

Beaver Valley Regional Police Department Meeting

801 First Avenue, Conway, PA 15027

September 14, 2023

Notes taken by Mayor Debbie Giska Rose

Meeting of the Beaver Valley Regional Police Department Managing Commission was held on Thursday, September 14, 2023 at the Conway Boro Building located at 801 First Avenue, Conway, PA 15027.

PLEDGE OF ALLEGIANCE

ROLL CALL: The following members present: Mayor Debbie Giska Rose, Conway Council member Scott Levenson, Freedom Mayor Nadine Padezanin, Freedom Council member Eric Climo, alternate Baden Council Dawn Singleton (alternate for Mike Stuban, Judi Montell or John Shelkons), Rochester Township Council Member Mike Lucci

Absent: Baden Council member Mike Stuban, Baden Mayor Judi Montell, Baden Council John Shelkons, Rochester Township Council Member Mike Mammone

MEETING MINUTES: August 10, 2024 & August 24, 2024

ADMINISTRATIVE REPORT: Nothing to Report

CHIEF REPORT – delivered by Chief Adam Johnston

- Meeting with Rochester High School – coverage football game – 3 officers, \$200 a game, and Resource Officer
- Meeting with Rochester Little Rams Organization – 2 officers - \$100.00 a game
- Police Vehicles - \$12,700 Municipal Bid – Sold all three (3)
- Lettering on new vehicles – Done
- Guns – added 8 Glocks to inventory
- Mandated Fire Arms/Taser Training completed by all officers
- Chief Johnston read Call Reports – changed to monthly vs meeting dates
- Baden Legion Thanks BVRPD

DISCUSSION / MOTION to Hire new Full Time Officer

- Discussion – 3 top solid candidates presented, interviewed, top candidate – Balimont – ESU, 10 year Marine

Motion to hire/make offer to Derrick Balimont. If Balimont does not accept, will go to candidate two

Debbie Rose Made Motion / 2nd by Eric Climo – Unanimous Vote

OLD BUSINESS:

- 2024 Budget and BDRPD Resolution admitting Rochester township to the Regional Agreement to Municipalities after August 24, 2024 meeting for Ratification.
 - Rochester Township, Conway (attached), Freedom and Baden (adding to agenda this week)
 - All town secretaries to send Ratification to Scott Levenson asap
 - Rochester Township letter from Board voting to approve budget 2024 (attached)
- Police Vehicle Discussion – Black Explorer needs a transmission – discussion to invest \$1,500 for new transmission and install costs and fix, or potentially sell and get \$3,500 to \$4,000. Also, potential for used transmission warranty only 90 days roughly cost \$750.00 and install \$2,000. Further information and costs needed
- Grant PCCD - \$150,000 submitted Elaine (Secretary completed), looked good, detailed. Letters from Senator Vogel, State Representative Rob Matzie and three Commissioners – provided recommendation letters. Thank you Elaine
- County Grant/Money - Submitted 3 -4 weeks ago, supposed to get a check – directed to talk to Nicole Long – questions, Scott Levenson and Chief Adam Johnston tried - Did speak with Commissioners with questions. Chief Johnston will call Commissioner’s and schedule a time for meeting

REVIEW TO DO LIST – updates are written on To Do List (attached)

- Motion to approve small signs (attached) – for Police Doors – \$459 for Police on top of door and lettering for door \$129.00 – Not to exceed \$650.00

Motion to approve two signs by Eric Climo, 2nd by Mike Lucci – Unanimous Vote

- Patch Sign for the Police Department – Eric Climo will speak with the sign guy and get updated quotes vs block lettering which was approximately \$8,000.

NEW BUSINESS – nothing reported

PUBLIC COMMENT – nothing

EXECUTIVE SESSION – nothing

ADJOURN

Motion to adjourn Dawn Singleton, 2nd Mike Lucci – Unanimous Vote

Next Meeting will be Thursday, September 28, 2024 – Thursday @Conway

*Advertise under websites



AGENDA
BEAVER VALLEY REGIONAL POLICE DEPARTMENT
MANAGING COMMISSION

Regular Meeting - Thursday, September 14, 2023

1. Call to Order, Pledge of Allegiance
2. Roll Call - Secretary
3. Meeting minutes - 8.10 + 8.24
4. Administrator's Report
5. Chief's Report
6. Discuss / Motion to Hire new FT Officer
7. Old Business
 - a. 2024 Budget and BVRPD Resolution admitting Rochester Township to the Regional Agreement submitted to Municipalities after 8.24 meeting for Ratification.
8. Review "To Do" List
9. New Business
10. Public Comment
11. Executive Session - Legal Issue
12. Adjourn

*****NEXT MEETING = Thursday, September 28, 2023 at 6p at Conway Municipal Building***

BOROUGH OF CONWAY

801 First Avenue
Conway, PA 15027-1598

Phone: (724) 869-5550 / Fax: (724) 869-9959

September 13, 2023

Beaver Valley Regional Police Department
803 First Avenue
Conway, PA 15027

To Whom It May Concern:

This letter is to address the topics of the Beaver Valley Regional Police Department (BVRPD) Resolution No. 23-06 Admitting Rochester Township to the BVRPD and the BVRPD 2024 Budget that were presented to the Conway Borough Council at the regular scheduled meeting of September 6, 2023, for review and consideration.

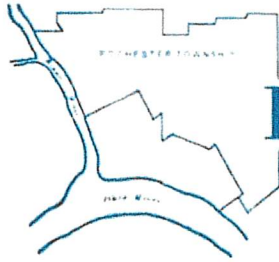
After some review and discussion, Resolution No. 23-06 and the BVRPD 2024 Budget were unanimously approved and ratified by all members of Council present. Please feel free to contact me with any questions or concerns you may have regarding this matter.

Sincerely,



Margie Nelko
Conway Borough Secretary/Treasurer

cc: Conway Borough Council
Conway Borough Mayor



Board of Commissioners Township of Rochester

September 12, 2023

Beaver Valley Regional Police Department
801 First Avenue
Conway, PA 15027

To: Beaver Valley Regional Police Commission

The Rochester Township Board of Commissioners voted to approve the 2024 Beaver Valley Regional Police Department's Budget at their September 7, 2023 meeting. Please contact me if you need any other information.

Sincerely,

Melissa Carpenter
Township Secretary

BVRPD - TO DO List

#	Item Description	Item Detail	Category / Committee	Priority	Notes	Status
1	Contact + Discuss other municipalities joining the BVRPD	Placeholder	zChair + Vice-Chair	1	E. Rochester closer to EOY Others - TBD	In Progress
2	Grants - \$150K Start Up	<p>PCCD Grant - prep application for when it opens, expected June '23</p> <p>DA Lozier - sent letter to state reps/sen asking for help getting it open and/or funding it through a legislative grant</p>	Finance + Administration	2	<p>Matzie - Kevin Bowser 724.266.7774 412.565.3569 kbowser@pathhouse.net</p> <p>Vogel - Josh Konecheck jkonecheck@pasen.gov</p> <p>DCED - Yvonne Lemelle 717.420.1354 ylemelle@pa.gov</p> <p>Monaca Chief + FOP #4 President - Dave Pluri</p> <p>6.3 - Update per Commissioner Manning + Sen. Vogel</p> <p>8.10 - Mike S + Elaine to begin work on the 2023 grant.</p>	In Progress
3	Grants - Other + County Grant (Startup + Expansion) + COPS + Others (Vests + Body Cams)	<p>Community Committee to work w/ Commission ?</p> <p>DCED - Matching Grant is available - need to complete and submit.</p> <p>2.23 - may not currently be open</p> <p>ID + Go after non-gov't grants</p> <p>LSA Grant - \$25K - \$1M --> Ideas for what to apply for @ 8.24 meeting</p>	Finance + Administration	3	<p>Debbie will reach out to Conway residents with grant writing experience. John - Dom Oliver is willing to help w/ grants 724.787.0733</p> <p>3.15 - Mike + Adam + Dave met with County Commissioners about them providing a grant to cover initial, start up expenses.</p> <p>Per Derek -- should wait until later in the year. (Tasers + Body + Dash Cams)</p> <p>6.8 - John Shelkons spoke with US Rep. Delusio's office and he will write a letter of support for our grant to all State/County Officials.</p> <p>8.10 - County created a \$250K pool to provide PD / VFD merger grants.</p> <p>8.16 - Out application was submitted.</p>	In Progress
4	Grant Writer	Hire / Contract	Finance + Administration	4	<p>Danielle Rombach (County) - N/A</p> <p>Other - 4.13 - Baden to interview next week</p> <p>4.27 - Mike got info from Lexipol</p> <p>5.11 - Mike will follow up for more details for 5.25 mtg</p> <p>5.25 - Mike to set mtg w/ Lexipol + Scott + Patty</p> <p>6.8 - Mike has adl Lexipol info coming + Nadine thought to bring in local students to assist with grants for service projects.</p> <p>7.27 - Grant writer will assist in prepping applications.</p>	In Progress
5	Pension	<p>Engage Actuary for pension review / Study</p> <p>Engage Ken Newmeyer (Wells Fargo) for pension management</p> <p>Engage Jimmy Esseck ?? / others ??</p> <p>**Needed before budget can be finalized</p> <p>Who pays for currently retired officers benefits?</p>	Finance + Administration Secretaries Chair + Vice-Chair Commission	5	<p>Per Elaine - Because of state aid impact, we should keep the pensions as is for 2023, and plan to create the new plan effective 1.1.2024.</p> <p>We should engage PSAB, MRT and Mockenhaupt</p> <p>Will most likely need an RFP at some point</p> <p>Joe Scott may be able to assist and provide advice</p> <p>Currently retired officers benefits will be part of the planned study</p> <p>3.17.23 - Conway signed authorization to have Baden's actuary begin work on Pension studies.</p> <p>6.8 - Waiting on Maukenhaupt to provide adl info</p> <p>8.7 - Conway + Roch Twp. data passed to</p>	In Progress
6	Roch Twp - Vehicles - Car Wraps	# to re-wrap? When	Commission	6	8.24 - Eric to strip to help us save money	In Progress
7	Roch Twp - Vehicles - Title Transfers		Commission	7		In Progress
8	Roch Twp - Badges	Order	Commission	8	8.24 - Ordered	In Progress

4 discuss Rochester 2 newest Divers
newer Explorer

BVRPD - TO DO List

Rochester Twp - Budget

Winston
 In Progress
 In Progress
 In Progress
 In Progress

#	Item Description	Item Detail	Category / Committee	Priority	Notes	Status
9	Roch Twp - Computers / Networks	MGSof - Auth to start work Email for officers Coordinate with Mike P. + Derek	Commission	9	Install PC in Evidence Room + Office 8.24 - Need to add bodycam setup into Computer work. Pending	In Progress
10	Roch Twp - Firearms	Pistol Order Standardization Plan	Commission	10	8.10 - Purchased 4 Glock Pending Probability still short 8.10 - Do we need to add to the 2024 Budget -- est'd amount?	In Progress
11	Roch Twp - Grant for Bodycams	Grant is in Twp name --> Need to transfer to BVRPD 12 Body + 4 Car cameras	Commission	11	8.24 - Refer to Item #9 8.24 - 3 expire in December Need to look for grants to cover	In Progress
12	Vests	Need 3 new - confirm #	Commission	12	4.27 - Class Academy leadership attended BVRPD Meeting 5.25 - Solicitor to provide draft agreements 6.8 - Modifications back to Solicitor and then will take to Baden + Class Academies 7.13 - Baden Academy Contract Signed - Officer to be assigned and new FT officer to replace on patrol hired Class Academy not signed and not yet ready to meet with us 7.27 - Class Academy claims they can't afford more than \$60K, but no issue with the up front payment. 8.10 - Discuss with Solicitor at 8.24 Meeting (FASD, etc....)	In Progress
13	School Resource Officer - Contract	Contract between BVRPD + Schools Options for Class Academy FASD responded to DA (see separate emails)	Operations	13	4.27 - Authorized. Will also need a way to accommodate differences in Borough Ordinances until such time as they can be aligned. 7.13 - 3 Boroughs to check Parking Ords for changes to fees. Having all be the same will make it easier for the officers. 7.27 - Only Baden can change fees by Resolution. 8.24 - Ordered approx. \$875 for 1,000	In Progress
14	Parking Ticket Book	Need to purchase new books for BVRPD Est'd \$850-\$875 to print. \$25 for parking \$100 Handicapped Up to \$50 Park by Fire Hydrant	Police Officers	14	MGSof-Net 5.11 - LAN cables were run at same time camera was moved downstairs + desk Need lights installed + computer moved / connected to the network 7.27 - Adam confirmed computer is not set up -- will reach out to MGSof 8.24 - Eric to provide the needed lights. 3 PC's coming from Roch Twp.	In Progress
15	Evidence Room	Camera + LAN Cable for Computer	Operations - Technology	15	4.27 - Decide until later in the year - after cost comparisons 8.24 - \$3K for Turnley, CPA -- to discuss / decide at 9.14 meeting.	In Progress
16	Auditor	*Assist w/ Quickbooks Setup **Annual Audit	Commission	16		In Progress

Camera done
 In Progress
 Computer still needs setup
 In Progress
 Check for...

BVRPD - TO DO List

#	Item Description	Item Detail	Category / Committee	Priority	Notes	Status
17	Event Rate --What will BVRPD charge to have an Officer(s) at School activities / games ??	Determine the rate + draft a letter to be sent to all schools within the service area? New - Letter to Rochester SD - BVRPD Effective 9.1.2023 + Event Rate Offer meeting to discuss if needed.	Finance + Administration	17	Baden advised they would get a payment from WPIAL 2.23 - Tentative \$100/hr -- need to confirm after budget is completed 5.25 - Estimate in Packet --- Discuss at 6.8 meeting 7.13 - Contract rate = 1.5x Higher Rank + ___ for "other costs" Commission doesn't feel we should participate in FASD Events until the Jurisdiction and associated SRO issue has been resolved. 8.24 - Roch SD - Football @ \$200/ofcr/game + Basketball Mutual Aid Agreement Needed.	<i>done</i> In Progress <i>in Rochester</i>
18	School Resource Officer - Job Description / Policy	Need to develop a job description and policy as to when and under what conditions an SRO can /must work a regular shift - Need to discuss at July Meeting	Personnel Police Officers	18	Need to set school's cost for FT SRO Payment terms (Class Academy) Is FASD SRO tied to Event Coverage? 4.27 - Will have updated policy book to review for the 5.11 Meeting 7.13 - Officers to develop policy for Commission to review / approve at 7.27 meeting 8.24 - to have description/policy for 9.14 meeting	In Progress
19	Ride Along Policy	Need to develop a policy for ride alongs and add to the policy manual	Police Officers	19		New
20	New Hire Policy	Develop a plan / process for bringing in new officers from other agencies. *Testing + Interview Process	Personnel Police Officers	20	4.13 - Authorized placing ad to hire 4.27 - Ad needs placed ASAP 5.11 - Testing for FT applicants = 5.17 Process = initially use Conway's process/next Long-term = develop new process modeled after Northern Regional's	In Progress
21	Traffic Cameras - Policy	Use Policy	Operations	21	Policies 6.8 - Need PD to confirm if use policy is in Ops Manual	In Progress
22	Equipment - Department wide + Officer specific Computers in Vehicles	Determine a standard for the dept. and what is needed to bring all cars + officers up to that standard	Operations Police Officers	22	**DA sponsored grant for Computers + Printers + Software 4 Baden cars + 2 Conway cars. Will need to purchase for all 4 cars 4.27 - Waiting for County Grants (by EOM Sept)	In Progress
23	Officer Technology	In Car + Body Cams + Other Develop and work to improve toward a standard for in-car and officer equipment (after 9.1 with RT equipment transferred)	Operations - Technology	23	Determine what's needed --- look for grant(s) 3.9 - Need to establish what the baseline/standard for vehicle equipment should be + estimated cost. All vehicles evaluated vs. that baseline with list/estimate by vehicle to bring it to that level. All new vehicles should be purchased to that standard.	In Progress
24	Gym	County Grant	Police Officers	24	Status ? 4.27 - No Updates 7.13 - Water issue 7.27 - Water issue addressed and should be resolved	In Progress
25	Lockers	Can any of Baden's existing lockers be moved to Conway?	Operations	25	5.11 - Baden to consider - NA 6.8 - Future Budget Item 7.13 - Adam is to provide estimated cost	In Progress
26	BVRPD Parking	Where / How to fit 11 vehicles	Operations	26	5.11 - Discussed at meeting / Adam, Andy + Scott looked and walked around afterward to come up with a possible solution 7.13 - Need additional signs installed - Adam is to provide estimated cost. 8.24 - Conway to check on Signs and Modified Parking for playground	In Progress

BVRPD - TO DO List

#	Item Description	Item Detail	Category / Committee	Priority	Notes	Status
27	BVRPD Signs on / in building	Need to replace Conway PD signs Use BVRPD Logo	Finance + Administration	27	Large sign under the Conway Municipal Building sign on the Atby's side of the building - TBD - Debbie Small + Parking signs = Adam (partially complete) 8.24 - Debbie to get quotes	In Progress
28	Pension Attorney	Do we need to consult / hire someone separate from our Solicitor?	Commission	28	DA believes a Solicitor can handle all that's needed. We can decide about this once we have a Solicitor and start to work on the pension. Campbell Durant - Josh Hausman just helped another Regional with this who we can refer to if needed.	In Progress

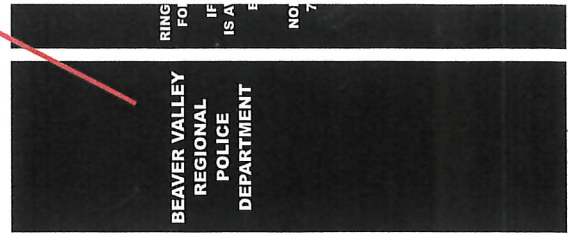


PROPOSED UP



**PRICE TO UPDATE
POLICE SIGNAGE**

**EXTERIOR GLASS
PROPOSED UI**



Handwritten notes and signatures in the top right margin.

Handwritten price: \$129.00

**24" formed plastic letters to match existing 'CONWAY MUNICIPAL BUILDING' letters
PRICE TO PRODUCE & INSTALL: \$7,895.00**