

# Beaver Valley Regional Police Department

Thursday

01/09/2025

6:00 PM

## 1. Call to Order, Pledge of Allegiance, Roll Call

- The meeting was called to order at 6:00 PM by Mr. Scott Levenson, Chairman of BVRPD, followed by the pledge of allegiance.

## 2. Roll Call

<b>Baden</b>	<b>Freedom</b>	<b>Conway</b>	<b>Rochester</b>
Andy Gall	Kim Farrow	Scott Levenson	Paul Abbot
Becky Gallagher	Jeremy Valles	Debbie Giska-Rose	Steven Anthony
Dawn Singleton			

Also Present: Tori Forster (Administrative Assistant), David Mitchell (Solicitor), Chief Michael Priolo

Audience: Mark Hertneky and Lieutenant Shillingburg

## 3. Reorganization – Nominations + Election of Commission Chair, Vice-Chair, Secretary, Treasurer

- Chairman
  - Scott Levenson nominated for Chairman by Kim Farrow
  - Andy Gall nominated for Chairman by Becky Gallagher and seconded by Dawn Singleton (Andy Declined)
- Vice- Chairman
  - Paul Abbot nominated for Vice Chairman by Kim Farrow and seconded by Jeremy Valles
- Secretary
  - Debbie Giska-Rose nominated by Kim Farrow and seconded by Andy Gall
- Treasurer
  - Kim Farrow nominated by Debbie Giska-Rose and seconded by Steven Anthony
- Chairman- Scott Levenson**
- Vice- Chairman- Paul Abbot**
- Secretary- Debbie Giska-Rose**
- Treasurer- Kim Farrow**
- Administrative Committee
  - One representative from each town to help the transition run smoothly
    - Andy Gall
    - Kim Farrow

3. Paul Abbot
4. Debbie Giska-Rose

#### 4. Public Comment

#### 5. Minutes

- Outstanding- 10.10.2024, 11.14.2024
- **Motion** to approve December's Meeting Minutes that are attached in the packet
  1. Dawn Singleton
  2. Andy GallAll in favor

#### 6. Administrative Assistant's Report

- **Motion** to add Mike, Tori, Kim, and Paul to Drug Fund account
  1. Kim Farrow
  2. Jeremy VallesAll in favor
- **Motion** to add Kim Farrow and Paul Abbot to bank accounts
  1. Debbie Giska-Rose
  2. Jeremy VallesAll in favor
- New Signature cards will need to be made up at FNB
- Mike and Tori will also need added to the bank accounts
- Scott will send an updated list of commission members out to everyone
- Financial Documents Review
- Approve bills as presented
- Class Academy
  - Paid Decembers late bill

#### 7. Chief's Report

- Monthly Call Report
  - Please see website to view the monthly call report, <https://bvrpd-pa.gov/monthly-crime-statistics>
- Officer Dunmyer is in k9 school
- Accepting applications for full-time employee
- Officer Harris started January 2<sup>nd</sup>
- Listed the old expedition on Municibid for \$6,500.00
- MgSoft is looking into Comcast phone billing issue
  - Conway Boro is getting billed for our phone bill
- Lt. Shillingburg asked if we could do a ride along
  - 4-hour window
  - All safety precautions will be taken
  - Waiver will be created
  - All agreed

## **8. Solicitor's Report**

- 501c3- up to date

## **9. Review Department "To Do" List**

- Anticipated/Possible Motions (all of the below)
  - Item #5- New Vehicles
    1. Sell Old Vehicle- 2011 Expedition re-listed on Municibid after 1.1.2025
- Sold 2014 explorer
- Waiting on Hope Learning Center to sign lease agreement
- Rochester School is voting on bringing on an officer as an SRO

## **10. Old Business**

- Rochester Twp. – New Fuel system
  - Needs updated
  - Looking into getting our own fuel tank through Reed, meetings will be set up

## **11. Correspondence**

## **12. New Business**

- Payroll
  - Work on less overtime, or overtime approval
  - Needs to be revamped, looking into if ADP tracks time off or QuickBooks Payroll
  - Debbie Giska-Rose may start approving payroll before it is submitted
- **Motion** to approve changing payroll to be able to track time off, vacation time, etc.. as long as it doesn't exceed \$2,000.00
  1. Paul Abbot
  2. Steven Anthony

**All in favor**

## **13. Executive Session**

- **Motion** to enter Executive session was made at
  1. Dawn Singleton
  2. Kim Farrow

**All in Favor**
- **Personnel**
  - Admin Asst. Training + New Officer
- **Motion** to eliminate part-timers except for Officer Lococo
  1. Debbie Giska-Rose
  2. Kim Farrow

**All in favor**
- **Motion** to have Boro secretaries train new Admin Assistant (Tori) for \$25 an hour but not to exceed 10 weeks
  1. Debbie Giska-Rose
  2. Kim Farrow

**All in favor**

- **Motion** to end Executive Session was made at 7:43pm

**1. Steven Anthony**

**2. Kim Farrow**

**All in favor**

**14. Adjournment**

- **Motion** to Adjourn meeting was made at 6:46pm

**1. Debbie Giska-Rose**

**2. Dawn Singleton**

**All in favor**

**\*\* NEXT MEETING- THURSDAY, February 13, 2025 AT 6:00PM AT CONWAY MUNICIPAL BUILDING \*\***