

**POCONO MOUNTAIN REGIONAL POLICE COMMISSION
REGULAR BUSINESS MEETING
10 DECEMBER 2019**

PRESENT:

DAVID W MOYER	-TOBYHANNA TOWNSHIP	-CHAIRMAN
FRANCIS DePIANO	-TUNKHANNOCK TOWNSHIP	-VICE CHAIRMAN
KURT CUMMINGS	-COOLBAUGH TOWNSHIP	-TREASURER
CLAUDETTE WILLIAMS	-BOROUGH OF MOUNT POCONO	-SECRETARY
DAVID CARBONE	-TOBYHANNA TOWNSHIP	-MEMBER
JUAN ADAMS	-TUNKHANNOCK TOWNSHIP	-MEMBER
LYNN KELLY	-COOLBAUGH TOWNSHIP	-MEMBER
TONY LAMANTIA	-COOLBAUGH TOWNSHIP	-MEMBER
JOHN SEESE	-BARRETT TOWNSHIP	-MEMBER
CHRIS WAGNER		-CHIEF OF POLICE
HARRY COLEMAN		-SOLICITOR

ABSENT:

BRENDON CARROLL	-TOBYHANNA TOWNSHIP	-MEMBER
MIKE PENN	-BOROUGH OF MOUNT POCONO	-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:

Francis DePiano made a motion to adopt the minutes of 12 November 2019, seconded by David Carbone.

Mike Oser again commented about not having a copy of the minutes to comment on.

With no additional comments or questions the motion passed with Tony LaMantia abstaining.

Chief Discussed the tabled motion from last month regarding the release of draft minutes. Chief reiterated why the release of the draft minutes was stopped in May of 2017. The RTK law has consistently stated that draft minutes are not public documents.

Motion:

Lynn Kelly made a motion to provide the draft minutes of the previous months Police Commission Meeting minutes in the public packet for the public to see before it is voted on. The motion was seconded by Francis DePiano. The motion passed unanimously.

APPROVE BILLS:

Motion:

Francis DePiano made a motion to approve the Bill-pack of 10 December 2019 in the amount of \$308,895.74, seconded by Kurt Cummings. The motion passed unanimously.

POLICE REPORT:

Total calls for the month of November were 1098 consisting of 996 Complaints and 102 Accidents. There were a total of 79 Criminal Arrests, 249 Traffic Arrests, 471 Traffic Warnings and 25 Ordinance Arrests.

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

Motion:

Francis DePiano made a motion to accept the November Police Report, seconded by Kurt Cummings. The motion passed unanimously.

VEHICLE REPORT:

Chief reviewed the mileage and expense report for November.

Motion:

Kurt Cummings made a motion to accept the November Vehicle Report, seconded by David Carbone. The motion passed unanimously.

NEW BUSINESS:

- **Holiday Writing Contest Winners**

500 gift cards to families in need – raceway experience was awarded to K-6 Yessenia Dickson, Tobyhanna Elementary Center – Grade 7-8 Jonathan McMullen, Pocono Mtn West Jr. High – Grade 9-12 Amber Fernandez, Pocono Mtn West High School.

- **Promotion** – Jeff Papi was sworn in to the Position of Corporal.

- **2019-002 Vehicle Lease Resolution 2019-002 –**

Motion:

Francis DePiano made a motion for 2019-002 Vehicle Lease Resolution for the 4 new vehicles. The motion was seconded by David Carbone. The motion passed unanimously.

- **Transfer Unencumbered Monies Resolution 2019-003 –**

Motion:

Francis DePiano made a motion for Transfer Unencumbered Monies Resolution 2019-003. The motion was seconded by David Carbone.

Mike Oser asked for the amount that was being transferred. Francis DePiano stated it is \$88,365.

With no additional comments or questions. The motion passed unanimously.

- **Set Reorganization and 2020 Meeting Schedule –**

Motion:

Francis DePiano made a motion to set the reorganization and 2020 meeting schedules as the second Tuesday of every month starting with January 14, 2020. The motion was seconded by David Carbone. The motion passed unanimously.

- **Personnel**– Chief Wagner stated there is a letter of intent to retire from Det. Chris Boheim as of January 12, 2020. The Chief asked for a motion to accept the letter of retirement.

Motion:

Lynn Kelly made a motion to accept the letter of Retirement of Det. Chris Boheim with regrets. The motion was seconded by Juan Adams. The motion passed unanimously.

Francis DePiano stated that under Personnel we will also be covering the Non-Uniform, Administrative and Collective Bargaining Contracts.

Motion:

Lynn Kelly made a motion to give a 6.6% raise to the 5 office administration employees for 2020 with an additional increase to Laura Deane and Marianne Avosso bringing their hourly rate to \$15.50 per hr. The motion was seconded by Juan Adams. The motion passed unanimously.

Motion:

Francis DePiano made a motion to approve Chief Wagner's contract, seconded by Juan Adams.

Lynn Kelly requested confirmation that the DROP will be 3 years not 5 years, Francis DePiano stated yes.

Current salary \$110,556.00 - 2020 contract salary will be \$116,083.00.

With no additional comments or questions the motion passed unanimously.

Motion:

Francis DePiano made a motion to approve the two Lieutenant contracts, seconded by David Carbone.

Lynn Kelly requested confirmation that the DROP will be 3 years not 5 years, Francis DePiano stated yes.

Chief stated the new 2020 contract salary will be \$101,149.00

With no additional comments or questions the motion passed unanimously.

Motion:

Francis DePiano made a motion to approve Kathy Matisak contract for 2020-2022, seconded by David Carbone.

Chief stated the new 2020 contract rate is \$76,694.00.

Mr. Oser asked if the increase to the retirement was in that amount. Francis DePiano indicated it is part of the contract.

The motion passed unanimously.

Motion:

Francis DePiano made a motion to approve the Collective Bargaining Agreement contract for 2020-2025, seconded by Juan Adams. The motion passed unanimously.

- **2020/2021 Hiring Process** – Chief stated he would like to start the hiring process earlier this year as to not have issues with the completion of background checks and the academy dates.

Motion:

David Carbone made a motion to start advertising for 2020/2021 Hiring process, seconded by Juan Adams. The motion passed unanimously.

UPDATE:

- **Member Municipality Concerns**

Tobyhanna Township – David Carbone keep officers in prayers

Tunkhannock Township – Christmas/New Year wishes and thanks to officers

Coolbaugh – Merry Christmas

Mount Pocono – Holiday wishes – thanks for your service

Barrett Township – thanks to department-expressed that Barrett made a good choice joining PMRPD

- **2020-2025 Collective Bargaining Agreement** – Francis DePiano commented on the smooth process between the officers and the commission.

- **2020 Budget** –

Motion:

Francis DePiano made a motion to approve the 2020 Budget in the total amount of \$7,841,649 revenue adjusted \$6,125,901.03 as presented, seconded by Kurt Cummings.

Lynn Kelly stated that the Budget would be referred as 2C and changes in personnel will be in the carry over.

With no additional comments or questions the motion passed unanimously

- **Building Capital Projects** – Chief stated we are still in the preliminary stages.

- **Community Events / Letters of Support**

November 3rd – Lt. Vogt and Officer Jack Apgar- Barrett Halloween Parade

November 4th and 5th – Officer Smelas visited the Mt. Pocono Methodist Church Preschool -regarding safety topics- calling 911, seatbelts and stranger danger.

November 6th – Officer Smelas visited Tiny Tots Daycare Center – Mt Pocono again regarding Safety topics.

November 11th – the PMRPD Honor Guard attended the Veterans' Day Assembly at the Pocono Mountain West High School

PUBLIC PARTICIPATION:

Tracy Fox- thanked the department for all their help regarding all the programs she is involved in. The Chief thanked Tracey along with Jeanine Hofbauer for bridging the gap between law enforcement responsibilities and public events and roadway safety.

ADJOURNMENT:

Motion:

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

EXECUTIVE SESSION: There was an Executive Session prior to the Regular Meeting to discuss personnel. The Executive Session began approximately 6:08 p.m. and ended approximately 6:45 p.m.

Respectfully submitted,



Claudette Williams
Pocono Mountain Regional Police
Commission Secretary