



Evans City/Seven Fields Regional Police
Commission Meeting Minutes
January 31, 2022 @ 5:15 p.m. (Seven Fields)

Members Present Dean Galitsis, Cheri Deener-Kohan, Patty Tumminello-Murphy, Dean Zinkhann, Sandy Hein, Dawn Servello, Chief McCombs, Tom Smith, Regional Police Administrator, and via phone conference Matt Racunas, Solicitor.

Matt Racunas asked if the ECSF Regional Police Commission was ready to have nominations for chairperson. Regional Police Administrator Smith said he thinks they will hold off on it. Cheri Deener requested that she and Dean Galitsis be co-chairpersons since they are on the same page and any information would have to come through both of them. Dean Galitsis said he would love that, but they need to check the regulations to see if the commission can do that. He does not want to table it but investigate. Dean Galitsis requested that a motion be made to keep the same signatories so bills can be signed. The signatories are Dean Galitsis, Cheri Deener, and Dawn Servello. Solicitor Matt Racunas agreed doing this would allow the payment of bills and keep things moving. Dawn Servello seconded the motion. Motion carried.

Dean Galitsis made a motion to approve the November 22, 2021 meeting minutes as presented. Dawn Servello seconded the motion. Motion carried.

Dawn Servello made a motion to approve the January 24, 2022 meeting minutes as presented. Dean Galitsis seconded the motion. Motion carried.

Regional Police Administrator Smith presented the resignation of Officer Abigail Evans. Dawn Servello made a motion to accept the resignation of Officer Abigail Evans. Dean Galitsis seconded the motion. Motion carried.

Regional Police Administrator Smith presented the annual All-Traffic Speed Sign Maintenance Renewal for \$3,000. Dean Galitsis made a motion to approve the All-Traffic Speed Sign Renewal contract for 12 months at the cost of \$3,000/year. Dawn Servello seconded the motion. Motion carried.

Regional Police Administrator Smith requested approval to pay the annual WatchGuard Video 2022 maintenance and warranty invoice (\$2,557.40) for the in-car cameras. Dean Galitsis made a motion to pay the WatchGuard annual invoice at the cost of \$2,557.40. Patty Tumminello-Murphy seconded the motion. Motion carried.

Regional Police Administrator Smith presented the annual PlanIt Police subscription for \$995. Chief McCombs explained this software does our scheduling, fleet, court appearances, and tracks the officer's certifications. Dean Galitsis made a motion to approve the PlanIt Police subscription for \$995. Sandy Hein seconded the motion. Motion carried.

Regional Police Administrator Smith requested approval to pay the annual Plate Capture Solutions subscription. He explained it is slightly over the budgeted amount of \$2,800 at \$3,400. Cheri Deener asked Chief McCombs how the intersection cameras have helped. He stated it has helped solve numerous crimes. It is also tied into the county 911 system which can see the cameras live and tell us immediately when a car goes through an intersection. Dean Galitsis made a motion to

approve the Plate Capture subscription for \$3,400. Cheri Deener seconded the motion. Motion carried.

Regional Police Administrator Smith requested approval to pay the final payment (\$8,016.41) for the Ford 2018. Dawn Servello made a motion to pay the final payment for the Ford 2018 for \$8,016.41. Dean Galitsis seconded the motion. Motion carried.

Regional Police Administrator Smith requested approval of the payables (11/18/2021-1/21/2022). Cheri Deener made a motion to approve all outstanding bills except for the Management Professional Services payable to Seven Fields, especially the check printed on 1/7/2022 for December 2021 services, until we get some answers to the accounting of hours. Dean Galitsis responded that the professional services are contractual. He added that these invoices (Nov./Dec. 2021) were for a time period before January 24, 2022, when she requested Mr. Smith's timesheets. Regional Police Administrator Smith asked Mayor Galitsis what legal opinion was given by the Seven Fields Borough's solicitor. Mayor Galitsis said the solicitor said that it is a valid contract. Mr. Smith responded that he strongly suggests that Mayor Galitsis follows his solicitor's advice. Dean Galitsis ask Solicitor Matt Racunas for his opinion. Regional Police Administrator Smith responded, "but Mr. Racunas represents the Police Commission". Dean Galitsis said he understands but would also like to hear Matt Racunas' opinion. Matt Racunas recommended since the professional services agreement is signed by both parties, ECSF Regional Police Commission and the Borough of Seven Fields, it will remain valid until there is an attempt to nullify and someone determines that the contract is invalid. The agreement states the terminating party shall provide the other party thirty (30) days' written notice of the intent to terminate. Cheri Deener said they cannot find any ECSF Police Commission meeting minutes from 11/14/2015 which documented the vote that approved the Management Professional Services agreement signed on 11/17/2015. Matt Racunas added if he signed it at that November 2015 meeting it would have been bazaar if it had not been voted on. He assumes it was reviewed in an executive session, and when we came out of the session and voted, whoever took the notes did not indicate that vote in the meeting minutes. Cheri Deener asked if payment can be withheld. Mr. Racunas said yes, but you risk getting into litigation if you withhold payment on a contract. Dean Galitsis said we can review Regional Police Administrator Smith's February timesheet and add it to the next meeting agenda. Mr. Racunas said that these issues can be addressed at the next meeting in an executive session. Dean Zinkahnn seconded the motion to approve all outstanding bills except for the Management Professional Services payable to Seven Fields. Motion fails.

Regional Police Administrator Smith presented the 2021 audit cost from certified public accountants Hosack, Specht, Muetzel, and Wood in the amount of \$4,000. Sandy Hein made a motion to approve the 2021 audit proposal as presented at the cost of \$4,000. Dawn Servello seconded the motion. Motion carried.

Dean Galitsis made a motion to approve getting a debit card for the ECSF Regional Police Department. Patty Tumminello-Murphy expressed concerns about having a debit instead of a credit card which has more protection against fraud. Regional Police Administrator Smith said he will call Deb at First National Bank and have her address any concerns. The obtainment of a credit card versus a debit card will be tabled until the next meeting.

Regional Police Administrator Smith requested a motion to approve the Pension Plan Actuarial services by Thomas J. Anderson and Associates for 2021 in the amount of \$500. Dean Galitsis made a motion to approve 2021 Pension Plan Actuarial services for \$500. Dawn Servello seconded the motion. Motion carried.

Regional Police Administrator Smith requested approval of the payables (11/18/2021-1/21/2022). Dean Galitsis made a motion to approve the payables as presented with the commission reviewing Mr. Smith's February timesheet at the next meeting. Cheri Deener seconded the motion. Motion carried.

Regional Police Administrator Smith requested approval of the Memorandums of Understanding for the carryover of 2021 personal time for officers into 2022, due to short staffing. Corporal Longdon said the union is in agreement with the carryover. Patty-Tumminello-Murphy made a motion to approve the Memorandums of Understanding (Ofc. Podolec, Ofc. Rowlands, Chief McCombs). Dean Galitsis seconded the motion. Motion carried.

Regional Police Administrator Smith said no one signed up for public comments. Former ECSF Officer Abigail Evans who was in the audience requested to comment. Regional Police Administrator Smith she that she will need to email that request three days before a meeting.

The Evans City Seven Fields Calls for Service for November and December 2021 were reviewed by the Commission Members. Chief McCombs noted this is a slower time of year, but added in the past year many of our cases have been more serious which requires much more follow-up time by the officers. The cases can remain active for months while they move through the courts.

Former ECSF Regional Police Officer Abigail Evans requested an exit interview with all the members of the ECSF Regional Police Commission. Dawn Servello added Officer Evans is not a resident of Seven Fields or Evans City Borough. Dean Zinkhann stated that anyone is permitted in an executive session per Pennsylvania Code Title 4 Chapter 1, Pa code 1.45. Patty Tumminello-Murphy made a motion to go into Executive Session for Officer Evans' exit interview. Dean Zinkhann seconded the motion. Cheri Deener was in favor. Dawn Servello, Dean Galitsis, and Sandy Hein opposed. Motion fails. Solicitor Racunas recommended that an email could be sent to set up the exit interview and then have it at a later date when the commission can agree on who should be there. Dean Galitsis disagrees with an executive session at this time because Officer Evans should have a chance to be represented by her legal counsel since the commission has their solicitor present. ECSF Regional Police Administrator Smith left the meeting to locate a copy of the policy for employee exit Interviews.

Dean Galitsis made a motion to adjourn at 6:25 pm. Dawn Servello and Sandy Hein were in favor. Cheri Deener, Dean Zinkhann, Patty Tumminello-Murphy opposed. Motion fails. At 6:32 pm Dawn Servello, Dean Galitsis, and Sandy Hein exited the meeting room.

Respectfully submitted,

Lori Brooks
ECSF Regional PD Secretary