

**MINUTES OF THE STROUD AREA REGIONAL POLICE COMMISSION
REGULAR MEETING OF NOVEMBER 9, 2022**

The regular meeting of the Stroud Area Regional Police Commission was held on Wednesday, November 9, 2022, at 7:00 p.m., in the Stroud Area Regional Police Meeting Room. Commission members in attendance were: Armand Martinelli, Daryl Eppley, Joanne Kochanski, Brian Bond, Mary Pat Quinn, and Rod Baechtold. Attending via zoom were Tarah Probst, Rick Staples, and Sonia Wolbert. Also in attendance were: Chief Jennifer Lyon, Captain Scott Raymond, Tracie Kresge, and Solicitor John Prevoznik.

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.

CALL TO ORDER

Mr. Martinelli called the November 9, 2022, 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.

EXECUTIVE SESSION

Solicitor Prevoznik reported that an Executive Session was held prior to the meeting. The Executive Session began at 6:49 p.m. and ended at 6:57 p.m. Members of the Commission present were Mr. Martinelli, Mr. Eppley, Ms. Kochanski, and Ms. Quinn, Mr. Baechtold, and Mr. Bond. Mr. Staples and Ms. Probst attended via zoom. Ms. Wolbert was absent. Chief Lyon was also present. Discussed were a litigation matter and a personnel matter. No decisions were made.

MINUTES OF OCTOBER 12, 2022, COMMISSION MEETING

Motion made by Ms. Quinn, seconded by Mr. Bond to accept the October 12, 2022 Commission Meeting Minutes. All voted aye. Motion carried.

MINUTES OF OCTOBER 20, 2022, CONTINUED COMMISSION MEETING

Motion made by Ms. Kochanski, seconded by Mr. Eppley to accept the October 20, 2022 Continued Commission Meeting Minutes. All voted aye. Ms. Quinn abstained due to absence from the meeting. Motion carried.

PUBLIC COMMENTS – AGENDA ITEMS

None.

CORRESPONDENCE

Mr. Martinelli received an approval letter from Stroud Township for the 2023 SARPD Budget.

CHIEF'S REPORT

Hiring Update

The Chief reported the Department received 21 applications for the written hiring test which testing occurred on October 13, 2022. Eleven people passed the written test, of the 11 that passed, 6 passed the physical ability stage and moved on to oral interviews on November 7, 2022. Two applicants have withdrawn, leaving 4 applicants on the list to be certified.

Current Projects

The Chief reported on the status of projects on which she is currently working: Tyler RMS system (scheduled to go live December 2023) including train the trainer training; working on the Department's transition from UCR to IBR reporting, completing mandatory updates (firearms, taser, etc.); policy updates; new policies; Dales lawsuit, data security incident items; the annual report; and hiring. The Chief noted that these projects are in addition to her regular duties of administering the Department.

NAACP Gala

Chief Lyon and Captain Raymond attended the NAACP gala where Chief Lyon was presented with an award for recognition of her dedication, leadership, and commitment in the pursuit of justice.

DEPARTMENT REPORT FOR THE MONTH OF OCTOBER 2022

Motion made by Mr. Eppley, seconded by Ms. Quinn to accept the October 2022 monthly report as submitted. All voted aye. Motion carried unanimously.

COMMITTEE REPORTS

Operations Committee

No meeting.

Personnel

Mr. Eppley reported that the Personnel Committee met with the Chief 10/27 and had another meeting on November 7, 2022. They will have an Executive Session at the end of the meeting to discuss the Chief's annual review.

Safety

Mr. Staples reported the Safety Committee met November 8, 2022 and the window in the detective area has been caulked but it still needs to be painted. There were a few minor vehicle accidents, no injuries. Also discussed were a few line of duty incidents.

Police Pension Board

No meeting.

Non-Uniform Pension Board

No meeting.

Budget/Finance

2023 Budget sent to the municipalities for approval.

Negotiation Committee

No meeting.

SARPC Foundation

No meeting.

Solicitor

Solicitor Prevoznik report that he and the Chief were waiting on an agreement with the Control Center in reference to the new Tyler reports management system project and also a timeline for the Data Security Issue.

OLD BUSINESS

Contracted Services

Motion made by Ms. Kochanski, seconded by Ms. Quinn to award the 2023 Car Wash Contract to Shinetime Auto Wash and Sparkle Car Wash based upon identical bids of \$2.00 Exterior Car Wash and \$6.00 Exterior/Interior Cleaning; and both bidders agreeing to share the contract. All voted aye. Motion carried.

Motion made by Ms. Kochanski, seconded by Ms. Quinn to award the 2023 Generator Maintenance Contract to Critical Systems for \$850.00. All voted aye. Motion carried unanimously.

Motion made by Ms. Kochanski, seconded by Mr. Bond to award the 2023 HVAC Maintenance Contract to R.J. Groner for \$2,915.00 Straight rate \$105/hour, Overtime Rate \$160/hour, with the option to extend for a second year at the same rate. All voted aye. Motion carried unanimously.

Motion made by Ms. Kochanski, seconded by Mr. Eppley to award the 2023 Lawn Care Contract to Simplex Property Services for Cutting the grass \$115.00 including trimming around building & removing clippings with mowing, Trim Drainage Ditch \$65.00, Weed control \$65.00, Spring Cleanup \$350.00. Fall Cleanup/Leaf Removal \$475.00 All voted aye. Motion carried unanimously.

Motion made by Mr. Eppley, seconded by Ms. Kochanski to award the 2023 Uniform Cleaning Contract to Brite Cleaners for \$1.50 per shirt, \$2.25 per pant. All voted aye. Motion carried unanimously.

Motion made by Ms. Kochanski, seconded by Mr. Staples to award the Oil Change Contract to Valvoline Instant Oil Change for \$32.99 per oil change & Related Services, up to 7 Quarts. All voted aye. Motion carried unanimously.

Motion made by Mr. Bond, seconded by Ms. Kochanski to award the 2023 Plowing/Snow Removal Contract to Simplex Property Services for Plow up to 4" per occurrence \$375, up to 8" \$575, up to 12: \$875, up to 4" thereafter \$220, salt and cinder driveways and lots \$195, shovel sidewalks \$150, salt sidewalks \$100, and contingent upon signing the snow specs agreement and posting the required \$2,000 bond. All voted aye. Motion carried unanimously.

Motion made by Mr. Bond, seconded by Ms. Kochanski to extend the 2023 **Auto Body Repair and Painting Contract** to Jim Weiss Auto Body at the same rate as the first year (\$37.00 per hour for frame work, \$34.00 hour for body work, and \$17.00 hour for refinishing, paint & preparation). All voted aye. Motion carried unanimously.

TREASURER'S REPORT

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

BILLS PAYABLE THROUGH NOVEMBER 9, 2022

Motion by Ms. Kochanski, seconded by Ms. Quinn to accept and pay the bills payable through November 9, 2022, as submitted. All voted aye. Motion carried unanimously.

NEW BUSINESS

Commission Terms Expiring

Chief sent correspondence to the municipalities for commission terms of Armand Martinelli, Rod Baechtold, and Joanne Kochanski expiring on 1/1/2023.

Certify New Hiring List

Solicitor requests this be moved until after the Executive Session at the end of the meeting.

Cyber Insurance Renewal

Motion made by Ms. Quinn, seconded by Ms. Kochanski to renew the Department's Cyber Insurance with Cowbell, via the online annual renewal quote of \$6,638.00 All voted aye. Motion carried unanimously.

PUBLIC COMMENTS – NON-AGENDA ITEMS

Wanda Lasher informed the Commission that Crimewatch will be more active and have more patrols starting in January 2023. Ms. Probst stated that this would be her last meeting as she would be resigning her Commission position due to be elected as a State Representative.

Executive Session

Motion made by Ms. Probst and seconded by Ms. Kochanski to adjourn the meeting into an Executive Session. All voted aye. Motion carried unanimously.

EXECUTIVE SESSION

Solicitor Prevoznik reported that an Executive Session was held at 7:21 pm. And ended at 8:12 pm. All Commission members were present, Ms. Probst, Mr. Staples and Ms. Wolbert attended via zoom. The Chief left the Executive Session at 7:25 pm and returned at 8:08 pm. Discussed were personnel matters and no decisions were made.

Certify New Hiring List

Motion made by Ms. Kochanski and seconded by Mr. Bond to certify the new hiring list as presented for 6 months and shall expire at midnight May 10, 2023 or until further action is taken by the Commission. A copy of the certified list, listing only applicant ID numbers and rank, to be attached to the minutes. All voted aye. Motion carried unanimously.

Adjournment

Motion made by Ms. Probst and seconded by Mr. Staples to adjourn the meeting at 8:14 pm.