

**BUFFALO VALLEY REGIONAL POLICE COMMISSION
MINUTES
December 14, 2022**

Commission Members

Chairman Jack Malloy

Vice Chair Justin Madaus

Treasurer Char Gray

Secretary Judith T. Wagner

Commissioner Jordi Comas

Commissioner Janice Butler

The regular scheduled meeting (No. 2022-12) of the Buffalo Valley Regional Police Commission was held in the meeting room at the BVRP Office at 1610 Industrial Boulevard, Suite 500. Present: Commissioners Butler, Comas, Gray, Madaus, Malloy, and Wagner; Attorney Kerstetter; Chief Yost and Lisa Wolfe. Also present: Jim Diehl and Jo Helwig.

CALL TO ORDER: Chairman Malloy called the meeting to order at 5:01pm, followed by the Pledge of Allegiance.

PUBLIC PARTICIPATION: None

APPROVAL OF MINUTES: A motion was made by Commissioner Comas, seconded by Commissioner Wagner, to approve the minutes of the November 9, 2022 meeting. Motion was unanimously approved.

REPORTS FROM COMMITTEES:

a. Finance: (Gray)

Commissioner Gray reported a balance of \$108,550.72 as of November 30, 2022, and a balance of \$189,593.66 as of December 14, 2022, in the Operating Account. Commissioner Gray reported a balance of \$11,240.93 as of December 14, 2022, in the Payroll Account and a balance of \$232,510.10 as of December 14, 2022, in the Reserve Savings Account. A motion was made by Commissioner Wagner, seconded by Commissioner Butler, to approve the Treasurer's Report and payment of bills. Motion was unanimously approved.

b. Pension: (Malloy) - Nothing to report.

ATTENDANCE

CALL TO ORDER

**PUBLIC
PARTICIPATION**

**APPROVAL OF
MINUTES**

**REPORTS FROM
COMMITTEES**

Finance

Pension

CHIEF’S REPORT:

Chief Yost presented the November Monthly Report.

CHAIRMAN’S REPORT:

Nothing new to report.

ATTORNEY KERSTETTER’S REPORT:

Nothing new to report.

UNFINISHED BUSINESS:

Lisa Wolfe stated an email was received from Dr. Jack Devine. Dr. Devine is interested in continuing to serve on the Civil Service Commission.

Commission members reviewed the engagement letter received from Herring, Roll and Solomon, regarding the 2022 Audit. Chairman Malloy and Chief Yost signed the letter.

EXECUTIVE SESSION: A motion was made by Vice Chair Madaus, seconded by Commissioner Wagner, to recess the meeting for an Executive Session at 5:34pm regarding personnel issues.

Commission Members returned to the regular scheduled meeting at 6:13pm.

NEW BUSINESS:

The 2023 Meeting Schedule was discussed. The Commission will continue with current meeting schedule. Regular meetings will be held the second Wednesday of the month at 5:00pm. Work Sessions will be held the fourth Wednesday of each month, as needed, at 5:00pm.

A motion was made by Commissioner Comas, seconded by Commissioner Wagner, to accept with regret, Officer Mark Kuhns letter of resignation from full-time employment effective January 16, 2023. Motion was unanimously approved.

A motion was made by Commissioner Comas, seconded by Commissioner Wagner, to draft a letter of commendation for Cpl. Travis Burrows. Motion was unanimously approved.

**CHIEF’S
REPORT**

**CHAIRMAN’S
REPORT**

**ATTORNEY
KERSTETTER’S
REPORT**

**UNFINISHED
BUSINESS**

**EXECUTIVE
SESSION**

**NEW
BUSINESS**

A motion was made by Commissioner Wagner, seconded by Chairman Malloy, to approve raises for Lisa Wolfe and Chief Yost in accordance with the third year of the Police Contract (3%). Motion was unanimously approved.

ADJOURNMENT: There being no further business Chairman Malloy adjourned the meeting at 6:15pm.

Respectfully submitted,

Lisa K. Wolfe
Recording Secretary

**NEW BUSINESS
CONT'D
ADJOURNMENT**