

BEAVER VALLEY REGIONAL POLICE DEPARTMENT
MANAGING COMMISSION
REGULAR MEETING – THURSDAY, AUGUST 24, 2023

1. **Call to Order, Pledge of Allegiance** – Meeting called to order by Chairman Scott Levenson
2. **Roll Call** – Eric Climo, Mike Lucci, Mike Mamone, Dawn Singleton, Nadine Padezanin, Debbie Rose, John Shelkons, and Scott Levenson
3. **Meeting Minutes – July 27th minutes**

Motion by Debbie Rose, second by Nadine Padezanin approve the minutes of July 27th minutes.

4. **Administrators Report**

A packet was given to each commissioner that included a budget and fuel report. Current invoices for this meeting total \$4,828.93.

Elaine Rakovan stated that we finally received the CAGE number that is needed for grant applications. She is currently waiting on an identity number from the state.

Elaine Rakovan noted that two of the three employee packets were received back from the Rochester Township officers. She should be getting the third packet tomorrow at which time she will put all of the benefit paperwork through for processing. She noted that the Rochester Township pension will need to have a solicitor involved.

Elaine Rakovan stated that she did submit the financials to the county for funding the day after the budget meeting.

5. **Chief's Report**

Nothing to report.

6. **Review "To Do" List**

- a. **Grants** – Scott Levenson stated that an application for \$50,000 was submitted to the county last week. He hopes to hear from the county this week. The PCCD Grant is being worked on by Elaine Rakovan and Michael Stuban.
- b. **Grant Writer** – Discussion regarding the benefits of hiring a grant writer.

c. Pension

Elaine Rakovan noted that state aid for the current year is calculated from the employee headcount from two years ago. For 2023 each municipality will pay their current pension as they normally would. For 2024 each municipality is still responsible for the pension of the officers that they had on payroll prior to regionalizing. So, each municipality will turnover the state aid they receive for the police as well as pay the balance owed for their officer to the regional. Since the borough's both fall under ACT 600 the transition will be easy. The solicitor is needed for Rochester Townships pension transition. The Beaver Valley Regional Police pension will start up on January 1, 2024.start up on January 1, 2024.

d. Rochester Township Vehicle Wraps

Chief Johnston reported that the cars will start to be wrapped this week.

e. Title Transfers

Elaine Rakovan will take care of the title transfers through Kim's Notary.

f. Computers

No update

g. Firearms

Chief Johnston stated that we bought 4 guns, and he is going to talk with Rochester Township to see if they can cancel their current gun order so that they may purchase the gun that the regional uses.

h. Body and Car Cameras

Chief Johnston stated that they have 12 body cams, but they may need to get a few more. If more cameras are needed, the chief noted that we may be able to use the money from the county to pay for them and the accessories needed.

i. Vests

Everyone has one. Looking for grant funding to assist with purchase of new vests as needed. Rochester Township noted that three of their vests are due to expire in November.

j. Parking Ticket Books

The books have been ordered.

k. Rochester School District

Chief Johnston stated that they did make an agreement with the school district for football games. It will be \$200 per game. Rochester Borough and the Rochester School District officer will cover the games. So, there will be three officers at the football games. This agreement needs to be put in writing. Chief Johnston also noted that the Rochester RAMS will also need police coverage and he is planning to charge the same amount.

l. Evidence Room

The desk has been moved into the room. Still need lights and a computer.

m. Audit

The cost for Mark Turnley CPA to do the annual audit would be \$3,000.

n. Ride Along Policy

A written policy is still needed.

o. BVRPD Signs on/in Building

Debbie Rose stated that she is getting a quote for white block letters that says Beaver Valley Regional Police Department and change the decal on the door. Where it currently says Conway Police. She asked that he take down Conway and center the work police above the door. When she gets the quote, she will email it to everyone.

p. Parking

Chief Johnston stated that the parking situation is a Conway Borough issue. With the number of police vehicles and officers there is going to be a problem. An officer almost hit a kid in the parking lot. Thankfully we had it on video. The parking lot should not be a playground with bikes, scooters and big wheels. Discussion followed. Chief Johnston recommended signs that say no bikes..., playing in the parking lot.

q. Rochester Township

Discussion took place regarding the calculation of benefit time off and what date will be used for the calculation of time off.

Crossing Guard is to call the Chief or dispatch if they are unable to cross the school children.

Rochester Township has a Verizon cell phone. Discussion took place regarding the use of cell phones and having the supervisor carry the regional cell phone.

Discussion took place on tracking the police fuel charges. There will be a receipt book and the township will bill the regional.

7. New Business

Budget

Scott Levenson went over the budget and asked if anyone had questions or comments. The budget will need to go before the municipalities for approval.

Motion by Debbie Rose, second by Eric Climo to approve the budget and submit to the municipalities for approval.

Rochester Township

Melissa from Rochester Township had questions regarding calculation of time off benefit. Sgt. Shipley stated that he will need to get all the benefit carryover. He will also talk to the Rochester Township employees regarding their carryover hours.

8. Public Comment

Nadine Padezanin stated that the Freedom Fall Fest is September 23rd. She wanted confirmation that there will be BVRPD presence.

9. Executive Session

Motion by Michael Stuban, second by Debbie Rose to go into executive session regarding legal issues at 7:15 PM.

Motion by Debbie Rose, second by Nadine Padezanin to return to session at 8:21PM.

10. Adjournment

Motion to adjourn by Debbie Rose, second by Nadine Padezanin at 8:22 PM.

NEXT MEETING – Thursday, September 14th, 2023, at 6PM at Conway Municipal Building.

Respectfully Submitted for Approval,

Elaine K. Rakovan