

**MINUTES OF THE STROUD AREA REGIONAL POLICE COMMISSION  
REGULAR MEETING OF APRIL 22, 2020**

The regular meeting of the Stroud Area Regional Police Commission was held on Wednesday, March 11, 2020, at 7:00 p.m. via Zoom virtual conference. Commission members in attendance via Zoom were: Sonia Wolbert, Mary Pat Quinn, Armand Martinelli, Daryl Eppley, Joanne Kochanski, Rod Baechtold, Brian Bond, and Tarah Probst. Rick Staples was absent. Also in attendance: Chief Jennifer Lyon, Captain Paul Gasper, and Solicitor John Prevoznik.

**SPECIAL NOTE**

Mr. Martinelli stated 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 with the exception of the executive session if any, which shall not be recorded. The meeting was also streamed live on the SARPD's Facebook page where the public could interact and ask questions in real time.

**CALL TO ORDER**

Mr. Martinelli called the April 22, 2020 regular meeting of the Stroud Area Regional Police Commission to order at 7:00 p.m. and Mr. Eppley called roll.

**PLEDGE OF ALLEGIANCE**

Mr. Martinelli led the Pledge of Allegiance.

**MINUTES OF March 11, 2020 COMMISSION MEETING**

Motion by Mr. Eppley, seconded by Ms. Kochanski to accept the March 11, 2020 Commission Meeting Minutes. All voted aye. Motion carried unanimously.

**MINUTES OF March 27, 2020 SPECIAL COMMISSION MEETING**

Motion by Mr. Eppley, seconded by Ms. Kochanski to accept the March 27, 2020 Commission Special Meeting. All voted aye. Motion carried unanimously.

**PUBLIC COMMENTS – AGENDA ITEMS**

None.

**CORRESPONDENCE**

Chairman Martinelli reporting receiving a letter from Kathy Lord requesting payment for 300 hours of prior years' vacation time that she did not use.

Motion by Mr. Eppley, seconded by Ms. Wolbert to disapprove Ms. Lord's request for payment of 300 hours of prior years' vacation time which was not allowed to be carried over for non-use, as per the employee manual and established policies. All voted aye. Motion carried unanimously.

**DEPARTMENT REPORT FOR THE MONTH OF MARCH 2020**

Chief Lyon reported on the actions that were taken by her in consultation with Chairman Martinelli under the March 27<sup>th</sup> Emergency Declaration which were i) developed an alternative work schedule for patrol, Detectives, and administrative staff; ii) issued a directive requiring teleworking staff to continue policies for confidentiality, chain of custody, and rules of evidence; and iii) developed and instituted Coronavirus COVID-19 response application form.

Motion by Ms. Kochanski, seconded by Ms. Probst to ratify the actions taken by the Chief in consultation with the Chair for alternative patrol, Detective, and administrative personnel schedules, Directives affirming responsibilities to continue policies for confidentiality, chain of custody, and rules of evidence while teleworking and the adoption of the COVID Response application forms. All voted aye. Motion carried unanimously.

Motion by Ms. Probst, seconded by Ms. Kochanski to accept the Department Report for March 2020 as submitted. All voted aye. Motion carried unanimously.

## **COMMITTEE REPORTS**

### **Operations Committee**

No Meeting.

### **Personnel**

No Meeting.

### **Safety**

No Meeting.

### **Police Pension Board**

No Meeting.

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

No Meeting.

### **Capital Improvement Committee**

No Meeting.

### **Budget/Finance**

No Meeting.

### **Negotiation Committee**

No Meeting.

### **SARPC Foundation**

No Meeting.

### **Solicitor**

No Report.

## **OLD BUSINESS**

### **Executive Administrative Assistant Position Update**

Chief Lyon reported that the position for Executive Administrative Assistant has been advertised beginning on 4/8/20 and will close on 4/24/20. She will then conduct initial interviews via Zoom for qualified candidates to narrow down the applicants to present to the Personnel Committee.

### **Short Term Disability Report**

Chief Lyon reported that an Officer who was out on Short Term Disability was medically released to return to work on 3/6/20 after being cleared to do so via an Independent Medical Exam.

## **TREASURER'S REPORT**

Chief Lyon reported that as per previous discussions on the treasurer's report from prior meetings, she has worked with the SARPD Accountant and has rectified the inaccuracies in the January and February Treasurer's report which approvals were previously tabled by the Commission. The March report follows the same correct format.

### **January Treasurer Report**

Motion by Ms. Wolbert, seconded by Ms. Kochanski to accept the unaudited Treasurer's Reports for January 2020. All voted aye. Motion carried unanimously.

February Treasurer Report

Motion by Ms. Wolbert, seconded by Ms. Kochanski to accept the unaudited Treasurer's Reports for February 2020. All voted aye. Motion carried unanimously.

March Treasurer Report

Motion by Ms. Kochanski, seconded by Ms. Probst to accept the unaudited Treasurer's Reports for March 2020. All voted aye. Motion carried unanimously.

**RATIFY BILLS PAYABLE THROUGH APRIL 08, 2020**

Motion by Ms. Wolbert, seconded by Ms. Kochanski to ratify the bills paid through April 08, 2020 as submitted. All voted aye. Motion carried unanimously.

**BILLS PAYABLE THROUGH APRIL 22, 2020**

Motion by Ms. Kochanski, seconded by Ms. Wolbert to accept and pay the bills payable through April 22, 2020 as submitted. All voted aye. Motion carried unanimously.

**NEW BUSINESS**

**James Wielgus DROP Request**

Motion made by Mr. Eppley, seconded by Ms. Kochanski to approve Sergeant James Wielgus entering into the DROP on 5/01/20 contingent upon him signing the DROP settlement agreement, Release of Claims contract and approval by the solicitor. All voted aye. Motion carried unanimously.

**PUBLIC COMMENTS – NON-AGENDA ITEMS**

None.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

Motion by Ms. Kochanski, seconded by Ms. Wolbert to adjourn the meeting at 7:21 p.m. All voted aye. Motion carried unanimously.

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Mary Pat Quinn, Secretary