhanna Township – None

Tunkhannock Township – None

Coolbaugh – Alma Ruiz-Smith stated as a member of COG and a Coolbaugh Township Supervisor she requested that the annual charitable contribution from COG be made to PMRP for the acquisition of a new K9. Chief thank her.

Mount Pocono – Fred Courtright commented about a shoplifting incident today where an officer was right there and caught them – good job.

Barrett Township – None

- **2018 Hiring**

The written test was conducted on July 1 with 82 applicants and we are still waiting for the test results.

- **Re-Paving Project**

The specs for the advertisement for the bid were presented to the Commission indicating that will be advertised and bids requested back for the August meeting. The Chief suggested the Commission discuss if the electrical conduit that has been leaking will be excavated and repaired prior to repaving the lot. Ralph Megliola suggested adding line painting to the re-paving project.

**Motion**

Ralph Megliola made a motion to add line striping and handicap parking to the Re-Paving Project, seconded by Juan Adams. The motion passed unanimously.

- **Pension**

Nothing new

- **Accreditation**

Chief Wagner reported that we have been recommended for Re-Accreditation by the Pennsylvania Law Enforcement Accreditation Commission that will be acted on July 25, 2017.

- **Community Events / Letters of Support**

June 3 – Sgt. Charlie LaRue gave a presentation on Bullying at the Tunkhannock Township Park to the Girl Scouts

June 10 – Ofc. Erica Burk spoke at Pocono Farms Annual Luncheon to Crime Watch Members

June 28 – Sgt. Dave Posluszny and Ofc. Derek Chaffee spoke at Camp Minsi about the SWAT Team

- Francis DePiano raised a concern he had and put it out for comment and discussion about how we have gotten so sophisticated in our Minutes and suggests we follow Roberts Rules and just have our motions and comments on the motions as part of the minutes so we don't have the who said what.

**Motion:**

Francis DePiano made the motion to follow Roberts Rules that we only have motions and comments about the motion in our minutes, seconded by Juan Adams

Michael Oser stated that he thinks the way the Minutes are prepared now is fine and does not see why we should change them. Alma Ruiz-Smith stated that the purpose of the Minutes is so that when someone picks them up they can feel like they were present at the meeting. Fred Courtright stated he is concerned that the effort to streamline would lose some context by way example none of our Member Municipality Concerns are subject to motion and if we go strictly by Roberts Rules that would disappear from the Minutes and it's important not to lose that. Lynn Kelly stated that she does not think it would look good to go from several years of having discussion in your Minutes to closing the door on discussion in the Minutes and these are documents that are saved forever.

With no additional questions or comments the motion passed with John Jablowski, Anne Lamberton, Francis DePiano, David Moyer, Juan Adams and Ralph Megliola voting in favor. Fred Courtright, Michael Oser, Lynn Kelly and Alma Ruiz-Smith voted no.

- Fred Courtright brought up the Policy Issues and his motion that was made at the May meeting when Harry Coleman was not in attendance to offer his legal opinion. He read the motion that was made and wanted to discuss tweaking it as is appropriate. A lengthy discussion continued on the wording for the motion and the confidentiality and safety concerns of certain policies that could put our officers in jeopardy. It was suggested that Commission members have the ability to view the policies in their entirety and keep confidential these certain policies. Some members would not agree to do so stating that they need to take everything back to their municipal board.

**Motion:**

Fred Courtright made a motion that this commission acknowledge that it is the right of each commissioner to work with the chief to examine administrative policies in full during regular hours at police headquarters and ask questions of the chief provided that the confidentiality of the policy is maintained and no dissemination of the policy to any other person occurs, seconded by Lynn Kelly.

Motion failed with John Jablowski, Anne Lamberton, Francis DePiano, David Moyer, Juan Adams and Ralph Megliola voting no. Fred Courtright, Michael Oser, Lynn Kelly and Alma Ruiz-Smith voted yes.

David Moyer stated there was an Executive Session from 6:40 p.m. to 7:10 p.m. prior to the Regular Meeting to discuss litigation.

Alma Ruiz-Smith requested a continuation of an Executive Session after the meeting to discuss Personnel. David Moyer said the Executive Session is granted.

**PUBLIC PARTICIPATION:**

Chris Wagner announced that the Pocono Mountain Regional Police Foundation Golf Tournament is Monday August 28.

Vincent Massaro – thanked our officer for all the hard work they do

Andrew Scott – asked for the amount the municipalities are currently paying for the mortgage. Chief stated he will get him that information after the meeting.

Billy Smith – spoke out about alleged unethical and dishonorable actions by Alma Ruiz-Smith against him.

Commission went into Executive Session beginning at 8:45 p.m. and ending at 9:00 p.m. on Personnel.

**ADJOURNMENT:**

**Motion:**

Juan Adams made a motion to adjourn the meeting, seconded by Anne Lamberton. The motion passed unanimously. The meeting adjourned approximately 9:02 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary



**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
8 AUGUST 2017**

PRESENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

BRANDON IGDALSKY	-TUNKHANNOCK TOWNSHIP	-MEMBER
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**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.

**APPROVE MINUTES:**

**Motion:**

Lynn Kelly made a motion to adopt the minutes of 11 July 2017 with one correction - on page 5 strike the third line down, seconded by Michael Oser.

A lengthy discussion continued as to how the statement should be changed indicating that the way it is written implies something that it is not true.

With no additional comments John Jablowski, Anne Lamberton, Francis DePiano, David Moyer, Juan Adams, Fred Courtright and Ralph Megliola voted no. Michael Oser, Lynn Kelly and Alma Ruiz-Smith voted yes. The motion failed.

**Motion:**

Anne Lamberton made a motion to add the word alleged to the statement by Billy Smith, seconded by Francis DePiano.

With no comments or questions John Jablowski, Anne Lamberton, Francis DePiano, David Moyer, Juan Adams, Fred Courtright and Ralph Megliola voted yes. Michael Oser, Lynn Kelly and Alma Ruiz-Smith voted no. The motion passed.

**Motion:**

Francis DePiano made a motion to approve the minutes of 11 July 2017 as amended inserting the word alleged into Billy Smith's statement, seconded by Juan Adams.

Lynn Kelly made a suggestion to add a sentence with the actions of the Commission.

With no comments or questions John Jablowski, Anne Lamberton, Francis DePiano, David Moyer, Juan Adams, Fred Courtright and Ralph Megliola voted yes. Michael Oser, Lynn Kelly and Alma Ruiz-Smith voted no. The motion passed.

### **APPROVE BILLS:**

#### **Motion:**

Francis DePiano made a motion to approve the Bill-pack of 8 August 2017 in the amount of \$113,055.71, seconded by Anne Lamberton. With no comments or questions, the motion passed unanimously.

### **AGGRESSIVE DRIVING AWARD:**

Tracy Fox of North Central Highway presented an Aggressive Driving Award to Sgt. David Posluszny. She also presented an award to the Pocono Mountain Regional Police Department for continued participation in the Aggressive Driving program.

### **Brief Intermission for Photos**

### **POLICE REPORT:**

Total calls for the month of July were 1292 consisting of 1193 Complaints and 99 Accidents. There were a total of 123 Criminal Arrests, 362 Traffic Arrests, 243 Traffic Warnings and 51 Ordinance Arrests.

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

#### **Motion:**

Juan Adams made a motion to accept the July Police Report, seconded by Fred Courtright.

Mr. Oser asked if the time for the Special Detail Officer is charged to the Borough. Chief replied that whatever municipality that officer is in is charged for the hours.

With no additional comments or questions the motion passed unanimously.

### **VEHICLE REPORT:**

Chief reviewed the vehicle mileage and expense report for July.

#### **Motion:**

Juan Adams made a motion to accept the July Vehicle Report, seconded by Francis DePiano.

Ms. Ruiz-Smith asked if any of the vehicles are from the ESSA Grant. Chief replied Car 61.

With no additional comments or questions the motion passed unanimously.

### **NEW BUSINESS:**

- **2<sup>nd</sup> Quarter 2017 Budget vs Actual**

Chief Wagner reviewed select individual line items on the 2017 2<sup>nd</sup> Quarter Budget vs Actual. He stated that overall actual expenses are at 41.8% of budget.

There was discussion about processing budget transfers and when they should be done indicating the normal processing of budget transfers from one account to another is at the end of each year.

**Motion:**

Juan Adams made a motion to accept the 2<sup>nd</sup> Quarter 2017 Budget vs Actual, seconded by Francis DePiano. With no comments or questions, the motion passed unanimously.

- **2<sup>nd</sup> Quarter Treasurer Report**

General Fund-\$2,693,433.12, Prescription Fund-\$19,433.68, Capital Projects Fund-\$13,730.46, Asset Forfeiture Fund-\$361,936.71, Capital Reserve Fund-\$138,229.89, Police Pension Fund-\$19,882,965.69, Non-Uniform Pension Fund-\$151,949.58.

**Motion:**

Juan Adams made a motion to accept the 2<sup>nd</sup> Quarter 2017 Treasurer Report, seconded by Francis DePiano. With no comments or questions, the motion passed unanimously.

- **Building Repairs**

**Doors:** Chief briefed the Commission on the problems we've been having with the doors and that after numerous attempts over the past couple years to find a vendor to fix the problems Torbik Safe & Lock has submitted a quote to fix at a cost of \$6,937.00.

**Motion:**

Lynn Kelly made a motion to approved \$6,937.00 from Torbik Safe & Lock Inc. to repair the doors, seconded by Alma Ruiz-Smith.

Mr. Oser asked if there is a Warranty. Lt. Vogt indicated he will check.

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

**Water Treatment System:** Chief briefed the Commission on the problems that hard water is eating away at our copper pipes and fixtures. In order to slow the deterioration of our piping it is recommended to install a water treatment system to neutralize the acid and soften the water. Quotes received:

1. BCD Pump Service - \$5,245.00
2. RJ Groner Inc - \$6,550.00

Discussion continued indicating the one quote does not go into the same detail indicating exact equipment and supplies being quoted. It was suggested to table until next month to get a more detailed quote to compare.

**Motion:**

Lynn Kelly made a motion to table until next month, seconded by Fred Courtright.

Mr. Oser asked what budget line this will come from. Chief stated it can come from Building Repairs and Maintenance or from Capital but that would be a Commission decision.

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

**UPDATE:**

- **Member Municipality Concerns**

Tobyhanna Township – No concerns but Anne Lamberton introduced the new Pastor of Pocono Lake United Methodist Church - Pastor Jessica Roth.

Tunkhannock Township – Francis DePiano stated that their representative Brandon Igdalsky has moved from the area and had to resign. Mr. DePiano read and submitted Mr. Igdalsky's Letter of Resignation.

Coolbaugh – Lynn Kelly stated that about three years ago she had asked if there is a Policy in effect for disposition of Assets, i.e. vehicles, weapons, desks etc. and was told at the time there was not and asked if there has since been one put into place.

**Motion:**

Lynn Kelly made a motion that the Commission with the assistance of the Chief or his Administrative Lieutenant write a policy and procedures for the disposition of all department assets and that the process for the disposal of guns and consider modeling the State Police process, seconded by Michael Oser.

A lengthy discussion concerning the current process for disposing of decommissioned weapons and the process for creating the policy.

With no additional comments or questions the motion passed unanimously.

Mount Pocono – None

Barrett Township – None

- **Accreditation**

Chief stated that on July 25, 2017 we were officially granted Re- Accreditation Status through June of 2020.

- **2018 Hiring**

Chief stated that the PT was conducted Saturday August 5 and 32 of the 38 applicants passed. The first round of interviews will be scheduled for the week of August 21 with the second round scheduled for September 6. Chief requested one or two members of the Commission to sit in on that round. Alma Ruiz-Smith and Juan Adams volunteered.

- **Re-Paving Project – Bid Opening**

Chairman Moyer open 1 sealed bid for the Re-Paving Project

Locust Ridge Contractors – Paving – Items 1-9 – \$61,163.47 / Alternate – Sidewalks and Curbing –  
Items 1 & 2 - \$122,451.40            TOTAL BID    - \$183,614.87

Suggestion was made to table the paving and rebid the sidewalks and curbing. Discussion continued.

**Motion:**

Francis DePiano made a motion to table the paving, seconded by Juan Adams. With no comments or questions the motion passed unanimously.

**Motion:**

Francis DePiano made a motion to send out the bid the 2,980 sf Concrete Sidewalks and 536 lf Concrete Curb, seconded by Juan Adams with a due date back to the Commission September 12. With no comments or questions the motion passed unanimously.

There was discussion about getting pricing for T&M for the Conduit repair and diagnostic for the electric out to our sign and flag pole.

- **Vehicle Bid Opening**

Chairman Moyer opened sealed bids for 2 Police Vehicles

John Bodder -	Car 7	\$1,750	Car 3	\$2,405	Total	\$4,155
Chicago Motors -	Car 7	\$1,807	Car 3	\$2,207	Total	\$4,014
Emergency Remarking	Car 7	\$ 980.03	Car 3	\$1,889.03	Total	\$2,869.06
Yousoff Dabbagh	Car 7	\$2,268	Car 3	\$2,868	Total	\$5,136
Ron Tobias	Car 7	\$1,751	Car 3	\$1,959	Total	\$3,710

**Motion:**

Francis DePiano made a motion to sell both vehicles to Yousoff Dabbagh in the total amount of \$5,136, seconded by Fred Courtright. With no comments or questions the motion passed unanimously.

Chairman Moyer stated there was another bid that was missed

Asia Motors                      Total for both vehicles \$5,598

**Motion:**

Francis DePiano made a motion to rescind his previous motion to sell both vehicles to Yousoff Dabbagh in the total amount of \$5,136, and make a new motion to sell both vehicles to Asia Motors Inc. for a total amount of \$5,598 seconded by Ralph Megliola. With no comments or questions the motion passed unanimously.

- **Headquarter Refinance**

Chief updated the Commission that ESSA is willing to match the offer by Wayne Bank for the refinance and she has been in contact with the municipalities. Lynn Kelly indicated that Coolbaugh Township has already accepted ESSA offer, Tunkhannock and Mount Pocono will be discussing at their next meeting.

- **K9 Program**

Chief updated the Commission on the status on the purchase and training for the 2 new K9's and also stated that the retirement of K9 Chase should be Friday August 25.

- **2018 Budget**

Chief stated he is looking to form the Budget Committee to assist with the preparation of the budget. Francis DePiano, Ralph Megliola, Fred Courtright, Juan Adam and John Jablowski were appointed.

- **Pension**

Nothing new.

- **Community Events / Letters of Support**

Letter of Recognition on behalf of the Commonwealth of Pennsylvania through State Representative Jack Rader's Office in recognition of K9 Niko and Cpl. Nero.

July 4, Ofc Derek Chaffee and Ofc. William Carey assisted with Annual Buck Hill Parade

July 5, Sgt. David Posluszny put on SWAT Demo at Camp Minsi

July 8, Ofc Michael Benner and Ofc. Derek Chaffee attended Tobyhanna Community Day

July 11, Ofc. Daniel Smelas and Tracey Fox spoke with children about Seat Belts, Helmets and Bike Safety at the Mount Pocono Library

July 11, Ofc. Derek Chaffee attended the Barrett Rotary Concert in the Park

July 13, Ofc. Daniel Smelas and Ofc. Derek Chaffee attended the Highway Safety program at the Mountain Center and spoke on Bike Safety

July 13, Chief Chris Wagner addressed the Mount Pocono Rotary Club

July 15, Ofc. Jesse Bohrman and Ofc. Amanda Healy along with SARP met with the Donut Boy, 9 year old Tyler Carach, his mission is to thank every cop in America.

July 15, Ofc. Derek Chaffee attended the 90<sup>th</sup> Anniversary of Mount Pocono Borough

July 15, Ofc. Derek Chaffee led on the bike of the Pinecrest Breast Cancer 5K Run / Walk

July 19, Sgt. Charles LaRue and Ofc. Derek Chaffee escorted Bill Mullin, former Vietnam Veteran Helicopter Pilot along with a Hughie Gun Ship from the Wal-Mart parking lot in Mount Pocono to the Airport where it was displayed.

July 20, Chief Chris Wagner attended the Kalahari and Sanafi Community Fundraiser

July 16 – 21, Cpl. Matthew Nero and Ofc. Jason Wile were Camp Counselors at PSP Camp Cadet Troop N

July 26, Sgt. David Posluszny and Ofc. Derek Chaffee put on a SWAT Demo at the Boy Scout Camp Minsi

**PUBLIC PARTICIPATION:**

Vincent Massaro commended department for National Night and K9 handlers and dogs.

Alma Ruiz-Smith presented her side of the story from last month regarding Billy Smith.

**ADJOURNMENT:**

**Motion:**

Francis DePiano made a motion to go into Executive Session, seconded by Anne Lamberton. The motion passed.

Meeting closed to Executive Session at 8:45 p.m.

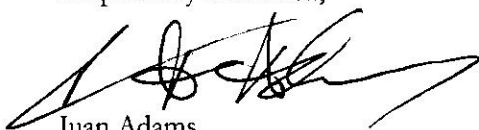
Dave Moyer reopened the meeting at 8:55 stating there was no action to be taken. There was an Executive Session from 8:50 p.m. to 8:55 p.m. on Litigation.

**Motion:**

Francis DePiano made a motion to adjourn the meeting, seconded by Anne Lamberton. The motion passed unanimously.

The meeting adjourned approximately 8:56 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
12 SEPTEMBER 2017**

**PRESENT:**

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

**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 7:05 p.m. by Chairman Moyer with the Pledge of Allegiance. There was a Moment of Silence in remembrance of 9/11.

**APPROVE MINUTES:**

**Motion:**

Francis DePiano made a motion to approve the minutes of 8 August 2017 as presented, seconded by Anne Lamberton. With no comments or questions the motion passed unanimously.

**EXECUTIVE SESSION:** Chairman Moyer announced there was an Executive Session before the Regular Meeting from 5:40 p.m. until 7:00 p.m. on Personnel.

**APPROVE BILLS:**

**Motion:**

Juan Adams made a motion to approve the Bill-pack of 12 September 2017 in the amount of \$180,032.33, seconded by Francis DePiano. With no comments or questions, the motion passed unanimously.

**OFFICER COMMENDATIONS:**

Corporal Robert Miller, Officer Jason Wile and Officer Ryan King were presented with Officer Commendations for their handling of incident that occurred on July 4, 2017.

Brief Intermission for Photos

**POLICE REPORT:**

Total calls for the month of August were 1244 consisting of 1155 Complaints and 89 Accidents. There were a total of 148 Criminal Arrests, 339 Traffic Arrests, 212 Traffic Warnings and 49 Ordinance Arrests.

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

**Motion:**

Francis DePiano made a motion to accept the August Police Report, seconded by Juan Adams.

Alma Ruiz Smith asked if the increase in Criminal Arrests in Tunkhannock was due to the race. Chief Wagner indicated he would check into it but it is doubtful.

With no additional comments or questions the motion passed unanimously.

**VEHICLE REPORT:**

Chief thanked Coolbaugh Township for their donation of \$25,000.00 towards the purchase of a new K9 car to replace the current car 10.

Chief reviewed the mileage and expense report for August.

**Motion:**

Juan Adams made a motion to accept the August Vehicle Report, seconded by John Jablowski. With no comments or questions the motion passed unanimously.

**NEW BUSINESS:**

- **Independent Audit**

Carl Hogan of BBD presented the 2016 Financial Audit to the Commission, reviewed some key points of the report and answered questions from the Commission.

- **2018 MMO**

Police: \$659,676.75  
Non-Uniform: \$8,696.72

**UPDATE:**

- **Building Repairs**

Chief stated that BCD Pump Service has submitted the detail for the quote that was submitted last month.

BCD Pump Service quoted: \$5,245.00  
R.J. Groner Inc. quoted: \$6,550.00

**Motion:**

Francis DePiano made a motion to accept the bid from BCD Pump Service in the amount of \$5,245.00, seconded by Ralph Megliola.

Alma Ruiz-Smith requested confirmation that there will be a warranty on the equipment.

With no additional comments or questions the motion passed unanimously.

- **Re-Paving Project**

Chairman Moyer indicated we should wait until the spring to do the sidewalks, put it out for bid in the winter and be ready to do the project in April. Discussion continued concerning the repairing the power lines now and have that settle through the winter before repaving.



- **Member Municipality Concerns**

Tobyhanna Township – None

Tunkhannock Township – None

Coolbaugh – Lynn Kelly asked what the procedure was for calling a Tow Truck. Chief Wagner indicated it is assigned by zones. Discussion continued.

Alma Ruiz-Smith raised the concern about the possibility of Mount Pocono pulling out as discussions have been noted and how we prepare for that possibility through our budget process. A lengthy discussion continued concerning that possibility and future hiring.

Mount Pocono – None

Barrett Township – None

- **2018 Hiring**

Chief Wagner started off by thanking Alma for sitting in on the last round of interviews. He then stated that the process is complete and the top 10 have been finalized but it is up to the Commission on how they would like to proceed on replacing the 2 open positions. A lengthy discussion then continued on the possibility of Mount Pocono pulling out of the Regional as was discussed at the last Borough Council Meeting and what that would mean for any new hires at this time.

Alma Ruiz Smith thanked the Chief for the opportunity to sit in on the interviews indicating it was an amazing experience.

- **2018 Budget**

A budget committee meeting was scheduled for Tuesday, September 19 at 9:00 a.m.

- **Pension**

The 2<sup>nd</sup> Quarter Pension meeting was held on August 15. Quarter beginning Market Value was \$19,468,881 with net flows out of \$138,877 and return on investments of \$595,187 for an ending 2<sup>nd</sup> quarter market value of \$19,925,191.

- **Community Events / Letters of Support**

August 1, Chief Wagner, Lt. Vogt, Lt. Williams, Det. Bohrman attended Tobyhanna Township National Night Out

August 1, Sgt. Posluszny, Cpl. Mertz, Ofc. Lutkowski, Det. VanNote, Ofc. Chaffee attended PCP National Night Out

August 2, Ofc. Smelas spoke at Camp Minsi about Crime Prevention. Boy Scout tour of headquarters

August 5, Ofc. Chaffee attended Indian Mountain Lakes Community Day

August 12, Ofc. Chaffee attended Coolbaugh Township Historical Association Community Day

August 15, Ofc. Chaffee spoke about child safety at 3 Stages Daycare in Mount Pocono

August 17, Ofc. Smelas participated in Car Seat Safety Program with Tracy Fox for Monroe County Head Start

August 20, Officers from 3-11 Shift participated in Latin Fest at Mtn. Center in Coolbaugh Township

August 20, Ofc. Carey participated at the Autism Awareness Event at ABA Therapy Services in Pocono Summit

August 24, Ofc. Smelas participated in 2<sup>nd</sup> Car Seat Safety Program with Tracy Fox for Monroe County Head Start

**PUBLIC PARTICIPATION:**

Chief Cummin - A Pocono Country Place thanked the Chief for the officers that attended National Night Out – the community is very appreciative and looks forward to it.

??? asked what the Pension is investing in. Chief stated it is very diversified. She also asked how it would work if Mount Pocono did pull out as far as State Police calling for assistance and budgeting. Chief replied.

**ADJOURNMENT:**

**Motion:**

Anne Lamberton made a motion to adjourn the meeting, seconded by John Jablowski. The motion passed unanimously. The meeting adjourned approximately 8:35 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
10 OCTOBER 2017**

**PRESENT:**

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

**ABSENT:**

FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
	-TUNKHANNOCK 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. There was a Moment of Silence for the victims of the Las Vegas Shooting.

**EXECUTIVE SESSION:** Chairman Moyer announced there was an Executive Session before the Regular Meeting from 6:25 p.m. until 6:50 p.m. on Legal and Personnel.

**APPROVE MINUTES:**

**Motion:**

Juan Adams made a motion to adopt the minutes of 12 September 2017 seconded by Francis DePiano The motion passed unanimously.

**APPROVE BILLS:**

**Motion:**

Francis DePiano made a motion to approve the Bill-pack of 10 October 2017 in the amount of \$215,439.86, seconded by Juan Adams

Alma Ruiz Smith questioned about the status of the Mortgage Modification. John Jablowski indicated that Tobyhanna Township has paid off their portion of the principal. Discussion continued.

**Motion:**

John Jablowski made a motion move forward with the Mortgage Loan Modification, seconded by Juan Adams. The motion passed unanimously.

Alma Ruiz Smith also asked for clarification on 3 checks.

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

**SEPTEMBER POLICE REPORT:**

Total calls for the month of September were 1127 consisting of 1043 Complaints and 84 Accidents. There were a total of 114 Criminal Arrests, 229 Traffic Arrests, 139 Traffic Warnings and 17 Ordinance Arrests.

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

**Motion:**

Juan Adams made a motion to accept the September Police Report, seconded by Anne Lamberton. The motion passed unanimously.

**SEPTEMBER VEHICLE REPORT:**

Chief reviewed the mileage and expense report for September.

**Motion:**

Juan Adams made a motion to accept the September Vehicle Report, seconded by Anne Lamberton. The motion passed unanimously.

**NEW BUSINESS:**

- **Policy 13-14 Sexual Assault Testing and Evidence Collection** – Chief stated that this is a new policy due to an Act that was passed by the Legislature in 2015 that has now come to fruition and it is an Accredited Standard of 4.13.1.

**Motion**

Juan Adams made a motion to adopt Policy 13-14 Sexual Assault Testing and Evidence Collection, seconded by John Jablowski. The motion passed unanimously.

**UPDATE:**

- **Member Municipality Concerns**

Tobyhanna Township – None

Tunkhannock Township – Francis DePiano stated that Eaton Township in Wyoming County visited with Tunkhannock Township concerning Police Regionalization and looking to possibly model their department after PMRPD.

Coolbaugh – Lynn Kelly stated she had questions on the financial audit and asked what the process would be for getting them answered. Dave Moyer stated she should get the questions to him and he will forward as appropriate.

Mount Pocono – Michael Oser stated the Mount Pocono Budget Committee asked when the final budget numbers will be in. Chief stated that we should have the final insurance numbers tomorrow.

Barrett Township –

- **2018 Hiring**

Nothing new to report

- **2018 Budget**

Chief Wagner presented Budget Draft 2 indicating with cost savings and the estimated carryover from 2017 there is an estimated 3.2% reduction for the municipalities but we are still waiting on the insurance final numbers. Lynn Kelly asked if there will be a Special Budget Meeting again to answer any municipality questions. Dave Moyer said he would look into scheduling it. Discussion continued on the budget.

- **Pension**

Nothing new to report.

- **Community Events / Letters of Support**

September 9 – Sgt. LaRue, Cpl. Nero and Ofc. Lutkowski attended Woof Fest in Tunkhannock Township

September 16 – Ofc. Bohrman attended State Representative Jack Radar’s Wellness Festival at Northampton County Community College

September 16 – Chief Wagner attended the Vietnam Knights fundraiser

September 20 – Chief Wagner spoke at the Blakeslee Rotary

September 23 – Ofc Chaffee attended Mt. Pocono Harvest Festival

September 23 – Ofc Apgar attended Miracle on the Mountain – celebrating recovery – at the Coolbaugh Mountain Center

**PUBLIC PARTICIPATION:**

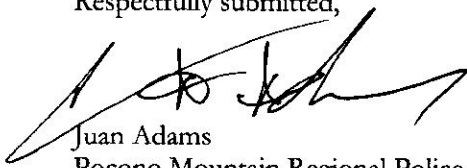
Brendon Carroll responded to previous statements by Ms. Ruiz Smith.

**ADJOURNMENT:**

**Motion:**

Anne Lambertson made a motion to adjourn the meeting, seconded by John Jablowski. The motion passed unanimously. The meeting adjourned approximately 7:40 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
SPECIAL BUDGET MEETING  
25 OCTOBER 2017**

**PRESENT:**

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE

**ABSENT:**

ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
	-TUNKHANNOCK TOWNSHIP	-MEMBER
HARRY COLEMAN		-SOLICITOR

**CALL TO ORDER:**

The Special Budget Meeting of the Pocono Mountain Regional Police Commission was held at the Pocono Mountain Regional Police Building and called to order at 8:00 a.m. by Chairman Moyer with the Pledge of Allegiance.

**UPDATE:**

- **2018 Budget** – Chief Wagner presented the 2018 Budget Draft 3 and review the changes made from Draft 2 that was presented at the Regular Business Meeting due to the final insurance numbers coming in at \$24,000 less than anticipated. Chief also made note that the budget actually has a 1.85% increase but because of some cost savings and deferred payments we were able to apply a carry over to actually reduce the cost to the municipalities for 2018. Discussion continued on some individual line items and options on how to proceed with the estimated 2017 carry over.

**MOTION:**

Ralph Megliola made a motion to keep the 2018 Municipal Contributions the same as 2017, seconded by Anne Lamberton. The motion passed unanimously.

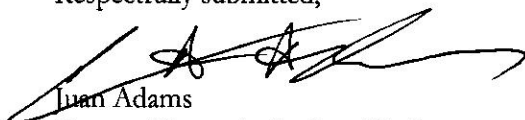
**PUBLIC PARTICIPATION:**

**ADJOURNMENT:**

**Motion:**

Anne Lamberton made a motion to adjourn the meeting, seconded by Francis DePiano. The motion passed unanimously. The meeting adjourned approximately 9:00 a.m.

Respectfully submitted,

  
Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
14 NOVEMBER 2017**

**PRESENT:**

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

**ABSENT:**

JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
	-TUNKHANNOCK 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. There was a Moment of Silence in remembrance of victims of the Las Vegas Shooting.

**APPROVE MINUTES:**

**Motion:**

Francis DePiano made a motion to adopt the minutes of 10 October 2017 Regular Business Meeting and the 25 October 2017 Special Budget Meeting as written, seconded by Anne Lamberton. With no comments or questions the motion passed with Fred Courtright abstaining.

**APPROVE BILLS:**

**Motion:**

Juan Adams made a motion to approve the Bill-pack of 14 November 2017 in the amount of \$536,851.40, seconded by Francis DePiano.

Alma Ruiz Smith stated the mortgage modification is complete.

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

**POLICE REPORT:**

Total calls for the month of October were 1273 consisting of 1150 Complaints and 123 Accidents. There were a total of 140 Criminal Arrests, 307 Traffic Arrests, 196 Traffic Warnings and 17 Ordinance Arrests.

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

**Motion:**

Juan Adams made a motion to accept the October Police Report, seconded by Fred Courtright. The motion passed unanimously.

**VEHICLE REPORT:**

Chief reviewed the mileage and expense report for October.

**Motion:**

Juan Adams made a motion to accept the October Vehicle Report, seconded by Francis DePiano. The motion passed unanimously.

**NEW BUSINESS:**

- **3<sup>RD</sup> Quarter 2017 Budget vs Actual**

Chief reviewed the 3<sup>rd</sup> Quarter Budget vs Actual Report.

**Motion:**

Francis DePiano made a motion to accept the 3<sup>rd</sup> Quarter 2017 Budget vs Actual Report, seconded by Juan Adams.

The motion passed unanimously.

- **3<sup>rd</sup> Quarter 2017 Treasurer Report**

General Fund-\$3,308,531.79, Prescription Fund-\$17,777.93, Capital Projects Fund-\$14,711.18, Asset Forfeiture Fund-\$362,377.81, Capital Reserve Fund-\$137,517.52, Police Pension Fund-\$20,460,909.65, Non-Uniform Pension Fund-\$156,537.56

**Motion:**

Francis DePiano made a motion to accept the 3<sup>rd</sup> Quarter 2017 Treasurer Report, seconded by Juan Adams. The motion passed unanimously.

**UPDATE:**

- **K9 Program**

K9 Chase Retirement – Service Dates 11/2009 thorough 11/2017. Chief officially commissioned the 2 new K9's – Officer Lutkowski will partner with K9 Hilo, a 20 month old German Shepherd and Corporal Nero will partner with K9 Creed, a 15 month old Belgian Malinois. Chief Wagner stated that these 2 new K9's were totally funded by the outpouring by the community.

- **Member Municipality Concerns**

Tobyhanna Township – None

Tunkhannock Township – None

Coolbaugh – Alma Ruiz Smith invited the Chief to the 2018 Shred Events May 19 and October 6.

Lynn Kelly stated she feels there is confusion among the commission as to who has the authority to hire and fire and to bring clarity to this issue she made the following motion.



**Motion:**

Lynn Kelly made a motion that the Pocono Mountain Regional Police Chief be allowed to discipline and suspend employees as outlined in the Collective Bargaining Agreement, Article 7 Section 1. That the Pocono Mountain Regional Police Commission, as the governing body subject to the Sunshine Act, will have the final authority to hire and fire based on recommendations from the Chief. And that all votes as required by the Sunshine Act will be held in an open public meeting, seconded by Fred Courtright.

A lengthy discussion on the Motion followed.

Francis DePiano motioned to table the motion pending review by the solicitor, seconded by Fred Courtright. Motion to table passed unanimously.

Mount Pocono – None

Barrett Township – Ralph Megliola thanked the department for all the work they did with the Parade.

- **2018 Budget**

Chief indicated that at the Special Budget Meeting it was motioned and passed to present the 2018 Budget with a zero increase to the municipal contributions. Based on that motion Budget Draft 4 was presented to the Commission to bring back to their municipalities for approval.

**Motion:**

Fred Courtright made a motion to present 2018 Budget to the Municipalities for approval, seconded by Francis DePiano. With no comments or questions, the motion passed unanimously,

- **2018 Hiring**

Chief stated we are waiting on the approval of the budget to move forward.

- **Pension**

Quarterly pension meeting is scheduled for next Tuesday, November 21.

- **Community Events / Letters of Support**

October 3, Chief Wagner attended Prayer Breakfast

October 3 and 4, Officer Smelas spoke at the Mount Pocono Methodist Church Day Care

October 4, Chief Wagner attended the Candlelight Vigil at the Mountain Center for Women's Resources

October 6, Cpl. Nero and K9 Creed did a Meet and Greet at the Monroe County DA's Office

October 7, Officer Johnson attended the Tobyhanna Township Community Day – Sgt. Posluszny attended the Barrett Rotary Concert

October 8, Sgt. Posluszny and Officer Dunlap attended the Barrett Township Fire Department Open House

October 14, Cpl. Nero and K9 Creed attended the Clear Run Elementary Center Fall Festival

October 15, Officer Benner spoke at the Coolbaugh Mountain Center After School Program

October 19, Chief Wagner met with Attorney General Josh Shapiro at the Mount Pocono Borough Building

October 23, Cpl. Nero and K9 Creed attended the Pocono Mountain Women's Club

October 27, Cpl. Nero and K9 Creed along with Officer Lutkowski and K9 Hilo attended the Wal-Mart Grand Re-Opening

October 28, Cpl. Nero and K9 Creed attended Pocono Mountain Regional EMS Halloween Event – Cpl. Miller attended the TEC Trunk or Treat – Sgt. Posluszny spoke at Pocono Farms East Association Meeting – Officer Johnson attended the Coolbaugh Trunk or Treat – Detective Boheim took part in the National Drug Take Back Program

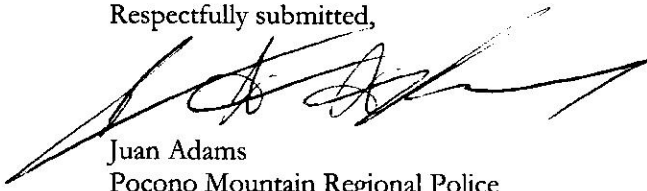
**PUBLIC PARTICIPATION:**

**ADJOURNMENT:**

**Motion:**

Francis DePiano made a motion to adjourn the meeting, seconded by Anne Lamberton. The motion passed unanimously. The meeting adjourned approximately 8:00 p.m.

Respectfully submitted,



Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION  
REGULAR BUSINESS MEETING  
12 DECEMBER 2017**

**PRESENT:**

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
FREDERICK COURTRIGHT	-BOROUGH OF MOUNT POCONO	-TREASURER
JUAN ADAMS	-COOLBAUGH TOWNSHIP	-SECRETARY
ANNE LAMBERTON	-TOBYHANNA TOWNSHIP	-MEMBER
JOHN JABLOWSKI	-TOBYHANNA TOWNSHIP	-MEMBER
MICHAEL OSER	-BOROUGH OF MOUNT POCONO	-MEMBER
RALPH MEGLIOLA	-BARRETT TOWNSHIP	-MEMBER
ALMA RUIZ-SMITH	-COOLBAUGH TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

**ABSENT:**

LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
	-TUNKHANNOCK 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**

**APPROVE MINUTES:**

**Motion:**

Juan Adams made a motion to adopt the minutes of 14 November 2017, seconded by Francis DePiano. The motion passed unanimously.

**APPROVE BILLS:**

**Motion:**

Juan Adams made a motion to approve the Bill-pack of 12 December 2017 in the amount of \$242,103.62, seconded by John Jablowski.

Ms. Ruiz-Smith inquired about Check #15502 Schindler Elevator Corp Chief stated it was an annual contract. She also inquired about Check #15482 Marks, O'Neill, O'Brian, Doherty & Kelly - Chief stated that it was for a claim deductible.

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

**POLICE REPORT:**

Total calls for the month of November were 1146 consisting of 1055 Complaints and 91 Accidents. There were a total of 111 Criminal Arrests, 307 Traffic Arrests, 255 Traffic Warnings and 26 Ordinance Arrests.

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

**Motion:**

Juan Adams made a motion to accept the November Police Report, seconded by John Jablowski.

Question was raised by Mr. Courtright as to how hours are charged when an officer is in an accident. Chief stated that the hours are charged based on the municipality that the officer is in.

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

**VEHICLE REPORT:**

Chief reviewed the mileage and expense report for the month of November.

**Motion:**

Francis DePiano made a motion to accept the November Vehicle Report, seconded by Juan Adams. The motion passed unanimously.

**UPDATE:**

- **K9 Program**

John Lambertson, Pocono Mountain Regional Police Foundation President updated the Commission on the Foundation business over the past few months. Mr. Lambertson also presented Appreciation Awards to The Wilson Fisher Post-American Legion Post 413 of Pocono Lake, Dave Murphy of Blakeslee Pharmacy, Logan Evans of Mountain Landscaping, Joe and Jolene Colyer of J&J Towing, Brendon Carroll of Pinecrest Lake Golf and Country Club, Dr. Jeremy Wentz and Staff of Barton Heights Veterinary Hospital, Lance Mirkin of Pocono Motorsports and Creekside Pet Crematory for going over and above supporting the Foundation this year.

- **Member Municipality Concerns**

Tobyhanna Township – None

Tunkhannock Township – None

Coolbaugh – Ms. Ruiz-Smith wanted to acknowledge Ms. Kelly's request to keep the tabled motion until the January meeting. Mr. Coleman suggested she resubmit the motion in January.

Mount Pocono – None

Barrett Township – None

- **2018 Budget**

Chief Wagner stated a letter was received from Coolbaugh Township indicating they have approved the budget.

**Motion:**

Juan Adams made a motion to approve the 2018 Budget Draft 4 in the amount of \$7,265,357.00 pending all other municipality approvals, seconded by John Jablowski. The motion passed unanimously.

- **2018 Hiring**

Chief stated that pending the municipalities budget approvals and the moving forward with the 2018 Budget, he requested a motion to fill the two vacant spots and hire two officers of the 2017/2018 Hiring List.

**Motion:**



Juan Adams made a motion to approve the hiring of the two vacant spots pending the approval of the budget by the municipalities, seconded by John Jablowski. The motion passed unanimously.

- **Pension**

3<sup>rd</sup> Quarter beginning Market Value was \$19,934,438 with net flows out of \$174,640 and return on investments of \$697,360 for an ending 3<sup>rd</sup> quarter market value of \$20,457,158. Year to date net flows \$524,042 and year to date return on investments \$2,110,053.

- **Community Events / Letters of Support**

November 5 – Multiple officers participated in the Barrett Township Halloween Parade

November 8 – Officer Burk spoke at the Three Stages Day Care in Mount Pocono

November 9 – Officers Wile and Smelas met with the Staff at Pocono Mountain Library and discussed Building Safety and having a Safety Plan

November 15 – Multiple officers throughout the day participated in the Coffee With a Cop at the Mount Pocono McDonalds

November 15 – Officer Burk spoke to the Pre-K class at the Coolbaugh Mountain Center

November 29 – Officer Smelas and Tracy Fox presented a Sit Back Its Elementary Program (seat belt, air bag and school bus safety) at Tobyhanna Elementary Center

November 15 and 29 – Multiple officers participated in an interview through a Cedar Crest College & Lehigh University Grant where they are conducting a study on if there is a difference of expectation between what Law Enforcement feels its role is vs what the Community feels Law Enforcements role is.

#### **NEW BUSINESS:**

- **Resolution 2017-005 Transferring Unencumbered Monies From One Account to Another**

**Motion:**

Francis DePiano made a motion to adopt Resolution 2017-005 Transferring Unencumbered Monies from One Account to Another, seconded by Juan Adams. The motion passed unanimously.

- **Set January 2018 Reorganization Meeting**

Reorganization meeting was set for the second Tuesday in January - January 9, 2018 at 7:00 p.m. with the Regular Meeting immediately following.

- **Set 2018 Meeting Dates**

**Motion:**

John Jablowski made a motion to approve the 2018 Meeting schedule for the second Tuesday of each month at 7:00 p.m. and to advertise same, seconded by Anne Lambertson. The motion passed unanimously.

#### **PUBLIC PARTICIPATION:**

None

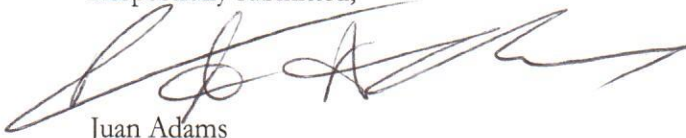
#### **ADJOURNMENT:**

The Commission wished everyone a Merry Christmas and Happy New Year.

**Motion:**

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J Adams', written over a horizontal line.

Juan Adams  
Pocono Mountain Regional Police  
Commission Secretary