



Evans City/Seven Fields Regional Police
Meeting Minutes
September 17, 2018 @ 5:15 p.m. (Seven Fields)

Members Present: Kim Armstrong, Jen Sikora, Lee Dyer, Mike Baer, Dawn Servello, Dean Zinkhann, Tom Smith, and Chief McCombs.

Kim Armstrong made a motion to approve the August 27, 2018 meeting minutes as presented. Jen Sikora seconded the motion. Motion carried.

Kim Armstrong made a motion to approve the payables (8/28-9/17/2018) as presented at this meeting. Jen Sikora seconded the motion. Motion carried.

The Evans City Seven Fields Calls for Service for August 2018 were reviewed by the Commission Members. Lee Dyer asked why there were more calls for Seven Fields than in Evans City for the month. Chief McCombs stated that each month they vary by municipality, and some months Evans City has more calls. Also, the License Plate Reader will keep the officers busy when it is in operation.

Tom Smith presented the quotes obtained to replace the copier lease agreement for the EC/SF Police Department office which is located in Evans City. Tom stated that the copier lease costs will no longer be shared between the EC/SF Regional Police Department (67%) and Evans City Borough (33%). Dawn Servello asked if the police department needed this large of a copier. Chief McCombs responded that a larger copier is needed because it also works as a server between the offices. It is used to download 911 data so it can be seen by all the officers. Lee Dyer commented that Evans City Borough does not want to have access to police documents, therefore the need for separate copiers. Tom Smith requested approval to enter into a new copier lease agreement with CDI Office Technologies at \$229 per month and to pay the cost of the buy-out of the current copier lease in the amount of \$4,237. The EC/SF Regional Police Department would pay for 67% (\$2,839) of the total buy-out cost and Evans City Borough would pay 33% (\$1,398). Kim Armstrong made a motion to approve the new copier lease agreement and buy-out with CDI Technologies. Jen Sikora seconded the motion. Motion carried.

Tom Smith explained that Chief McCombs attended the Chief's Meeting 9/14/2018 and was informed that Butler County's new Computer Aided Dispatch (CAD) will start 10/23/2018. The Department will need to purchase 4 new vehicle laptop computers in order to meet the required specifications of the new CAD system. Tom presented the quotes for the Rugged laptops. He stated that after some investigation, it was found that the Dell Rugged Laptop is used by other area police departments, and is the best of the 3 quotes listed. Mike Baer asked how long it would be before the new laptops were in place. Chief McCombs stated that they will be up and running before the new CAD system starts in October. Jen Sikora motioned to approve the purchase of 4 new Dell Rugged laptops from CompuGig for a total cost of \$7,864. Mike Baer seconded the motion. Motion carried.

Tom Smith reviewed the draft EC/SF Regional Police Department Budget for 2019. He stated that the 4 vehicle laptops were removed from the 2019 budget, since they will be needed by

October 2018. The 2013 Dodge Charger will be traded-in for \$8,000 which will be used to purchase a 2018 unmarked Ford SUV from C. Harper Ford. Lee Dyer asked if the current equipment in the Dodge Charger would go with the car. Tom stated that yes the auto dealer wants the equipment. The current quote for the 2018 SUV is \$34,000 which includes the equipment that will need installed. The new SUV quote will bring the Police Vehicle Lease budget line down a bit from what was previously listed. The 2018 SUV would be leased now, and the first payment would be January 2019. Tom requested approval to authorize a 3 or 4-year lease for the 2018 Ford SUV at a total cost of \$34,000. Kim Armstrong said to go with 4-year lease. Jen Sikora made a motion to lease the 2018 SUV for 4 years at the lowest bid. Lee Dyer seconded the motion. Motion carried.

Tom Smith inquired if the Commission thinks we should add a Special Traffic line item to the budget for \$15K-\$20K to cover the cost of an officer to run the License Plate Reader (LPR) for 4 hours each day. Chief McCombs commented that other municipalities such as Cranberry and West Mifflin have an officer strictly dedicated to the LPR each day. Jen Sikora noted the biggest complaint we have in the community is speeding. Tom Smith said the final version of the 2019 Budget is ready. Mike Baer made a motion to place a legal ad in the Butler Eagle for the 2019 Budget. Dawn Servello seconded the motion. Motion carried.

Lee Dyer asked about the procedure for Butler County 911 regarding weather events. He requested the if there is a weather/road related situation that the officers contact 911 instead of contacting Evans City Public Works/Road Crew directly. Chief McCombs said that he would inform all the officers to contact 911.

Kim Armstrong made a motion to adjourn to an executive session at 5:55 p.m. Jen Sikora seconded the motion. Motion carried.

Kim Armstrong made a motion to adjourn the meeting at 6:12 pm. Jen Sikora seconded the motion. Motion carried.

Respectfully submitted,

Lori Brooks
ECSF Regional PD Secretary