

**MINUTES OF THE STROUD AREA REGIONAL POLICE COMMISSION  
REGULAR MEETING OF SEPTEMBER 13, 2023**

The regular meeting of the Stroud Area Regional Police Commission was held on Wednesday, September 13, 2023, in the Stroud Area Regional Police Meeting Room. Commission members in attendance were: Armand Martinelli, Daryl Eppley, Joanne Kochanski, Erica McCabe, Sonia Wolbert, and Rod Baechtold. Commission member Rick Staples attended via Zoom. Absent were Mary Pat Quinn and Victor Brozusky. Also in attendance were: Chief Jennifer Lyon, Captain Scott Raymond, and Solicitor John Prevoznik.

**CALL TO ORDER**

Mr. Martinelli called the September 13, 2023, regular meeting of the Stroud Area Regional Police Commission to order at 7:00 p.m. and Mr. Eppley called roll.

**SPECIAL NOTE**

Mr. Martinelli announced that due to the COVID-19 pandemic and to meet the requirements established by the Office of Open Records for virtual meetings, this meeting was being audio and video recorded via Zoom from the initial announcement of the meeting until its end. The meeting Zoom link was posted on the SARPD's website where the public could join the Zoom meeting, interact, and ask questions in real time.

**PLEDGE OF ALLEGIANCE**

Mr. Martinelli led the Pledge of Allegiance.

**MINUTES OF AUGUST 09, 2023, REGULAR COMMISSION MEETING**

Motion by Ms. Kochanski, seconded by Ms. Wolbert to accept the Minutes of August 09, 2023 meeting, as submitted. All voted aye. Motion carried unanimously.

**PUBLIC COMMENTS - AGENDA ITEMS**

None.

**CORRESPONDENCE**

None.

**PUBLIC COMMENTS –AGENDA ITEMS**

None.

**CHIEFS REPORT**

**Local Law Enforcement Grant**

Chief Lyon reported that she is continuing to work with the Pennsylvania Commission on Crime Delinquency (PCCD) to obtain final approval of the Local Law Enforcement Grant. It is anticipated that approval will be received by next month's meeting.

**Tyler Report Management System (RMS) Project**

Chief Lyon reported the project is still being worked on and moving forward. She reported that the reporting component is complete with a few "quirks" they are working out. The E-citation and Accidents reports component, also known as Brazo's, is anticipated to be completed and functional by the end of the year.

**Body Cams**

Chief Lyon reported a positive step forward in the deployment of the Body cams. She reported that everyone on patrol is utilizing the body cams. In addition, Supervisors are auditing use of the body cams. Administration can review what officers are doing on a scene. Since deploying the body cams, the Chief noted receipt of several citizen complaints of Officers conduct. The body cams have allowed the Chief to quickly review the entire interaction and respond to the citizens with a resolution.

### **Elks Officer of the Year Award**

Chief Lyon reported that Officer Brett Labar was unanimously chosen as the Officer of the Year by the Supervisors and Administration for his hard work ethic and keen sense of sniffing out suspects leading to arrests and serving warrants. The dinner is on Friday, September 15, 2023, at 6pm at the Elks Club.

### **Military Deployment**

Chief Lyon reported that Officer John Schumacher is in the Military reserves and is being deployed on 10/22 for a period of 440 days. She stated she is working with the solicitor to assure legal compliance with military law.

### **Case Update**

Chief Lyon updated the Commission on the 7/27/23 shots fired at 6<sup>th</sup> and Main Street in Stroudsburg. The Chief reported that the suspect was identified and Detectives filed charges on Gavin Williams for Attempted Homicide. Williams fled before he could be arrested. However, Williams was finally located on 9/5 and captured by the US Marshalls in Lakeland Florida. He will be extradited back to PA for Trial.

Chief Lyon also reported that the patrol Unit was currently out on a call in which a decomposed body was discovered at a homeless camp off of Lincoln Avenue in East Stroudsburg.

### **DEPARTMENT REPORT FOR THE MONTH OF AUGUST 2023**

Motion made by Ms. Kochanski, seconded by Ms. Wolbert to accept the August 2023 monthly report as submitted. All voted aye. Motion carried unanimously.

### **COMMITTEE REPORTS**

#### **Operations Committee**

No report.

#### **Personnel**

No report.

#### **Safety**

A meeting was held on 9/12/2023. Mr. Staples reported that he had nothing to report as a result of the meeting.

#### **Police Pension Board**

Mr. Staples reported that the Commission should have a copy of the financial conciliation report in their packets for the pension as of 6/30/23. Mr. Staples stated that the fund manager is optimistic that the fund will be in better shape by the end of the year. Mr. Staples also pointed out that the fund is still in the negative for net flows. Mr. Staples stated that he also noted the value of the fund as of 9/11/23. Discussion held on the pension fund. Mr. Prevoznik discussed the legal issues associated with an OPEB Trust. Mr. Prevoznik stated that he was unable to find any statutes which authorizes the Department to establish and invest municipal funds into an OPEB Trust.

#### **Non-Uniform Pension Board**

No report.

#### **Budget/Finance**

Mr. Eppley reported that there were two budget meetings currently scheduled for 9/15 and 9/29 to work on the 2024 Budget.

#### **Negotiation Committee**

No report.

#### **SARPD Foundation**

No report.

#### **Solicitor**

No report.

## **OLD BUSINESS**

### **Heart and Lung Board Hearing**

Motion made by Ms. Kochanski, seconded by Ms. McCabe to select Mr. Staples as the representative designated by the Commission for the Heart and Lung hearing body as governed by the Heart and Lung Policy and authorize Solicitor to commence proceedings. Mr. Staples abstained. The rest voted aye. Motion passed.

### **Treasurer's Report**

Motion by Ms. Wolbert, seconded by Ms. Kochanski, to accept the unaudited Treasurer's Report, as submitted. All voted aye. Motion carried unanimously.

### **Bills Payable through August 9, 2023**

Motion by Ms. Wolbert, seconded by Ms. Kochanski, to accept and pay the bills payable through August 9, 2023. All voted aye. Motion carried unanimously.

## **NEW BUSINESS**

### **2024 MMO**

Motion made by Ms. Kochanski, seconded by Ms. McCabe, to adopt the 2024 MMO for the Non-Uniform Pension Plan in the amount of \$29,500.00 with the MMO worksheet to be attached to the minutes. All voted aye. Motion carried unanimously.

Motion made by Ms. Wolbert, seconded by Ms. McCabe to adopt the 2024 MMO for the Police Pension Plan in the amount of \$416,360.00, subject for modification by further motion of the Commission with the MMO worksheet to be attached to the minutes. All voted aye. Motion carried unanimously.

### **2024 Contracted Services**

Motion made by Ms. Kochanski, seconded by Ms. Wolbert, to solicit bids for the standard contracted services under the mandatory bid threshold for the year 2024 (Car Wash, Oil changes, Lawn Care, Snow Plowing, Uniform Cleaning, Generator, and HVAC). All voted aye. Motion carried unanimously.

Motion made by Ms. Wolbert, seconded by Ms. Kochanski, to advertise bids as required for contracted services for 2024 Auto Body Services. All voted aye. Motion carried unanimously.

### **Tree Maintenance**

Chief Lyon reported that she sent a letter to the property owner at 117 Lenox to remove a tree which was impacting the Department's facilities. The property owner responded that she does not have the funds to remove the tree. The Chief reported that Dunkelberger's will charge \$800.00 to remove the off property tree only with no stump removal. The property owner suggested that the Department remove the tree at the Department's cost to prevent further tree falls and damages to the Department's fence and/or generator. The Chief also stated that the Department should remove 2 or 3 other trees on its property located in front of the meeting room.

Motion made by Mr. Baechtold to authorize Dunkelberger's Tree Service to perform tree maintenance, to wit: 1 dead tree at 117 Lenox- remove dead tree and leave stump and at the Department Meeting room, remove 2 or 3 trees w/stumps and trim remaining trees, at a cost not to exceed \$5,000.00 and have the solicitor prepare a written release statement and hold harmless agreement to be signed by the homeowner. No second to the motion.

Motion made by Ms. Wolbert seconded by Ms. McCabe to authorize Dunkelberger's Tree Service to perform tree maintenance, to wit: 1 dead tree at 117 Lenox- remove dead tree and leave stump and the Department Meeting room, remove 2 or 3 trees w/stumps and trim remaining trees, at a cost not to exceed \$5,000.00, pursuant to a written agreement with the homeowner authorizing the tree removal. Roll Call. Mr. Baechtold nay. All others voted aye. Motion carried.

**Adopt Amended SARP Fee Schedule**

Chief Lyon stated that as per Act 22 of 2017, reasonable fees need to be set for granted requests of audio/video recordings made by the Department. Chief stated that she is suggesting \$100.00 as a fee per recording. The Chief will continue to track the amount of time it takes to complete these requests to adjust the fee, as necessary.

Motion made by Ms. Wolbert, seconded by Ms. Kochanski, to adopt the amended SARP Fee Schedule to include an added fee of \$100.00 per granted request for any audio/video recordings as per Act 22 of 2017. All voted aye. Motion carried unanimously.

**ADJOURNMENT**

Motion by Ms. Wolbert, seconded by Ms. Kochanski, to adjourn the meeting at 7:35 p.m. All voted aye. Motion carried unanimously.