

BEAVER VALLEY REGIONAL POLICE DEPARTMENT
MANAGING COMMISSION
REGULAR MEETING – THURSDAY, DECEMBER 14TH, 2023

1. **Call to Order, Pledge of Allegiance** – Meeting called to order by Chairman Scott Levenson
2. **Roll Call** – Mike Lucci, Kevin Horan, Dawn Singleton, Judi Montell, Debbie Rose, Michael Stuban, Scott Levenson
3. **Meeting Minutes – August 10th, 24th, September 14th, 28th, October 12th and November 9th**

Presented but will approve at next meeting.

4. **Administrators Report**

Elaine Rakovan stated that the to date budget has been distributed to the commission. Total expenses for November were \$50,320.35. Payroll expense were \$123,361.21. After a few more deposits that need to be done total bank balance will be over \$280,600.

5. **Chief's Report**

Chief Johnston went over his police report.

Calls for service: 433

Criminal arrests: 17

Non-Traffic arrests: 10

Traffic citations: 59

Chief Johnston stated that there was an armed robbery at the Marathon gas station in Rochester Township. Individual has been prosecuted and is in jail.

There was also a child sexual assault in Rochester Township. The individual has been prosecuted and is in jail.

Lieutenant Shillingburg attended 2 training seminars. One was for casting a digital footprint and the other was for interview techniques.

All the evidence has been removed from Rochester Township and the Baden Police Department. Paper files still need to be removed from both locations.

All of the computers have been updated. The Baden and Rochester Township substation are operational.

Officers Kelly and Howard attended the Light Up Night in Freedom.

Officer Reese and Sgt. Priolo attended the Community Christmas Carol and Light Up Night at Rochester School.

Officers Reese and Howard attend a Christmas Bulb and Cookie Decorating event in Freedom.

Officers McQuiston, Stitt and Dobson attended an Active Shooter training hosted by the Beaver County Emergency Services at the Rochester School.

Scott Levenson commended the outstanding community service. He noted that our website has gotten over 15,500 hits.

6. Solicitor's Report

Nothing to address at this time.

7. Review "To Do" List

a. Grants

No update

b. County Grant

No update

c. Grant Writer

Michael Stuban stated that he looked into who Ambridge uses as a grant writer and their services do not work for the police.

d. Pension

Elaine Rakovan stated that the pension attorney is writing up a document for the three officers to sign. Once completed the Rochester Township Pension company will be notified to start their actuary process. The Joinder Agreement / Resolution will also need to be signed by the regional. If any of the officers want to have a zoom meeting regarding the pension the representative is more than happy to set one up.

e. Administrator & Clerical Position

Elaine Rakovan stated that we should wait until after the audit and look into this matter at a later date.

f. Computer / Network

Being worked on.

Chief Johnston state they do not like the current copy machine that they have. Elaine Rakovan stated that currently the regional is being billed for overage prints. The original contract was set up by the Conway secretary and the contract is until 2028. Elaine will call the copier company.

g. Bodycams

Chief Johnston stated that they are starting training for the bodycams.

h. Vests

Lt. Shillingburg stated that they are working on a list of the vest ages.

i. SRO

Class Academy - Scott Levenson stated that Class Academy wants an SRO. They agreed to the modified contract. They want to meet one more time before moving forward. The agreement covers the \$10,000 deposit and monthly payments having to be paid on time. The agreement goes through the 2027 / 2028 school year.

MOTION by Debbie Rose, second by Mike Lucci to sign the agreement for Class Academy and hire another officer upon Class Academy signing the agreement.

Discussion took place regarding hiring from the previous list and if needed advertise. Applications will need to be in by January 11th.

j. MACH Licenses

Officer Stitt stated that original we were approved for 8 licenses. Now that the regional has grown and the vehicles all have computers we need 2 more licenses. The cost is \$450 per license per computer. This is an annual cost.

MOTION by Michael Stuban, second by Debbie Rose to purchase two more licenses for the MACH System.

k. Evidence Room

Still being cleaned up and organized.

I. MOU with Schools in the Region

Will need to have one written up for Class Academy

m. Policy Updates

Ride Along, New Hire and Traffic Camera police have no update.

n. Gym

The room and hallway needs cleared. (Conway issue) The equipment is already in and ready to be delivered. Chief Johnston stated that he told them it could be delivered in January.

o. Lockers

No update

p. Parking

No update

q. Building Sign

Debbie Rose stated that she is working on the lighting for the building sign.

r. Bargaining Unit MOU

Being worked on

s. New Vehicles

Schott Levenson stated that he included the pricing in the packets. We budgeted \$30,000 for new vehicles in 2024.

MOTION by Michael Stuban, second by Judi Montell to purchase/lease two Durango's.

t. Firearms

Chief Johnston stated that they still have to sell a few guns that they just updated.

u. Holiday Party

Debbie Rose stated that she has the caterer (J&J Catering), ordered the cakes and she will go in the night before to decorate. She will bring everything that needs to be

set up. If anyone wants to bring a food item, she recommended bringing a dessert. The party will start at noon.

Scott Levenson stated that he ordered a couple of plaques for District Attorney Lozier and Andy Gall for helping with the regionalization. He will present them at the party.

v. Right To Know Policy

Chief Johnston is getting a lot of Right To Know requests. He got a sample of a policy from Beaver Falls Police Department that he would like to use.

w. Emergency Plans

Scott Levenson stated that each municipality needs to make sure that their Emergency Response Plan is updated to reflect the BVRPD as the police department. The Regional also needs to have plan in place for emergencies. Discussion took place regarding having an Emergency Management Coordinator for the regional. Solicitor Mitchell was asked if he could find some information out regarding this matter.

8. Old Business

Mr. Stuban stated that New Brighton Police are looking into consolidation with Pulaski, Daugherty and Fallston.

9. New Business

K-9 Fund - Mr. Levenson stated that this is not to buy a K-9. It is to start a checking account, do some fund raising for a possible future K-9 officer. The owner of Hank's would like to make a donation, and there are some county funds with limitations that are eligible for K-9 funding. The dog would be a non-biting dog used for searching and drugs. Michael Stuban had concerns with the upkeep of the animal. Discussion followed. The total base cost is \$18,000 for a dog and vehicle modification.

MOTION by Debbie Rose, second by Judi Montell to set up a K-9 Fund.

Jan 2, 224 Municipal Reorganization Meetings – Scott Levenson reminded the commission that they need to appoint members to the BVRPD and send the list on municipal letterhead to the regional by January 11th.

10. Public Comment – None

11. Executive Session for Personnel

MOTION by Michael Stuban, second by Mike Lucci to go into executive session over legal issues and personnel at 7:03 PM.

MOTION by Michael Stuban, second by Mike Lucci to return to session at 7:29 PM

12. Adjournment

Motion to adjourn by Debbie Rose, second by Dawn Singleton at 7:39 PM.

Respectfully Submitted By,

Elaine K. Rakovan

Administrator

NEXT MEETING – Thursday, January 11th at 6PM at Conway Municipal Building.