

**BUFFALO VALLEY REGIONAL POLICE COMMISSION  
MINUTES  
January 11, 2023**

**Commission Members**

Chairman Jack Malloy  
Secretary Janice Butler  
Alternate Katie Evans

Vice Chair Justin Madaus  
Commissioner Jordi Comas

Treasurer Char Gray  
Commissioner Kendy Alvarez

The regular scheduled meeting (No. 2023-1) 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, and Malloy; Chief Yost and Lisa Wolfe. Also present: Tina Prowant, Jo Helwig and Jim Diehl.

**CALL TO ORDER:** Chairman Malloy called the meeting to order at 5:00pm, followed by the Pledge of Allegiance.

**ELECTION OF OFFICERS:**

A motion was made by Commissioner Gray, seconded by Chairman Malloy, to elect Jack Malloy as Chairman, Justin Madaus as Vice Chair, Char Gray as Treasurer and Janice Butler as Secretary. Motion was unanimously approved.

**PUBLIC PARTICIPATION:** Tina Prowant had a question regarding placing a sign in her yard. Tina also questioned placing a sign saying "Speed Limit Enforced" on Stein Lane. Tina stated she is in contact with Lori Wilson at Bucknell regarding getting a donation for the William Cameron Fire Department. Tina would also like to request a donation for Buffalo Valley Regional Police Department. Tina requested a report showing the number of Calls the Officers respond on Bucknell Campus.

**APPROVAL OF MINUTES:** A motion was made by Commissioner Butler, seconded by Vice Chair Madaus, to approve the minutes of the December 14, 2022 meeting as amended. Motion was unanimously approved.

Commissioner Comas arrived at 5:03pm.

**ATTENDANCE**

**CALL TO ORDER**

**ELECTION OF OFFICERS**

**PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

**REPORTS FROM COMMITTEES:**

a. Finance: (Gray)

Commissioner Gray reported a balance of \$86,848.41 as of December 31, 2022 and a balance of \$71,579.75 as of January 11, 2023 in the Operating Account. Commissioner Gray reported a balance of \$77,497.37 as of January 11, 2023 in the Payroll Account and a balance of \$233,325.50 as of January 11, 2023 in the Reserve Savings Account. A motion was made by Vice Chair Madaus, seconded by Chairman Malloy, to approve the Treasurer’s Report and payment of bills. Motion was unanimously approved.

b. Pension: (Malloy) – Nothing new to report.

**CHIEF’S REPORT**

Chief Yost presented the December Monthly Report.

Chief Yost stated Officer Zachary Mosso returned from active duty on January 9, 2023.

Chief Yost stated our 2014 Ford Explorer has been placed on Muncibid.

Chief Yost stated we will activate the Civil Service Commission to establish a new candidate list.

**CHAIRMAN’S REPORT**

Nothing new to report.

**ATTORNEY KERSTETTER’S REPORT**

Attorney Kerstetter was absent.

**UNFINISHED BUSINESS:**

Nothing to discuss.

**EXECUTIVE SESSION:** A motion was made by Chairman Malloy, seconded by Commissioner Gray, to recess the meeting for an Executive Session at 6:01pm regarding personnel issues.

**REPORTS OF COMMITTEES**

**Finance**

**Pension**

**CHIEF’S REPORT**

**CHAIRMAN’S REPORT**

**ATTORNEY KERSTETTER’S REPORT**

**UNFINISHED BUSINESS**

**EXECUTIVE SESSION**

Commission Members returned to the regular scheduled meeting at 6:35pm.

**NEW BUSINESS:**

Committee appointments were discussed. There will be further discussion at the January 25, 2023 work session.

Sgt. Hetrick submitted his letter requesting admittance to the DROP on January 13, 2023. A motion was made by Vice Chair Madaus, seconded by Commissioner Gray, to accept Sgt. Hetrick's request to enter the DROP effective January 13, 2023. Motion was unanimously approved.

A motion was made by Chairman Malloy, seconded by Commissioner Butler, to accept the resignation of Officer Tramaine Grobes effective January 27, 2023. Motion was unanimously approved.

**ADJOURNMENT:** There being no further business Chairman Malloy adjourned the meeting at 6:40pm.

Respectfully submitted,

Lisa K. Wolfe  
Recording Secretary

**NEW BUSINESS  
CONT'D**

**ADJOURNMENT**