



Evans City/Seven Fields Regional Police
Meeting Minutes

September 9, 2019 @ 5:15 p.m. (Seven Fields)

Members Present: Dawn Servello, Lee Dyer, Michael Baer, Dean Galitsis, Chief McCombs, Tom Smith, Regional Police Administrator, and via phone conference call Kim Armstrong and Matt Racunas, Solicitor. It was noted by Regional Police Administrator Smith that Dean Zinkhann could not be in attendance because of having to attend a funeral.

Kim Armstrong made a motion to approve the June 24, 2019 meeting minutes as presented. Dean Galitsis seconded the motion. Motion carried.

Michael Baer made a motion to approve the payables (6/21-8/23/2019) as presented at this meeting. Lee Dyer seconded the motion. Motion carried.

The Evans City Seven Fields Calls for Service for June, July, and August 2019 were reviewed by the Commission Members. Kim Armstrong noticed that Evans City had fewer calls than Seven Fields. Chief McCombs stated that there have been several major cases in Evans City that have kept the officers tied up with investigations and report writing while in Evans City. Also, the state road in Evans City was recently repaved and the speed lines still need re-painted. Lee Dyer told Chief McCombs to let him know where the speed lines need to go and he will have them re-painted.

Regional Police Administrator Smith presented the results and invoice (\$4,100) from the 2018 External Audit. He noted that there were only comments from the Auditor and no findings. He stated that comments regarding payroll, pay rates, and magistrate revenue have been addressed and the department has controls in place. Dean Galitsis made a motion to pay the 2018 external audit invoice from Hosack, Specht, Muetzel, and Wood Accountants in the amount of \$4,100. Michael Baer seconded the motion. Motion carried.

Regional Police Administrator Smith reviewed the ECSF Police Department's 2nd quarter Budget Analysis. He stated that the revenue from the Extra Police Services was generated from the water main break in Evans City in February and annual summer events in Seven Fields. Overall, Regional Police Administrator Smith said the budget is exactly on point and is satisfied with the budget expenses being 48.7% of what was projected.

Regional Police Administrator Smith presented the 2020 Apportionment Formula. He explained that the Charter Agreement requires that the allocation of police service costs for each borough be recalculated based on population. Based on census projections of population numbers from July 2018, the 2020 ECSF Police Services costs for Evans City Borough will be 38.5% and Seven Fields Borough will be 61.5% of the total ECSF Regional Police Department budget.

Regional Police Administrator Smith reviewed the proposed ECSF Police Department 2020 Budget. He explained salary increases will be 3.5%, and there is a new salary line item for new hires to cover the 320 hours required for field training. It is requested that 2 desk top computers be replaced. It was decided the police department will keep the 2014 Ford SUV for one more year instead of leasing a new vehicle. The budget for Training will remain at \$12,000. Overall, the budget will increase by a little under 4%. Regional Police Administrator Smith requested authorization to place a legal ad so that each municipality would have access to the 2020

proposed budget information. Kim Armstrong made a motion to run the legal ad for the ECSF Regional Police Department 2020 budget. Mike Baer seconded the motion. Motion carried.

Regional Police Administrator Smith requested approval to use funds from the Capital Reserve fund to enter into a service agreement with Plate Capture Solutions. The cost is \$2,500 per year. Chief McCombs explained Plate Capture is a cutting-edge program that allows the ECSF Police Department to have unlimited access to video from fixed intersection cameras. The system catches data that helps identify suspects and can find a car with just a description of a bumper sticker. He explained that this week the ECSF Police Department will be filing charges in a case in which data obtained by the Plate Capture system was used. Chief McCombs explained that approximately 50K vehicles drive through our municipalities each day. The next step would be adding a camera at one intersection both in Evans City and in Seven Fields. Chief McCombs explained the cost to add 2 intersection cameras would total \$10K per camera/intersection. Regional Police Administrator Smith requested to earmark \$20K from the Capital Reserve to cover the cost of the 2 intersection cameras and added that the District Attorney said he would grant 50% (\$10K) of the funds to help cover the cost. Dawn Servello made a motion to enter into an annual user agreement and to pay the invoice with Plate Capture Solutions at the cost of \$2,500 to be paid from the Capital Reserve fund. Mike Baer seconded the motion. Motion carried.

Regional Police Administrator Smith requested approval to pay the Metro Alert Annual Maintenance invoice. Chief McCombs explained this is the department's records management service. Dawn Servello made a motion to pay the Metro Alert invoice in the amount of \$2,077. Lee Dyer seconded the motion. Motion carried.

Regional Police Administrator Smith presented ECSF Regional Police Pension 2020 Minimum Municipal Obligation and anticipated State Aid. He explained the 2020 MMO will be \$53,578 with anticipated State Aid of \$46,843 and these items have been included in the ECSF Regional Police 2020 Budget. Dawn Servello made a motion to earmark MMO funds in the 2020 ECSF Regional Police Department Budget for the pension in the amount of \$53,578. Kim Armstrong seconded the motion. Motion passed.

Regional Police Administrator Smith requested approval to enter into an agreement with Seneca Valley School District for the school years 2019-2022. The agreement will cover the police costs, paid at an hourly rate, at the Evans City Elementary school from now until it's anticipated closing date. Dawn Servello made a motion to approve of the agreement with Seneca Valley School District for 2019 - 2022. Lee Dyer seconded the motion. Motion passed.

Regional Police Administrator Smith stated that the next ECSF Police Commission will be in October 2019 and we will plan on approving at 2020 ECSF Police Department Budget at that time.

Dawn Servello made a motion to adjourn the meeting at 5:50 pm. Michael Baer seconded the motion. Motion carried.

Respectfully submitted,

Lori Brooks
ECSF Regional PD Secretary