

**BEAVER VALLEY REGIONAL POLICE DEPARTMENT
MANAGING COMMISSION
REGULAR MEETING
MAY 11, 2023**

Commission Chairman Scott Levenson called the meeting to at 6:00 p.m. in Council Chambers of the Conway Borough Building, 801 1st Avenue, Conway PA.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

PRESENT: Freedom Borough representative Eric Climo & Nadine Padezanin; Conway Borough representatives Tim Antoline (sitting in for Debbie Rose) & Scott Levenson; Baden Borough representatives Michael Stuban, Dawn Singleton (sitting in for Judi Montell) & John Shelkons

ALSO PRESENT: Beaver County District Attorney David Lozier, Beaver County Detective Andrew Gall, Conway Police Chief Adam Johnson, Conway Police Officer Mike Priolo, Baden Police Officers Derek Shipley and Chris Stitt, Conway Councilmembers Patty Then

3. MINUTES

MOTION by Dawn Singleton, second by Nadine Padezanin to approve the minutes from April 13, 2023 Workshop Meeting. Motion carried.

PUBLIC COMMENT

- None

4. Review “To Do” List

a. PSAB Membership / Unemployment Compensation

Since Baden, Conway and Freedom are already members of the PSAB there is no membership fee for the regional.

MOTION by Tim Antoline, second by Eric Climo to execute and sign the PSAB Unemployment Compensation Plan Agreement. Motion carried.

- b. Shelving/Filing Cabinets have been picked up from Freedom Borough
- c. Meet and Greet Update. June 3rd 1:00PM. Invite media, county officials for the swearing in of the officers by the three mayors. The open house will take place sometime in July.
- d. Grants – The 911 Center is having a grant writing workshop. Michael Stuban and Elaine Rakovan looked at doing one grant, but the application was too involved for the short time frame to the deadline.
- e. Building Sign – Scott Levenson stated that Debbie Rose is working on the signs.
- f. School Resource Officer – Discussion took place regarding the rate to charge the schools. Scott Levenson stated that he did calculations based upon salary, benefits, insurance and taxes. He then prorated the cost to the school year. He came up with an approximate cost of \$78.50 as a starting point for review and discussion.
- g. Freedom School SRO – Michael Stuban stated that the school district solicitor did call him and said that the ball has been dropped so many times and that the last time they thought they reached an agreement with Conway and that Conway said no and since then no one has followed up on anything. Michael Stuban would like permission to set up a meeting the superintendent and continue discussions. Discussion took place to have the commissioners and well as Lozier and any other officials to meet with the school district.
- h. Mutual Aid Agreement with County - New agreements will need to be signed.
- i. Vehicle Maintenance – Eric Climo is working on getting prices. He felt that no one could meet the tire prices like Good Year. As for general vehicle maintenance he will get pricing.
- j. Car Wash – Crown Car Wash gave a price of \$1,000 for 11 vehicles for the balance of the year. Discussion took place regarding negotiating the price for the new year. Pricing for detailing vehicles is still needed.

MOTION by Michael Stuban, second by Dawn Singleton to accept the Crown Car Wash price of \$1,000 for the balance of 2023. Motion carried.

- k. Vehicle Computers – waiting on the county

l. Website / Email – Website and Facebook is up and running. Email is being worked on.

m. Police Applications

There are 6 applications for full time positions. Deadline is May 16th, testing May 17th.

There are 10 part time applications, 3 are interested in the full time position

Riley Anderson

Thomas Lococo

Anthony Clay

Douglas Edgell

Matthew Piccinini

Justin Rapko

Giovanni Trello

Richard Lockhart (testing for full time position)

Scott Broge (testing for full time position)

Celina Kelly (testing for full time position)

Chief Johnston stated that the full time testing will take next Wednesday at 9AM. The physical agility test will be first, followed by the written test and then interviews.

n. ORI Number – Officer Shipley stated that he working on completing the process.

o. Vehicle Stripping – Chief Johnston stated that the cars are getting done in a timely manner. Eric Climo stated that he feels they should all be done by the 24th of May.

p. Policy Manual - Chief Johnston stated that they took Baden's policy and updated it with the camera policy and they used the county pursuit policy. There are about 10 more that will be updated in the future as new and better policies are presented. Use of deadly force will be the next policy to be added (updated). A copy will be mailed to the commission members for review and discussion at the next meeting.

q. Ticket books (forms) – Discussion took place getting uniform forms for all the municipalities. This is something that needs to be looked into. Discussion also took place regarding who gets the fines (Municipality or Regional). The solicitor will be asked this question. Michael Stuban thought that if it was a borough

violation then the money stays with the borough. For example, overweight trucks on a borough road is thousands of dollars in fines.

5. New Business

Administrator Report

Tax ID Numbers

- Federal ID Number – Affirmation letter of Tax Exemption is being mailed by the IRS.
- State ID Number – Business Use and Employer Number are Complete
- Unemployment Compensation – Waiting on confirmation via regular mail

Bank Accounts

- Finalizing information and signature setup. ***Will need money to deposit into each account to get them open.*** I will close out Baden's Drug Investigation Account and use that to open the regional drug account. Baden's May payment will be divided between the General and Payroll to open the accounts.

SAMS Number

- Once the bank accounts and tax information is finalized submission for SAMS number will be done.

ADP

- Work in process. Need some of the missing tax information to move it forward.

QuickBooks

- MGSoftNet is downloading QuickBooks onto a laptop. The budget and bank accounts will be setup using the DCED approved accounting practices.

6. Public Comment

7. Executive Session – Personnel – PT Officers

MOTION by Michael Stuban, second by Eric Climo to go into executive session regarding personnel at 6:54 PM. Motion carried.

Before going into executive session Chief Johnston asked Baden if they would be willing to part with the lockers in the police station. It was explained that the lockers are bolted to the floor and the new flooring was installed last year and cut around the locker base.

Chief Johnston also commented that the parking situation needs to be looked at because when the regional goes operational there is going to be more personal and police vehicles taking up parking spots. The safety concern with the playground was also addressed.

MOTION by Nadine Padezanin, second by Eric Climo to return to session at 7:20PM. Motion carried.

MOTION by Michael Stuban, second by Dawn Singleton to hire the 10 applicants and Joe Deluca (for a total of 11) as part time police officers. Motion carried.

MOTION by Michael Stuban, second by Dawn Singleton to purchase one shirt for each part time officer.

8. Adjournment

MOTION by Dawn Singleton, second by Nadine Padezanin to adjourn the meeting at 7:22 PM. Motion carried.

NEXT MEETING – Thursday, May 25th 2023 - 6PM at Conway Municipal Building

Respectfully submitted for approval,

Elaine K. Rakovan, Administrator
June 22, 2023