

MINUTES
LEBANON COUNTY REGIONAL POLICE COMMISSION
August 27, 2024

The August meeting of the Lebanon County Regional Police Commission was called to order at 7:00 PM by North Lebanon Township Manager Lori Books at the North Lebanon Township Municipal Building located at 725 Kimmerlings Road, Lebanon, PA. The Pledge of Allegiance was recited. The following Board members and Township staff were present:

Gary Heisey
Arden Snook, Sr.
Michael Wahmann
Richard Blouch, Jr.
Lori Books – North Lebanon Township Manager
Justin Thompson – North Cornwall Township Manager
Tim Knight – Chief of Police, North Lebanon Township

Absent:

Ronald Sell

Also, present were Misty Bender, Kori Eder, and Tiffany Knight all recording secretaries, as well as several members of the public.

Oath of Office Forms

Manager Books announced that she and Manager Thompson (of North Cornwall) received all Commissioner members Oath of Office forms.

Organization of Commission / Nomination and Election of Officers

Manager Books asked for nominations for Chairman, Vice-Chairman, and Secretary/Treasurer.

MOTION was made by Gary Heisey and seconded by Arden Snook to nominate Mike Wahmann as Chairman of the Commission. Motion passed unanimously.

MOTION was made by Mike Wahmann and seconded by Arden Snook to nominate Gary Heisey as Vice-Chairman of the Commission. Motion passed unanimously.

MOTION was made by Mike Wahmann and seconded by Gary Heisey to nominate Ron Sell as Secretary/Treasurer of the Commission. Motion carried unanimously.

Manager Books then turned the meeting over to newly elected Chairman Mike Wahmann.

Act on Appointments

Chief of Police ----- Timothy Knight
Commission Solicitor ----- Josele Cleary of Morgan, Hallgren, Crosswell & Kane, PC
Labor Attorney ----- Michael Miller of Eckert, Seamans, Cherin & Mellott, LLC

MOTION was made by Mike Wahmann and seconded by Arden Snook to appoint Timothy Knight as the Chief of Police, Josele Cleary as the Commission's Solicitor and Michael Miller as the Commission's Labor Attorney. Motion passed unanimously.

Affirm 2024 Commission Meeting Dates

The remainder of the 2024 meeting dates have been advertised as follows: September 10, September 25, October 8, October 22, November 13, November 26, December 10, and December 19, 2024. All Meetings will start at 6:30 p.m. and will be held at the North Lebanon Township Municipal Building

MOTION was made by Gary Heisey and seconded by Arden Snook to affirm the Regional Police Commission's schedule for 2024 as presented. Motion unanimously carried.

New Business

Chief Knight reviewed the proposed Department Organizational Chart.

MOTION was made by Mike Wahmann and seconded by Gary Heisey to adopt the Organizational Chart as presented. Motion carried unanimously.

The Commission discussed obtaining Requests for Proposals from local banks. All agreed to seek proposals from People's bank which is who North Cornwall Township currently uses, FCCB which is who North Lebanon Township currently uses, and JBT, which is a third local bank.

Chief Knight reviewed the proposal he received to create a new department website. After some discussion, the Commission directed the Chief to get a second proposal.

Chief Knight went over the two quotes he obtained for payroll services. The Commission asked Chief to obtain quotes from the companies currently used by both North Cornwall and North Lebanon Townships. This will be discussed at a future meeting.

Chief Knight explained the costs of the two companies he researched for a scheduling program. The Chief will work on gathering additional information for the Board and present it at a future meeting.

The Commission discussed who should be bonded and the amounts each should be bonded for. All agreed to get quotes for one million for the Treasurer and five hundred thousand and two hundred and fifty thousand for all others. Once the quotes are obtained, this topic will be discussed again at a future meeting.

Chief of Police Report (Tim Knight)

Chief Knight explained to the Board that he received a quote on the new patches. A sample design of the new patch was shown to the Commission. The Chief said it will take four to six weeks for delivery once we place the order. The Chief stated he obtained quotes for vehicle striping and it was estimated that each vehicle would cost between \$1,000 and \$2,000. He hopes to be able to get a grant to cover the costs of the vehicle striping. Lastly, the Chief talked about new badges. He said it would take three to four weeks for new badges to come in. The costs would be roughly

\$1,000 per officer as they will need shirt badges, jacket badges, wallet badges, hat shield, and belt grove. No action was taken tonight. All of these items will be discussed at a later meeting.

Comments from Commission Members

Gary Heisey told the audience they have been working towards a new contract with the union. Officer Hilbert announced that he agreed and felt the five-year contract should be signed very soon. Officer Hilbert also thanked the Commission for the hard work they put into the contract. He is incredibly grateful for everyone's time and cooperation on this.

Public Comment

Mike Webster asked questions related to the organizational flow chart, the Crime Watch website, and who will be performing the vehicle striping.

Jim Cikovic inquired about how the Commission intends to select the promotions for the various positions.

MOTION was made by Gary Heisey and was seconded by Arden Snook to adjourn. With no further business to discuss, the meeting was adjourned at 7:03 PM.

Respectfully Submitted,

Kori Eder
Recording Secretary