

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT  
*CENTER FOR LOCAL GOVERNMENT SERVICES*



# MEMO

**DATE:** February 25, 1998

**SUBJECT:** House Resolution 167 Task Force Report

**TO:** Virgil F. Puskarich, Executive Director  
Local Government Commission

**FROM:** Ronald L. Stern, Local Government Policy Specialist  
Center for Local Government Services

At the December 11, 1997, meeting additional information was requested to be prepared for the next meeting. The assignment for the Center for Local Government Services included; statistical information on regional police departments, number of regional police departments, models of cost distribution among municipal members, plan development options, and per capita expenditures that have been incurred. Also requested was the incorporation of Federal grants awarded to municipalities through the Federal COPS Program.

The following enclosed documents address the above stated requests. They include:

1. *Pennsylvania Municipal Police Statistics*  
It should be noted that the statistics are 1997 figures and may vary.
2. *Profile of Consolidated Police Services*  
This report was created from the twenty-seven consolidated police departments in Pennsylvania based on 1997 information and budgets.
3. *Contractual Police Services in Pennsylvania*  
This report lists the contracted police services by County. This report could vary to a wide degree due to municipalities not required to submit this information to the Center.

4. *Consolidated Police Agencies in Pennsylvania*  
This report compiled by the Center gives numerous data on all twenty-seven regional police departments in Pennsylvania.
  
5. *Federal COPS Grant Information for Pennsylvania*  
This information was extracted from the Department of Justice web site. I am in the process of verifying the information to be true and correct. As of this writing 521 municipalities have participated in the COPS Grant process in Pennsylvania. This has allowed 2,760 officers and support staff to be hired. The amount of grant monies awarded total \$138,149,220 over a three year period. The web site address for the Department of Justice is [http://www.usdoj.gov/cops/readingroom/97\\_grantee.htm](http://www.usdoj.gov/cops/readingroom/97_grantee.htm).
  
6. *Regional Police Services in Pennsylvania*  
This publication is distributed by the Center for Local Government Services. We are currently in the process of updating the information. Pages 24-26 cover the model cost distributions utilized by participating municipalities.

If you have any questions concerning this assignment, please feel free to contact me at 717-720-7391.

**PENNSYLVANIA MUNICIPAL  
POLICE STATISTICS**

# **CENTER FOR LOCAL GOVERNMENT SERVICES**

## **PENNSYLVANIA MUNICIPAL POLICE STATISTICS**

2571	MUNICIPALITIES
982	AT LEAST ONE FULL TIME OFFICER
228	ALL PART TIME OFFICERS
98	CONTRACTUAL POLICE DEPARTMENTS (REPRESENTING 220 MUNICIPALITIES)
27	CONSOLIDATED POLICE DEPARTMENTS (REPRESENTING 76 MUNICIPALITIES)
1086	TRADITIONAL POLICE DEPARTMENTS
1211	TOTAL MUNICIPAL POLICE DEPARTMENTS IN PA
1189	MUNICIPALITIES PATROLLED BY PA STATE POLICE
300-400	AVERAGE POLICE DEPARTMENTS NATIONWIDE

**PROFILE OF CONSOLIDATED  
POLICE SERVICES**

1997

**PROFILE OF CONSOLIDATED POLICE SERVICES**

Number of consolidated police departments	27
Total municipalities served by consolidated police departments	76
Municipalities served by average consolidated police departments	2.7
Full-time officers in consolidated police departments	268
Average full-time officers per consolidated police departments	9.9
Part-time officers in consolidated police departments	75
Average part-time officers per consolidated police department	2.8
Full-time equivalency in average consolidated police department (Based upon 500 hours per part-time officer and 1,760 hours per full-time position)	21.3
Population served by consolidated police departments	254,864
Square mile area served by consolidated police department	781.8
Square mile area served by average consolidated police department	29.0
Population density of area served by average consolidated police department	326.0
Officers per 1,000 population - average consolidated police departments	1.14
Total cost of consolidated police departments in 1997	\$20,007,714
Cost of average consolidated police department	\$741,026
Average cost per officer in consolidated police department	\$69,159
Average per capita cost - areas served by consolidated police department	\$78.50

(As of October 20, 1997)

**CONTRACTUAL POLICE  
SERVICES IN  
PENNSYLVANIA**

# CENTER FOR LOCAL GOVERNMENT SERVICES

## CONTRACTUAL POLICE SERVICES IN PENNSYLVANIA FOR '97

### ADAMS COUNTY

1. Abbottstown Boro and Hamilton Twp
2. Fairfield Boro and Hamiltonban Twp

### ALLEGHENY COUNTY

1. Aleppo Twp and Osborne Boro
2. Carnegie Boro and Pennsybury Village Boro
3. Crafton Boro and Thornburg Boro
4. Jefferson Boro and West Elizabeth Boro
5. Kilbuck Twp, Ben Avon Heights Boro and Glenfield Boro
6. Ohio Twp, Sewickley hills Boro and Elmsworth Boro
7. White Oak Boro and South Versailles Boro
8. Wilmerding Boro and Wall Boro

### ARMSTRONG COUNTY

1. South Buffalo Twp and Cadogan Twp

### BEAVER COUNTY

1. Beaver Falls City and Eastvale Boro
2. Big Beaver Boro, Homeville Boro and New Galilee Boro
3. Bridgewater Boro and Fallston Boro
4. Chippewa Twp and West Mayfield Boro
5. Hanover Twp and Frankfort Springs Boro
6. New Brighton Boro, Daugherty Twp and Pulaski Twp
7. Patterson Twp and Patterson Heights Twp
8. Rochester Boro, East Rochester Boro and Freedom Boro
9. South Beaver Twp and Darlington Boro

### BERKS COUNTY

1. Centre Twp and Centerport Boro
2. Cumru Twp and Kenhorst Boro
3. Fleetwood Boro and Richmond Twp
4. Exeter Twp and St. Lawrence Boro

### BLAIR COUNTY

1. Blair Twp and Newry Boro
2. Freedom Twp and Richmond Twp
3. Martinsburg Boro and Huston Twp

### BRADFORD COUNTY

1. Rome Boro, Orwell Twp and Rome Twp

### BUTLER COUNTY

1. Adams Twp and Valencia Boro
2. Cranberry Twp and Seven Springs Boro
3. Zelienople Boro and harmony Boro

### CAMBRIA COUNTY

1. Conemaugh Twp and Daisytown Boro
2. Croyle Twp and Ehrenfield Boro
3. Lower Yoder Twp and West Taylor Twp
4. Richland Twp and Scalp Level Boro
5. Stonycreek Twp and Lorrain Boro
6. Summerhill Twp and Wilmore Boro

### CENTRE COUNTY

1. State College Boro, College Twp and Harris Twp

### CHESTER COUNTY

1. Honey Brook Twp and Honey Brook Boro
2. West Chester Boro and East Bradford Twp

### CLEARFIELD COUNTY

1. Houtsdale Boro and Brisbin Boro

### CLINTON COUNTY

1. Lock Haven City and Castanea Twp

### COLUMBIA COUNTY

1. Benton Boro, Sugarloaf Twp and Stillwater Boro
2. Brair Creek Twp, Brair Creek Boro and North Centre Twp
3. Catawissa Boro and Catawissa Twp
4. Locust Twp, Roaring Creek Twp, Franklin Twp and Cleveland Twp
5. Orangeville Boro and Orange Twp
6. South Centre Twp and Mifflin Twp

### DELAWARE COUNTY

1. Morton Boro and Rutledge Boro

### FAYETTE COUNTY

1. Brownsville Boro and Brownsville Twp



### **FULTON COUNTY**

1. McConnellsburg Boro and Todd Twp

### **INDIANA/CLEARFIELD COUNTIES**

1. Cherry Tree Boro and Burnside Twp

### **JEFFERSON COUNTY**

1. Summerville Boro, Corisca Boro and Hawthorne Boro

### **LACKAWANA COUNTY**

1. Abington Twp, North Abington Twp and West Abington Twp
2. Roaring Brook Twp and Elmhurst Twp
3. South Abington twp and Clarks Green Boro

### **LANCASTER COUNTY**

1. East Cocalico Twp, Adamstown Boro and West Cocalico Twp
2. East Earl Twp and Terre Hill Boro
3. East Lampeter Twp and Upper Leacock Twp
4. Lancaster City and Lancaster Twp
5. Manheim Twp and East Petersburg Boro
6. Manor Twp and Mountville Boro
7. New Holland Boro and Earl Twp

### **LAWRENCE COUNTY**

1. Ellwood City Boro and Ellport Boro
2. Little Beaver Twp and Enon Valley Boro
3. North Beaver Twp and SNPJ Boro

### **LEBANON COUNTY**

1. Lebanon City and West Lebanon Twp
2. North Cornwall Twp and West Cornwall Twp
3. South Annville Twp and Mt Gretna Boro

### **LUZERNE COUNTY**

1. Jenkins Twp, Laflin Boro and Yatesville Boro

### **MERCER COUNTY**

1. Greenville Boro and West Salem Twp
2. Hempfield Twp and Sugar Grove Twp

### **MIFFLIN COUNTY**

1. Granville Twp, Burnham Boro and Juniata Terrace Boro

### **MONTGOMERY COUNTY**

1. Hatfield Twp and Hatfield Boro
2. Marborough Twp and Green Lane Boro

### **NORTHAMPTON COUNTY**

1. Wilson Boro, West Easton Boro and Glendon Boro

### **PERRY COUNTY**

1. Millerstown Boro, Greenwood Twp and Oliver Twp

### **POTTER COUNTY**

1. Harrison Twp and Ulysses Boro
2. Keating Twp, portage Twp, Sylvania Twp and Wharton Twp
3. West Branch Twp and Abbott Boro

### **WASHINGTON COUNTY**

1. California Boro and Coal Center Boro
2. Charleroi Boro and Speers Boro
3. McDonald Boro and Robinson Twp
4. Monongahela City and New Eagle Boro
5. Union Twp and Finleyville Boro
6. West Brownsville Boro and Blaine Twp

### **WYOMING COUNTY**

1. Factoryville Boro and Overfield Twp

### **YORK COUNTY**

1. Carroll Twp, Franklinton Boro and Monaghan Twp
2. Hellam Twp and Hellam Boro
3. Jackson Twp and Spring Grove Boro
4. Lower Windsor Twp and East Prospect Boro
5. Newberry Twp, Goldsboro Boro and York Haven Boro
6. North Hopewell Twp and Wintertown Boro
7. West Manchester Twp and New Salem Boro
8. Windsor Twp, Windsor Boro, Felton Boro and Yorkana Boro
9. York Twp, Yoe Boro, Dallastown Boro and Jacobus Boro

**CONSOLIDATED POLICE  
SERVICES IN  
PENNSYLVANIA**

## CONSOLIDATED POLICE AGENCIES IN PENNSYLVANIA

Agency	Municipalities Served	Regional Police Commission Chairman	Police Chief Executive	Composition Regional Police Agency	Number Of Officers	Population Served (1990 Census)	Square Mile Area	Population Density	Officers per 1000 population	Police Budget	Per Officer Cost	Per Capita Cost	Cost Dist Method	Covered By Labor Contract	Police Chief Labor Contract	Covered By Social Security	Covered By Act 600	Covered By Civil Service
Adams County Lattimore-York Springs Regional Police Dept 01-01-78	Lattimore Twp York Springs Boro (Contracts to Bermudian Springs School Dist)	Kenneth C. Kamper 318 Main St. York Springs, Pa. 17372 (717) 528-4121 Fax (717) 528-8291	George C. Bowers P.O. Box 266 York Springs, Pa. 17372 (717) 528-4121 Fax (717) 528-8291	2 Lattimore Twp 2 York Springs Boro 1 additional appointed by Commission	3 FT	2,756	21.4	128.8	1.09	\$143,000	\$47,667	\$51.89	Per Capita	no	no	yes	yes	no
Adams County Eastern Adams Regional Police Dept 01-01-92	Oxford Twp Berwick Twp	Donald F. Polat 766 Oxford Street New Oxford, Pa. 17350 (717) 624-4544	Edward Powers P.O. Box 86 New Oxford, Pa. 17350 (717) 624-4544 Fax (717) 624-3511	3 Oxford Twp 2 Berwick Twp	5 Ft 3 Pt [6.5]	5,268	17.4	302.7	1.23	\$381,375	\$58,673	\$72.39	Population	yes	yes	yes	yes	No
Allegheny County Pine Marshall Bradfordwoods Joint Police Force 01-01-75	Bradfordwoods Boro Pine Twp Marshall Twp	Dr. Karla McNamara Pearch Mill Road Wexford, Pa. 15090 (412) 935-3090	Robert Amann Pearce Mill Road Wexford, Pa. 15090 (412) 625-3156 Fax (412) 625-3269	3 Pine Twp 3 Marshall Twp 1 Bradfordwoods Boro	13 Ft	9,387	33.3	281.9	1.38	\$1,293,599	\$99,508	\$137.81	Prop Ass 40% Population 40% Road Miles 20%	yes	no	yes	yes	no
Berks County Central Berks Regional Police Dept 07-01-93	Lower Alsace Twp Mt. Penn Twp	Regina Skrinicosky 748 N. 25 <sup>th</sup> Street Reading, Pa. 19606 (610) 779-1100	Michael J. Spear 748 N. 25 <sup>th</sup> Street Reading, Pa. 19606 (610) 779-1100 Fax (610) 779-7135	2 Elected Officials 2 Residents 2 Alternate Elected officials from each Municipality	10 Ft	7,510	5.1	1472.5	1.33	\$613,512	\$81,351	\$81.69	Incidents	yes	Yes	no	yes	no
Berks County Northeastern Berks Regional Police Dept 01-01-91	Lyons Boro Topton Boro Maxatawny Twp	Lawrence Werst 600 Noble Street Pottstown, Pa. 19530 (610) 683-8740	Bryan Ross 600 Noble Street Pottstown, Pa. 19530 (610) 683-8740 Fax (610) 683-8742	2 Lyons Boro 2 Topton Twp 2 Maxatawny Twp	8 Ft	8,210	27.3	300.7	.97	\$451,057	\$56,382	\$54.94	Police Protection Units (PPUs)	yes	no	yes	no	No
Berks County Maiden Creek / Ontelaunee Joint Police Dept 05-01-91	Maiden Creek Twp Ontelaunee Twp	James Oestering P.O. Box 498 Blandon, Pa. 19510 (610) 926-2999	Michael Weiser P.O. Box 498 Blandon, Pa. 19510 (610) 926-2999 Fax (610) 926-0309	1 Representative from each Municipality	8 Ft 2 Pt [9]	4,756	21.8	218.2	1.89	\$395,046	\$43,894	\$83.06	50% Population 50% Assessed Value	yes	no	no	yes	no

Agency	Municipalities Served	Regional Police Commission Chairman	Police Chief Executive	Composition Regional Police Agency	Number Of Officers	Population Served (1990 Census)	Square Mile Area	Population Density	Officers per 1000 population	Police Budget	Per Officer Cost	Per Capita Cost	Cost Dist Method	Covered By Labor Contract	Police Chief Labor Contract	Covered By Social Security	Covered By Act 600	Covered By Civil Service
Bucks County Pennridge Regional Police Dept 01-01-92	Sellersville Boro E. Rockhill Twp W. Rockhill Twp	Dr. Richard Derstine 140 E. Church Street Sellersville, Pa. 18960 (215) 257-5104	H. Randall Dilling 140 E. Church St Sellersville, Pa. 18960 (215) 257-5104 Fax (215) 257-9324	1 Representative from each Municipality	14 Ft	12,750	31	411.3	1.09	\$1,180,017	\$84,287	\$92.55	Police Protection Units (PPUs)	yes	no	yes	yes	no
Cambria County West Hill Regional Police Dept 01-01-78	Brownstown Boro Southmont Boro Westmont Boro	Robert B. Morgan 345 Diamond Blvd Johnstown, Pa. 15905 (814) 255-4145	Andrew Havas, Jr. 1000 Luzerne Street Johnstown, Pa. 15905 (814) 255-4145 Fax (814) 255-7443	2 Brownstown Boro 5 Southmont Boro 2 Westmont Boro	9 Ft 6 Pt [12]*	9,141	3.8	2405.5	1.31	\$602,297	\$50,191	\$85.89	Assessed Value Population Road Miles	yes	no	yes	yes	no
Cambria County Northern Cambria County Police Dept 01-06-95	Carrolltown Boro West Carroll Twp	James Erter P.O. Box 307 Carrolltown, Pa. 15722 (814) 344-6400	David J. Murphy P.O. Box 307 Carrolltown, Pa. 15722 (814) 344-6400 Fax (814) 344-6402	2 Carrolltown Boro 2 West Carroll Twp 1 Citizen (At-Large)	3 Ft 10 Pt [8]*	2,810	11.4	246.5	2.85	\$175,263	\$21,908	\$62.37	50-50% Split	no	no	yes	yes	no
Chester County Westown/ East Goshen Police Dept 01-01-81	Westown Twp E. Goshen Twp (Contract to Thornbury Twp)	Pearson Sill 1904 Goodwin Lane West Chester, Pa. 19382 (610) 896-1265	John M. Dumond 1081 Wilmington Pike West Chester, Pa. 19382 (610) 692-9600 Fax (610) 692-9369	1 Westown Twp 1 Goshen Twp 1 Representative mutually agreed upon by both Twps	15 Ft 9 Pt [19.5]*	26,206	22.7	1154.4	.74	\$1,960,000	\$100,513	\$74.79	Incidents	yes	no	yes	Yes	no
Chester County Atglen/West Sadsbury Police Dept 04-01-90	Atglen Boro West Sadsbury Twp	James Landis Rd 1, Box 37 Parkesburg, Pa. 19365 (610) 857-5760	James F. Slauch P. O. Box 230 Atglen, Pa. 19310 (610) 857-5688 Fax (610) 857-5621	1 Atglen Boro 1 West Sadsbury Twp 1 (At Large)	2 Ft 2 Pt [3]*	3,200	11.5	278.3	.94	\$155,434	\$51,811		Incidents	no	no	yes	no	no

Agency	Municipalities Served	Regional Police Commission Chairman	Police Chief Executive	Composition Regional Police Agency	Number Of Officers	Population Served (1990 Census)	Square Mile Area	Population Density	Officers per 1000 population	Police Budget	Per Officer Cost	Per Capita Cost	Cost Dist Method	Covered By Labor Contract	Police Chief Labor Contract	Covered By Social Security	Covered By Act 600	Covered By Civil Service
Clearfield County Morris Cooper Regional Police Dept 01-06-75	Morris Twp Cooper Twp	Harold Mostak P.O. Box 219 Hawk Run, Pa. 16840 (814) 342-5621	Michael Polachek, P.O. Box 219 Hawk Run, Pa. 16840 (814) 342-5621 Fax (814) 345-5164	3 Representatives from each Municipality	1 Ft 1 Pt [1.5]"	5,270	60.1	87.7	.28	\$59,763	\$39,842	\$11.34	50-50 Split	no	no	yes	no	no
Crawford County Conneaut Lake Regional Police Dept 01-01-95	Conneaut Lake Boro Sadsbury Twp	Donald Clark RD 1, Box 743 Conneaut Lake, Pa. 16316 (814) 382-4364	Donald G. Herr P.O. Box 316 Conneaut Lake, Pa. 16316 (814) 382-2246 Fax (814) 382-2246	(2) Boro (Mayor and President of Council) 3 Supervisors from Twp	3 Ft	3,274	24.1	135.9	.92	\$122,000	\$40,667	\$37.26	Population Road Miles	yes	no	yes	yes	no
Cumberland County West Shore Regional Police Dept 01-01-95	Lemoine Boro Wormleysburg Boro	Dr. Wilfaim A. Cornell 65 Glen Road Wormleysburg, Pa. 17043 (717) 763-4099	Howard Dougherty 301 Market Street Lemoine, Pa. 17043 (717) 737-8734 Fax (717) 975-2794	2 Lemoine Boro 2 Wormleysburg Boro 1 Citizen (At Large)	10 Ft 4 Pt [12]"	6,866	2.5	2722.4	1.76	\$856,911	\$71,409	\$125.91	Population	yes	no	no	yes	no
Cumberland/ Franklin Counties Mid-Cumberland Valley Regional Police Dept 01-01-93	Shippensburg Boro Shippensburg Twp	Robert Sullivan 214 N. Prince Street Shippensburg, Pa. 17257 (717) 532-5177	Dennis McMaster 83 Walnut Bottom Road P.O. Box 26 Shippensburg, Pa. 17257 (717) 532-7361 Fax (711) 532-2313	2 Shippensburg Boro 2 Shippensburg Twp 1 Citizen (At Large)	11 Ft 6 Pt [14]"	9,997	3.2	3105.3	1.41	\$788,684	\$56,335	\$78.89	Police Protection Units (PPUs)	yes	no	yes	yes	no
Lancaster County Susquehanna Regional Police Dept 07-01-96	Conoy Twp East Deonegal Twp Marietta Boro	Oliver Olander II 450 E. Front Street Marietta, Pa. 17547 (717) 426-1164	George R. Shirk 188 Rock Point Rd Marietta, Pa. 17547 (717) 426-1164 Fax (717) 426-4881	1 Representative from each Municipality	11 Ft 10 Pt [16]"	9,949	37.2	267.4	1.61	\$657,386	\$41,087	\$66.08	Population	yes	no	yes	yes	no
Mercer County Jefferson/Clark Regional Police Dept 01-01-87	Jefferson Twp Clark Boro	Richard Brandes 534 McCullough Road Sharpsville, Pa. 16150 (412) 962-9392	Jeffrey Lockhart 7407 Lamor Road Mercer, Pa. 16137 (412) 662-3310 Fax (412) 662-0313	2 Clark Boro 2 Jefferson Twp 1 from outside	3 Ft 1 Pt [3.5]"	2,608	27.5	94.8	1.34	\$129,000	\$36,857	\$49.46	Percent of Time by Pre-Agreement 15% Clark 85% Jefferson	no	yes	yes	yes	no

Agency	Municipalities Served	Regional Police Commission Chairman	Police Chief Executive	Composition Regional Police Agency	Number Of Officers	Population Served (1990 Census)	Square Mile Area	Population Density	Officers per 1000 population	Police Budget	Per Officer Cost	Per Capita Cost	Cost Dist Method	Covered By Labor Contract	Police Chief Labor Contract	Covered By Social Security	Covered By Act 600	Covered By Civil Service
Mercer County Southwest Mercer County Regional Police Dept 05-01-92	Farrell City West Middlesex Boro Wheatland Boro	James DeCapua 2495 Highland Road Hermitage, Pa. 16148 (412) 981-1561	Joseph Timko P.O. Box 70 Farrell, Pa. 16121 (412) 983-2720 Fax (412) 981-2988	2 Farrell City 2 Middlesex Boro 2 Wheatland Boro 1 COG Director	16 Ft 8 Pt [20]"	8,583	4.1	2093.4	2.33	\$975,000	\$48,750	\$113.60	Population Incidents Road Miles	yes	yes	no	yes	no
Mifflin County Mifflin County Regional Police Dept 06-38-93	Bratton Twp Derry Twp Lewistown Boro	James Ripka 200 Second Street Yeagertown, Pa. 17099 (717) 248-1900	James Bell 2 East Third St Lewistown, Pa. 17044 (717) 248-1900 Fax (717) 248-1699	2 Representatives from each Municipality	21 Ft	18,418	66	279.1	1.11	\$1,276,019	\$54,953	\$69.28	Police Protection Units (PPUs)	yes	no	no	yes	yes
Monroe County Pocono Mountain Regional Police Dept 06-13-94	Tobyhanna Twp Mt Pocono Boro Tunkannock Twp Coolbaugh Boro	Lawrence Franko P.O. Box 880 Pocono Pines, Pa. 18350 (717) 646-1212	Robert Martz P.O. Box 2024 Pocono Pines, Pa. 18350 (717) 646-7171 Fax (711) 646-2319	3 Coolbaugh Twp 3 Tobyhanna Twp 2 Mt. Pocono Twp 1 Tunkannock Twp	27 Ft	14,929	178.4	83.7	1.81	\$2,100,570	\$77,799	\$140.70	Police Protection Units (PPUs)	yes	no	yes	no	no
Montgomery County Upper Perkiomen Regional Police Dept 02-04-80	East Greenville Boro Pennsburg Boro Red Hill Boro	Keith Gerhart 110 Cherry Street East Greenville, Pa. 18041 (215) 619-8298	Stephen Gramata 88 West 6th Street Pennsburg, Pa. 18073 (215) 679-8203 Fax (215) 679-3919	9 Representatives (Mayor plus two Members of Council from each Municipality	5 Ft 6 Pt [8]"	7,731	2	3685.5	1.09	\$486,901	\$60,863	\$62.98	Population	yes	yes	yes	yes	yes
Northampton County Colonial Regional Police Dept 10-01-95	Bath Boro Hanover Twp Lower Nazareth Twp	Frank T. Colon 215 Main Street P.O. Box 66 Bath, Pa. 18014 (610) 865-4557	Daniel Spang 215 Main Street P.O. Box 66 Bath, Pa. 18014 (610) 865-4557 Fax (610) 837-4563	1 Representative and 1 Alternate from each Municipality	16 Ft	14,017	21	667.5	1.14	\$948,085	\$59,255	\$67.54	Population Assessed Value Incidents	yes	no	no	yes	No
Washington County RESA Regional Police Dept 09-22-91	Allenport Boro Dunlevy Boro Eico Boro Roscoe Boro Stockdale Boro	James Georgagis 394 Bow Street Stockdale, Pa. 15483 (412) 938-8533	Mark Stuart Box 300 Stockdale, Pa. 15483 (412) 929-8666 Fax (412) 938-0716	Mayor and one member of Council from each Municipality	5 Pt [2.5]"	2,887	3.4	849.1	.87	\$55,000	\$22,000	\$19.05	Population Road Miles Assessed Value	no	no	yes	no	no

Agency	Municipalities Served	Regional Police Commission Chairman	Police Chief Executive	Composition Regional Police Agency	Number Of Officers	Population Served (1990 Census)	Square Mile Area	Population Density	Officers per 1000 population	Police Budget	Per Officer Cost	Per Capita Cost	Cost Dist Method	Covered By Labor Contract	Police Chief Labor Contract	Covered By Social Security	Covered By Act 600	Covered By Civil Service
Washington County Eli-Co Police Dept 09-01-94	Cokeburg Boro Ellsworth Boro	Peter Ladisic P.O. Box 45 45 Main Street Ellsworth, Pa. 15331 (412) 945-5325	Joseph Sekora P.O. Box 45 415 Main Street Ellsworth, Pa. 15331 (412) 239-4240	6 Representative (5 voting) Mayor, President of Council, Vice President of Council	2 Pt [1]*	1,772	1.1	1610.9	.56	\$35,900	\$35,900	\$20.26	Population Road Miles Assessed Value	no	no	yes	no	no
York County Northeastern Regional Police Dept 01-01-83	East Manchester Twp Manchester Boro Mount Wolf Boro	John G. Brown 5082 N. Sherman Street Mt. Wolf, Pa. 17347 (717) 266-6195	Darryl Albright 5082 N. Sherman St. Mt. Wolf, Pa. 17347 (717) 266-6195 Fax (717) 266- 0429	2 Representatives from each Municipality 1 Member (At Large) that rotates from each Municipality	7 Ft	6,906	17.9	385.8	.99	\$494,177	\$70,597	\$71.56	Real Estate Assessed Value Calls for Service	yes	no	no	yes	no
York County Northern York County Regional Police Dept 11-01-72	Conewago Twp Dillsburg Boro Dover boro Dover Twp Franklin Twp Manchester Twp North York Boro Paradise Twp	Edward J. Frear 1445 E. Canal Road Dover, Pa. 17315 (717) 292-0542	Carl Segatti 1445 East Canal Road Dover, Pa. 17315 (717) 292-0542 Fax (717) 292- 0543	1 Representative from each Municipality	41 Ft	40,712	123.2	304.6	1.01	\$3,124,000	\$76,195	\$76.73	Police Protection Units (PPUs)	yes	no	yes	yes	no
York County Southern Regional Police Dept 01-01-92	New Freedom Boro Shrewsbury Boro	Richard Buchanan 212 Cardinal Drive Shrewsbury, Pa. 17361 (717) 235-1878	James C. Childs III 35 W. Railroad Ave. Shrewsbury, Pa. 17361 (717) 235-3944 Fax (717) 235- 1609	Mayor, 1 Council Member and 1 Nonelected Resident from each Municipality	6 Ft	5,582	3.9	1433.8	1.07	\$546,933	\$91,156	\$97.81	50% Allocated Equal 25% Incidents 25% Population	yes	no	no	yes	yes

\* Part-time Police are calculated at 1/2 a Full-time Officer

**FEDERAL COPS GRANT**

**INFORMATION FOR**

**PENNSYLVANIA**



U.S. DEPARTMENT OF JUSTICE

Office of Community Oriented Policing Services (COPS)  
Grants Administration Division

1100 Vermont Avenue, NW  
Washington D.C., 20530

COPS ALL PROGRAMS GRANTEE LIST

"ori"	"State"	"City, Municipality, Legal Jurisdiction "	"Final Cops", "Est. Award"
"PA00000"	"PA"	"Milton Borough Consortium	", 10.50, 261433.00
"PA00101"	"PA"	"Gettysburg, Borough of	", 1.10, 33000.00
"PA00102"	"PA"	"Littlestown Police Department	", 1.00, 75000.00
"PA00105"	"PA"	"Cumberland, Township of	", 3.40, 270381.00
"PA001ZZ"	"PA"	"Philadelphia Housing Authority, City of	", 0.00, 200000.00
"PA00201"	"PA"	"Baldwin, Borough of	", 6.50, 158250.00
"PA00205"	"PA"	"Carnegie, Borough of	", 1.00, 75000.00
"PA00206"	"PA"	"Clairton Police Department	", 1.00, 69444.00
"PA00207"	"PA"	"Coraopolis Police Department	", 1.00, 75000.00
"PA00209"	"PA"	"Duquesne Police Department	", 2.50, 182301.00
"PA0020B"	"PA"	"Collier, Township of	", 5.00, 375000.00
"PA0020D"	"PA"	"Elizabeth, Township of	", 4.00, 281948.50
"PA0020E"	"PA"	"Harrison, Township of	", 1.00, 75000.00
"PA0020F"	"PA"	"Kennedy, Township of	", 1.00, 75000.00
"PA0020G"	"PA"	"Reserve, Township of	", 1.10, 76223.00
"PA0020J"	"PA"	"South Fayette, Township of	", 1.00, 75000.00
"PA0020K"	"PA"	"White Oak, Borough of	", 1.00, 75000.00
"PA0020P"	"PA"	"Fawn, Township of	", 1.00, 48349.00
"PA0020R"	"PA"	"Findlay, Township of	", 1.00, 75000.00
"PA0020S"	"PA"	"Forward, Township of	", 3.00, 181948.50
"PA0020T"	"PA"	"Harmar, Township of	", 2.00, 142068.00
"PA0020V"	"PA"	"Indiana Police Department	", 0.60, 13917.00
"PA0020W"	"PA"	"Kilbuck, Township of	", 1.00, 62207.00
"PA0020Y"	"PA"	"North Fayette, Township of	", 2.00, 150000.00
"PA0020Z"	"PA"	"O'Hara, Township of	", 2.60, 90000.00
"PA00210"	"PA"	"Forest Hills, Borough of	", 2.00, 150000.00
"PA00212"	"PA"	"Homestead, Borough of	", 10.00, 715356.00
"PA00213"	"PA"	"McKeesport, City of	", 16.50, 971673.81
"PA00215"	"PA"	"Millvale, Borough of	", 1.00, 72091.00
"PA00216"	"PA"	"Monroeville Police Department	", 8.20, 355500.00
"PA0021A"	"PA"	"Ohio, Township of	", 5.00, 369936.00
"PA0021B"	"PA"	"Pine Marshall Bradford Woods Joint Police Dept	", 2.00, 150000.00
"PA0021C"	"PA"	"Richland, Township of	", 1.00, 75000.00
"PA0021D"	"PA"	"West Deer Police Department	", 0.60, 11207.00
"PA0021E"	"PA"	"South Park, Township of	", 3.00, 225000.00
"PA00221"	"PA"	"Pleasant Hills Police Department	", 2.00, 150000.00
"PA00222"	"PA"	"Ross, Township of	", 1.30, 84290.00
"PA00225"	"PA"	"Upper St. Clair Police Department	", 1.00, 75000.00
"PA00227"	"PA"	"Wilkinsburg Police Department	", 20.80, 936435.00
"PA00229"	"PA"	"Avalon Police Department	", 1.00, 75000.00
"PA00231"	"PA"	"Edgewood, Borough of	", 6.00, 520207.00

"PA00232",	"PA",	"Glassport, Borough of	",	6.00,	217095.00
"PA00233",	"PA",	"Hampton, Township of	",	0.10,	3029.00
"PA00234",	"PA",	"McCandless Police Department	",	1.00,	75000.00
"PA00235",	"PA",	"Moon, Township of	",	4.00,	300000.00
"PA00236",	"PA",	"Munhall, Borough of	",	0.80,	40376.00
"PA00237",	"PA",	"Pittsburgh Housing Authority, City of	",	0.00,	86330.00
"PA00239",	"PA",	"North Versailles, Township of	",	3.00,	225000.00
"PA00240",	"PA",	"Robinson, Township of	",	1.00,	75000.00
"PA00242",	"PA",	"Shaler, Township of	",	0.60,	15000.00
"PA00243",	"PA",	"Stowe, Township of	",	3.00,	216398.00
"PA00244",	"PA",	"Swissvale Police Department	",	1.00,	75000.00
"PA00246",	"PA",	"West Homestead, Borough of	",	8.10,	497122.00
"PA00247",	"PA",	"West Mifflin, Borough of	",	2.80,	185308.00
"PA00248",	"PA",	"Aspinwall, Borough of	",	1.00,	75000.00
"PA00253",	"PA",	"Brackenridge, Borough of	",	1.00,	66912.00
"PA00254",	"PA",	"Braddock Hills, Borough of	",	2.50,	148967.00
"PA00257",	"PA",	"Castle Shannon, Borough of	",	1.00,	74812.00
"PA00262",	"PA",	"Dravosburg Police Department	",	1.00,	49970.00
"PA00266",	"PA",	"Elizabeth, Borough of	",	2.50,	172326.00
"PA00268",	"PA",	"Etna Police Department	",	0.30,	8400.00
"PA00269",	"PA",	"Fox Chapel Borough	",	0.30,	7875.00
"PA00270",	"PA",	"Franklin Park Police Department	",	1.00,	75000.00
"PA00275",	"PA",	"Jefferson, Borough of	",	2.00,	150000.00
"PA00280",	"PA",	"Oakdale Police Department	",	1.50,	69687.00
"PA00283",	"PA",	"Pitcairn Police Department	",	2.80,	166635.00
"PA00285",	"PA",	"Plum, Borough of	",	3.70,	242149.00
"PA00286",	"PA",	"Port Vue, Borough of	",	3.00,	212742.00
"PA00290",	"PA",	"Sharpsburg, Borough of	",	1.00,	75000.00
"PA00294",	"PA",	"Verona, Borough of	",	3.00,	192214.00
"PA00295",	"PA",	"Versailles Police Department	",	1.00,	64048.00
"PA00299",	"PA",	"Whitaker, Borough of	",	0.80,	18288.00
"PA00301",	"PA",	"Apollo, Borough of	",	2.70,	39847.00
"PA00313",	"PA",	"Gilpin, Township of	",	0.50,	34253.00
"PA00322",	"PA",	"East Franklin, Township of	",	1.00,	64711.00
"PA003ZZ",	"PA",	"Amtrak Police Department	",	10.00,	750000.00
"PA00401",	"PA",	"Aliquippa, City of	",	7.80,	659523.00
"PA00402",	"PA",	"Ambridge Police Department	",	12.70,	763200.00
"PA00405",	"PA",	"Beaver Falls, City of	",	1.00,	75000.00
"PA00406",	"PA",	"Midland, Borough of	",	4.10,	238837.00
"PA00407",	"PA",	"Rochester Police Department	",	7.30,	470076.00
"PA00408",	"PA",	"Baden Police Department	",	0.00,	99995.00
"PA00414",	"PA",	"Hopewell, Township of	",	5.00,	373716.00
"PA00415",	"PA",	"Monaca, Borough of	",	4.00,	197415.00
"PA00416",	"PA",	"New Brighton Area Police Department	",	2.70,	105000.00
"PA00420",	"PA",	"Conway Police Department	",	1.00,	69664.00
"PA00424",	"PA",	"Industry, Borough of	",	3.00,	169881.00
"PA00438",	"PA",	"New Sewickley, Township of	",	1.50,	20719.00
"PA00439",	"PA",	"South Beaver, Township of	",	1.00,	69787.00
"PA00441",	"PA",	"Potter, Township of	",	4.20,	178940.00
"PA00501",	"PA",	"Bedford, Borough of	",	1.00,	67209.00
"PA00602",	"PA",	"Boyertown, Borough of	",	1.00,	75000.00
"PA00603",	"PA",	"Cumru, Township of	",	0.10,	2789.00
"PA00604",	"PA",	"Exeter, Township of	",	5.60,	390656.00
"PA00606",	"PA",	"Hamburg, Borough of	",	1.70,	43423.00
"PA00608",	"PA",	"Kutztown, Borough of	",	3.50,	186857.00
"PA00610",	"PA",	"Leesport, Borough of	",	0.90,	21405.00
"PA00613",	"PA",	"Muhlenberg, Township of	",	2.90,	123248.00
"PA00614",	"PA",	"Reading, City of	",	15.00,	1125000.00
"PA00616",	"PA",	"Shillington, Borough of	",	3.00,	225000.00
"PA00618",	"PA",	"Spring, Township of	",	1.00,	75000.00

"PA00621",	"PA",	"West Reading Police Department	",	2.00,	150000.00
"PA00622",	"PA",	"Wyomissing, Borough of	",	1.00,	75000.00
"PA00624",	"PA",	"Caernarvon, Township of	",	1.50,	100469.00
"PA00625",	"PA",	"Colebrookdale, Township of	",	2.40,	43872.00
"PA00629",	"PA",	"Robeson, Township of	",	3.00,	225000.00
"PA00631",	"PA",	"Bern, Township of	",	1.10,	26250.00
"PA00632",	"PA",	"Bernville, Borough of	",	0.40,	5363.00
"PA00634",	"PA",	"Douglass, Township of	",	5.50,	365742.00
"PA00636",	"PA",	"Lower Heidelberg, Township of	",	1.00,	75000.00
"PA00639",	"PA",	"Shoemakersville Police Department	",	1.90,	80619.00
"PA00641",	"PA",	"Northeastern Berks Regional Police Department	",	1.00,	75000.00
"PA00650",	"PA",	"Amity, Township of	",	4.70,	314170.00
"PA00656",	"PA",	"Upper Bern Police Department	",	1.00,	75000.00
"PA00702",	"PA",	"Hollidaysburg, Borough of	",	1.00,	75000.00
"PA00703",	"PA",	"Logan, Township of	",	1.00,	75000.00
"PA00706",	"PA",	"Roaring Spring, Borough of	",	1.50,	87214.00
"PA00707",	"PA",	"Allegheny, Township of	",	1.00,	75000.00
"PA00709",	"PA",	"Martinsburg Police Department	",	1.00,	39453.00
"PA00714",	"PA",	"Pennsylvania State University at Altoona	",	1.00,	75000.00
"PA00801",	"PA",	"Athens, Borough of	",	1.00,	66802.00
"PA00803",	"PA",	"Sayre Police Department	",	1.00,	74805.00
"PA00807",	"PA",	"South Waverly, Borough of	",	1.50,	98442.00
"PA00808",	"PA",	"Athens, Township of	",	1.00,	75000.00
"PA00901",	"PA",	"Bensalem, Township of	",	18.00,	487500.00
"PA00902",	"PA",	"Bristol Borough Police Department	",	2.00,	103065.00
"PA00903",	"PA",	"Bristol, Township of	",	2.00,	160000.00
"PA00907",	"PA",	"Lower Makefield, Township of	",	5.00,	375000.00
"PA00908",	"PA",	"Lower Southampton, Township of	",	7.00,	418529.00
"PA00909",	"PA",	"Middletown, Township of	",	5.10,	278155.00
"PA00910",	"PA",	"Morrisville Police Department	",	1.00,	56841.00
"PA00911",	"PA",	"New Hope, Borough of	",	2.00,	187500.00
"PA00913",	"PA",	"Northampton, Township of	",	1.00,	75000.00
"PA00915",	"PA",	"Perkasie, Borough of	",	1.00,	75000.00
"PA00916",	"PA",	"Quakertown, Borough of	",	1.00,	75000.00
"PA00917",	"PA",	"Pennridge Regional Police Department	",	1.00,	75000.00
"PA00920",	"PA",	"Upper Southampton, Township of	",	2.00,	150000.00
"PA00922",	"PA",	"Yardley, Borough of	",	2.00,	128750.00
"PA00923",	"PA",	"Upper Makefield, Township of	",	2.00,	150000.00
"PA00926",	"PA",	"Chalfont, Borough of	",	1.00,	75000.00
"PA00927",	"PA",	"Doylestown, Township of	",	1.00,	75000.00
"PA00929",	"PA",	"Hilltown, Township of	",	5.80,	439941.00
"PA00932",	"PA",	"New Britain, Township of	",	1.00,	75000.00
"PA00936",	"PA",	"Warwick, Township of	",	16.80,	476250.00
"PA00943",	"PA",	"Plumstead, Township of	",	2.00,	150000.00
"PA00945",	"PA",	"Warrington, Township of	",	2.00,	150000.00
"PA00947",	"PA",	"Buckingham, Township of	",	3.00,	225000.00
"PA00951",	"PA",	"Tinicum, Township of	",	1.00,	75000.00
"PA009ZZ",	"PA",	"Laflin, Borough of	",	2.50,	158945.00
"PA01001",	"PA",	"Butler Police Department	",	1.00,	75000.00
"PA01007",	"PA",	"Evans City, Borough of	",	1.00,	75000.00
"PA01012",	"PA",	"Cranberry, Township of	",	1.00,	75000.00
"PA01018",	"PA",	"Buffalo, Township of	",	2.00,	86487.00
"PA01022",	"PA",	"Jackson, Township of	",	1.00,	75000.00
"PA010ZZ",	"PA",	"Newberry, Township of	",	3.20,	101205.00
"PA01104",	"PA",	"Johnstown Police Department	",	3.00,	225000.00
"PA01105",	"PA",	"Richland, Township of	",	1.00,	75000.00
"PA01107",	"PA",	"Cresson Borough Police Department	",	1.00,	42941.00
"PA01108",	"PA",	"Dale, Borough of	",	1.00,	33615.00
"PA01109",	"PA",	"East Conemaugh, Borough of	",	1.00,	40203.00
"PA01112",	"PA",	"Nanty Glo, Borough of	",	2.00,	107496.00

"PA01143",	"PA",	"Northern Cambria Regional Police Department	",	2.00,	145365.00
"PA01150",	"PA",	"Susquehanna, Township of	",	1.00,	51630.00
"PA01152",	"PA",	"Adams, Township of	",	1.00,	75000.00
"PA01156",	"PA",	"Vintondale, Borough of	",	2.00,	66606.00
"PA011ZZ",	"PA",	"Springfield, Township of	",	1.00,	75000.00
"PA01303",	"PA",	"Lansford Police Department	",	2.00,	150000.00
"PA01306",	"PA",	"Summit Hill Police Department	",	1.00,	82054.00
"PA013ZZ",	"PA",	"North Wales Police Department	",	1.00,	75000.00
"PA01401",	"PA",	"Bellefonte Police Department	",	1.00,	75000.00
"PA01402",	"PA",	"Philipsburg, Borough of	",	1.00,	55855.00
"PA01403",	"PA",	"State College, Borough of	",	4.00,	300000.00
"PA01407",	"PA",	"Ferguson, Township of	",	2.60,	160493.00
"PA01411",	"PA",	"Pennsylvania State University	",	2.00,	150000.00
"PA014ZZ",	"PA",	"Upper Perk Police District	",	1.00,	75000.00
"PA01501",	"PA",	"Coatesville Police Department	",	13.30,	912595.00
"PA01503",	"PA",	"Easttown, Township of	",	0.60,	14512.00
"PA01504",	"PA",	"East Whiteland, Township of	",	1.00,	56184.00
"PA01505",	"PA",	"Kennett Square, Borough of	",	1.00,	75000.00
"PA01506",	"PA",	"Malvern, Borough of	",	1.50,	31938.00
"PA01509",	"PA",	"Parkesburg, Borough of	",	2.00,	148453.00
"PA01510",	"PA",	"Phoenixville, Borough of	",	2.00,	150000.00
"PA01512",	"PA",	"Tredyffrin, Township of	",	6.80,	154620.00
"PA01513",	"PA",	"West Chester, Borough of	",	4.00,	397347.00
"PA01518",	"PA",	"Atglen-West Sadsbury Police Department	",	5.00,	358001.50
"PA01521",	"PA",	"East Fallowfield, Township of	",	1.50,	102327.00
"PA01522",	"PA",	"Schuylkill, Township of	",	2.50,	181972.00
"PA01523",	"PA",	"South Coatesville, Borough of	",	3.00,	186769.00
"PA01525",	"PA",	"Upper Uwchlan, Township of	",	1.00,	75000.00
"PA01527",	"PA",	"Westtown and East Goshen Police Department	",	1.00,	75000.00
"PA01528",	"PA",	"Uwchlan, Township of	",	2.00,	150000.00
"PA01535",	"PA",	"New Garden, Township of	",	3.00,	199461.75
"PA01540",	"PA",	"West Whiteland, Township of	",	1.00,	75000.00
"PA01549",	"PA",	"East Brandywine, Township of	",	1.50,	106313.00
"PA01555",	"PA",	"West Brandywine, Township of	",	1.00,	110943.00
"PA01601",	"PA",	"Clarion Borough Police Department	",	0.30,	8201.00
"PA016ZZ",	"PA",	"Elk Lick, Township of	",	1.00,	17903.00
"PA01701",	"PA",	"Clearfield, Borough of	",	1.00,	75000.00
"PA01708",	"PA",	"Sandy, Township of	",	1.00,	75000.00
"PA018ZZ",	"PA",	"Pocono Mountain Regional Police Department	",	3.00,	225000.00
"PA01905",	"PA",	"Briar Creek, Township of	",	1.00,	20239.00
"PA01908",	"PA",	"Scott, Township of	",	1.00,	75000.00
"PA01911",	"PA",	"Briar Creek, Township of	",	0.80,	2625.00
"PA019ZZ",	"PA",	"Silver Lake Police Department	",	2.00,	87021.00
"PA02002",	"PA",	"Titusville Police Department	",	3.00,	224426.25
"PA02007",	"PA",	"Conneautville Police Department	",	1.00,	58476.00
"PA02101",	"PA",	"Camp Hill, Borough of	",	1.50,	112500.00
"PA02103",	"PA",	"East Pennsboro Police Department	",	7.70,	441750.00
"PA02104",	"PA",	"Hampden, Township of	",	1.00,	75000.00
"PA02106",	"PA",	"Lower Allen, Township of	",	1.00,	80000.00
"PA02109",	"PA",	"Mid-Cumberland Valley Regional Police Department	",	0.50,	13596.00
"PA02111",	"PA",	"West Fairview, Borough of	",	0.50,	20100.00
"PA02113",	"PA",	"Middlesex Township	",	2.40,	34769.00
"PA02114",	"PA",	"Mt. Holly Springs	",	1.00,	75000.00
"PA02117",	"PA",	"Silver Spring Township	",	3.70,	39229.00
"PA02119",	"PA",	"Newville, Borough of	",	2.00,	70578.00
"PA021ZZ",	"PA",	"Wright, Township of	",	2.00,	150000.00
"PA02201",	"PA",	"Elizabethville, Borough of	",	0.80,	15803.00
"PA02202",	"PA",	"Harrisburg Bureau of Police	",	14.00,	1050000.00
"PA02203",	"PA",	"Hummelstown, Borough of	",	1.00,	75000.00
"PA02204",	"PA",	"Lower Paxton, Township of	",	1.00,	75000.00

"PA02207",	"PA",	"Steelton, Borough of	",	9.40,	678816.00
"PA02208",	"PA",	"Susquehanna, Township of	",	3.00,	225000.00
"PA02211",	"PA",	"Lykens, Borough of	",	0.10,	2790.00
"PA02212",	"PA",	"Millersburg, Borough of	",	1.40,	83695.00
"PA02213",	"PA",	"Penbrook Police Department	",	1.00,	96354.00
"PA02227",	"PA",	"Dauphin, Borough of	",	1.00,	25110.00
"PA022ZZ",	"PA",	"Economy, Borough of	",	2.00,	149996.00
"PA02301",	"PA",	"Aston, Township of	",	1.00,	75000.00
"PA02303",	"PA",	"Brookhaven Police Department	",	1.50,	113394.00
"PA02304",	"PA",	"Chester Police Department	",	18.20,	1055975.00
"PA02308",	"PA",	"Darby Police Department	",	1.00,	75000.00
"PA02312",	"PA",	"Folcroft Police Department	",	1.00,	75000.00
"PA02314",	"PA",	"Haverford, Township of	",	2.00,	150000.00
"PA02317",	"PA",	"Marple, Township of	",	1.00,	75000.00
"PA02318",	"PA",	"Media, Borough of	",	1.00,	75000.00
"PA02320",	"PA",	"Marcus Hook, Borough of	",	2.00,	150000.00
"PA02321",	"PA",	"Morton, Borough of	",	1.00,	75000.00
"PA02322",	"PA",	"Nether Providence, Township of	",	3.00,	10500.00
"PA02323",	"PA",	"Newtown, Township of	",	1.00,	75000.00
"PA02334",	"PA",	"Trainer, Borough of	",	6.10,	343775.00
"PA02336",	"PA",	"Upper Chichester, Township of	",	3.90,	197550.00
"PA02337",	"PA",	"Upper Darby	",	2.00,	150000.00
"PA02339",	"PA",	"Yeadon, Borough of	",	1.00,	75000.00
"PA02340",	"PA",	"Aldan Police Department	",	2.00,	113735.00
"PA02403",	"PA",	"St. Marys, City of	",	2.20,	104899.00
"PA024ZZ",	"PA",	"Mid-Cumberland Valley Regional Police Department	",	2.50,	138821.00
"PA02501",	"PA",	"Corry, City of	",	1.00,	75000.00
"PA02502",	"PA",	"Erie, City of	",	9.60,	113453.00
"PA02503",	"PA",	"Millcreek, Township of	",	2.00,	150000.00
"PA02505",	"PA",	"Wesleyville, Borough of	",	1.00,	67384.00
"PA02506",	"PA",	"Lawrence Park, Township of	",	1.00,	75000.00
"PA02509",	"PA",	"Edinboro, Borough of	",	4.00,	385434.84
"PA02511",	"PA",	"Girard Boro Police Department	",	1.00,	75000.00
"PA02512",	"PA",	"Lake City	",	1.50,	86668.00
"PA02601",	"PA",	"Brownsville Police Department	",	2.50,	153466.00
"PA02602",	"PA",	"Connellsville Police Department	",	1.00,	72798.00
"PA02603",	"PA",	"Uniontown Police Department	",	1.00,	72429.00
"PA02604",	"PA",	"Belle Vernon Police Department	",	3.00,	152969.00
"PA02605",	"PA",	"Masontown Police Department	",	1.00,	75000.00
"PA02610",	"PA",	"Dunbar, Borough of	",	0.20,	2250.00
"PA026ZZ",	"PA",	"Great Bend Municipal Police Department	",	1.00,	60803.00
"PA02801",	"PA",	"Chambersburg, Borough of	",	4.00,	300000.00
"PA02804",	"PA",	"Mercersburg, Borough of	",	1.00,	53856.00
"PA02806",	"PA",	"Washington, Township of	",	3.00,	225000.00
"PA030ZZ",	"PA",	"Delmont, Borough of	",	1.00,	71840.00
"PA03102",	"PA",	"Mt. Union Police Department	",	1.00,	63445.00
"PA031ZZ",	"PA",	"Clifford, Township of	",	1.00,	26273.00
"PA03201",	"PA",	"Blairsville Police Department	",	1.60,	4440.00
"PA03207",	"PA",	"Saltsburg Police Department	",	1.00,	29677.00
"PA03307",	"PA",	"Sykesville Police Department	",	1.50,	79179.00
"PA03501",	"PA",	"Carbondale, City of	",	5.80,	230638.00
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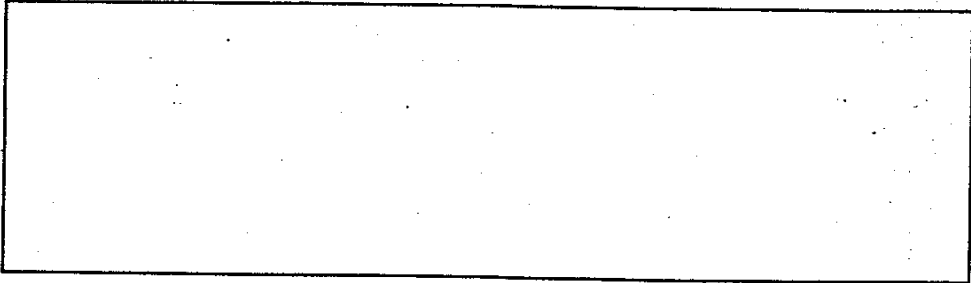
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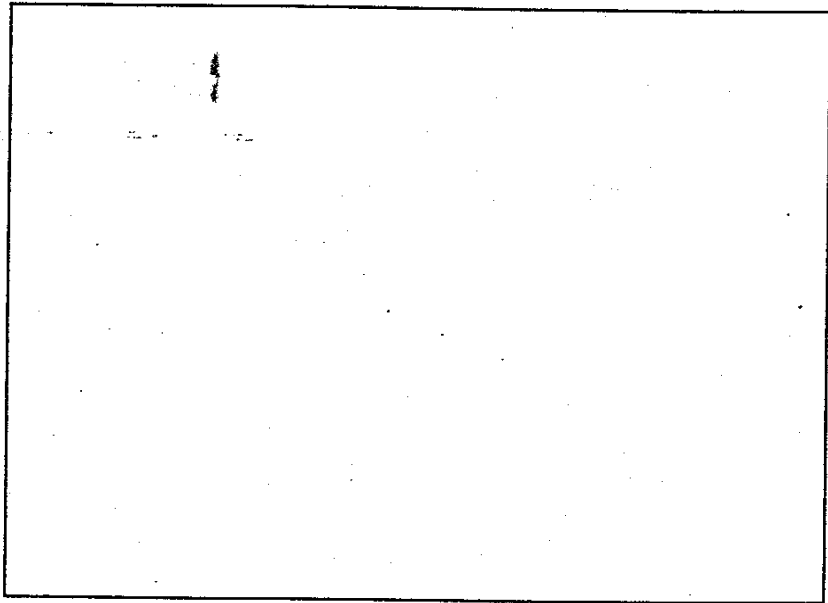


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**REGIONAL POLICE SERVICES**  
**IN PENNSYLVANIA**



**REGIONAL  
POLICE  
SERVICES IN  
PENNSYLVANIA**



COMMONWEALTH OF PENNSYLVANIA TOM RIDGE, GOVERNOR

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# 1. Introduction

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## History of Municipal Police Consolidation

The thought of consolidating municipal police agencies as an alternative to solving many administrative and operational problems has been considered for many years in the state and nation. On the surface, the concept appears especially appropriate for the Commonwealth of Pennsylvania since there are currently nearly 1,300 municipal police departments in the state. This is an exceptional number when compared to most other states which get along with three or four hundred.

Although the concept was present and operational in many parts of the country many years earlier, the consolidation of local police services was a major recommendation of the President's Commission on Law Enforcement and Administration of Justice 1967 report *The Challenge of Crime in a Free Society*.

In 1973, the National Advisory Commission on Criminal Justice Standards and Goals recommended the consolidation of police departments of less than ten full-time sworn officers. Two years later, in December 1975, Pennsylvania adopted as one of its many standards and goals for the improvement of police services in the Commonwealth, Standard 6.4 which deals with police consolidation. Standard 6.4 states in part that "where appropriate to do so, police departments should consolidate for improved efficiency or effectiveness, but in no case should an individual agency member lose salary or status as a result of such consolidation." The standard further indicates in its text that every local government and every local police agency should study the possibilities of combined and contract police services and where appropriate implement such services.

Without regard to the support for police consolidation just discussed, elected officials in Pennsylvania are seriously considering this approach to solving many of the problems associated with providing municipal police services. Continuously rising costs and increasing complexity force municipal officials to consider other methods of providing police services at a higher level of efficiency. A reduction in funding at the federal and state level have placed additional pressure on elected officials to scrutinize all the services they provide, including law enforcement. As of July, 1995 there are 122 regional police agencies in Pennsylvania, most of which have developed in the past ten years. Listings of those

agencies and participating municipalities are included in the appendix.

## Alternative Methods of Providing Police Services

**Traditional Method.** Police services may be provided in political subdivisions in the Commonwealth in several ways. In most of the 2,571 political subdivisions, the municipality establishes its police department, staffs and equips it, and gives it the legal responsibility for providing police services and law enforcement. This would be considered the classical or traditional method.

**Centralized Support Services/Decentralized Patrol.** Centralization of support services provides for consolidating records, communications, investigations, recruitment and other personnel functions but leaves the patrol and traffic functions to individual political subdivisions. There are many examples of centralized support services in Pennsylvania in the form of countywide communications systems and regional records systems. This method could be considered a hybrid of the traditional method and consolidated police services. In most instances, this method cannot be given serious consideration as a cost reducing method since support services do not relate directly to the patrol force which is the most costly police function.

**Contracted Police Services.** Contracting police services is the most common method of regionalized police service in the state. Police services are provided by *Community A* to *Community B* for a mutually agreed upon dollar amount based upon certain cost factors. This method often develops when a political subdivision that provides no police services realizes the need and negotiates a contract or agreement with a neighboring community to provide police services. At other times, municipalities have chosen to abolish their existing police departments and purchase police services from another police agency. This method will be addressed in greater detail in later sections of this manual.

**Consolidated Police Services.** Consolidation of police services requires the abolishment of political subdivision boundaries for police services and the unification of existing police forces into one regional police department. The distinctive characteristic of this method of policing is the operation of the police agency outside the direct control of

any one single municipality. The police department is responsible to a policy board or police commission consisting of elected officials from each participating municipality. This board appoints the chief, evaluates the chief's performance, sets policies and adopts the budget. This is the method of municipal policing that this manual is primarily intended to address.

## Consolidation Issues

Intergovernmental cooperation in municipal policing is probably more difficult to achieve than it is in any other area of municipal services. Cooperative agreements in solid waste disposal, sewage treatment, recreation, water services, purchasing and other services are commonplace throughout Pennsylvania. In most instances, the complete consolidation of the service takes place. However, until recently, elected officials have been reluctant to go the whole way in municipal policing.

The President's Commission on Law Enforcement and Administration of Justice *Task Force Report on Police* states that "The political and social pressures linked to the desire for local self-government offer the most significant barrier to the coordination and consolidation of police services."

The desire for local self-government is probably a barrier to police consolidation, but there is some question as to it being the most significant. The Department of Community Affairs, Bureau of Local Government Services, Municipal Consulting Services Division (through its police consulting services program) has been continuously involved in the issues of police consolidation since 1972. The department's efforts in this area indicate that there are many other areas of concern about consolidated police services.

Police officers involved are often unconvinced that they will not suffer some personal loss or diminished opportunity as a result of the merger.

Citizens are often unsure of what will actually result. It is not easy to convince citizens that regional police forces are self governing and that taking the community's name off their police cars, changing the location of police headquarters, or changing the telephone numbers do not make the police units alien or unresponsive to the communities the agencies serve. Therefore, it is often difficult to determine if public officials have firm support from their constituents to consolidate police forces.

It is difficult to satisfactorily address the question of whether or not services will improve. While it seems obvious on the surface that the coordination of area po-

licing efforts will result in improved efficiency, it has been difficult to document this to the satisfaction of those concerned.

Without doubt, there are other problems associated with police consolidation which surface from time to time depending upon the community or area. However, increasing costs and demands for a fair return for the tax dollar spent tend to make what were large problems appear smaller.

## Legal Authority For Police Consolidation

Section 5 of Article IX of the Constitution of the Commonwealth of Pennsylvania serves as a legal and constitutional basis for consolidation of police services in the state. Section 5 of Article IX states as follows:

A municipality by act of its governing body may, or upon being required by initiative and referendum in the area affected shall, cooperate or agree in the exercise of any function, power or responsibility with, or delegate or transfer any function, power or responsibility to, one or more other governmental units including other municipalities or districts, the federal government, any other state or its governmental units, or any newly created governmental unit.

Act 180 as passed by the General Assembly and signed into law by the Governor on July 12, 1972, serves as the enabling legislation that makes cooperation and consolidation of public services in the Commonwealth a legal process.

Contained in the Act are the provisions for initiating the cooperation and identification of the necessary contents of the agreement. Act 180 is included in its entirety in the appendix of this manual.

Section 1202, Clauses 34 and 35 of the Borough Code; Section 1502, Clauses LIII and LIV of the First Class Township Code; and Section 702, Clause XL of the Second Class Township Code also bestow authority upon municipal governments to enter into agreements for the purpose of intergovernmental cooperation. Section 702, Clause XLIII, of the Second Class Township Code additionally authorizes and provides for the policing of portions of townships and defines the procedure for doing so. This authority makes it possible for townships to enter into agreements to police only certain areas where, because of a higher density of population or a higher property value (business district), policing is necessary.

## **Advantages of Police Consolidation or Regional Police Services**

There are several specific advantages to police consolidation which may or may not result depending upon the administrative policy established for the operation of the police agency, the existing geographic and social conditions of the area, the organization and structure of the newly created police agency and the procedures used in implementation. Basically, the advantages are the following:

**Improvement in the Uniformity and Consistency of Police Enforcement.** Policy, regulations and local law governing police practices and performance often vary greatly from community to community. The implementation of a consolidated or regional police force requires the establishment of uniform policies and regulations covering administrative and field operations. For example, the policy of high speed pursuits is made uniform through the service area.

**Improvements in the Coordination of Law Enforcement Services.** It is not uncommon within any given area of Pennsylvania for five or six police officers to be investigating a series of criminal offenses all committed by the same person when the investigation could be handled by one officer. They must do so simply because the offenses are committed in different political subdivisions. It is also not uncommon for each of those five or six municipal police agencies to maintain their own radio dispatch systems, records system and other support services when one would be sufficient. Consolidation improves coordination of police efforts.

**Improvement in the Distribution and Deployment of Police Personnel.** Police personnel should be assigned to duty according to the highs and lows of police activity. If forty percent of the crime and police activity occurs during a particular period of time each day (on average), forty percent of the police patrol force should be working during that time. In a police department employing five police officers, little more can be accomplished than simply placing one officer on duty each shift of the day. Therefore, in an area where there are five or six small police departments with the need to have at least one officer on duty at all times, five or six officers may be patrolling an area that could be adequately covered by one or two during that time of the day. Merging of police departments through consolidation results in a better use of police personnel.

**Improvement in Training and Personnel Efficiency.** Providing proper and necessary police training can be very difficult in smaller police agencies. Sending an officer to police training sessions often means

not providing police patrol during certain periods of the day. Therefore, exposure to necessary training often does not occur. Properly trained police officers are much more efficient in their work and a higher quality police service results. Consolidating police services opens the door to improving training and efficiency.

**Improved Police Management and Supervision.** Because of limitations in time and personnel, police chiefs in smaller police departments often function in the capacity of a patrol officer and are unable to devote the necessary effort to developing sound management systems. Therefore, developing and implementing procedures which would result in maximum productivity and return of the tax dollar spent are often placed in the background. Experience has shown that increased efficiency in police department management has been a positive result from regional police programs.

**Reduced Costs.** The cost of providing police services is lower in communities served by consolidated police agencies. This was established in a Department of Community Affairs study of the ten consolidated police departments existing in Pennsylvania in 1988-89. Nine of the ten consolidated departments operated at an average twenty-four percent lower cost when compared to nearby traditional police agencies serving communities comparable to those served by the consolidated department. Lower costs result from the need for fewer officers (the ratio of police officers to population in the 24 consolidated police departments existing in 1995 was 1.04 officers per 1,000 population while the state average ranged from 1.3 to 2.7 officers per 1,000 depending on the region of the state), fewer vehicles, fewer ranking positions and fewer police headquarters facilities.

**Improved Career Enhancement Opportunities for Police Officers.** The larger police agencies resulting from police consolidation provide greater opportunities for police officers to receive a wider range of training and opportunities to specialize in such areas as criminal investigation, youth services, traffic enforcement, and crime prevention activities. The potential for advancement and higher salaries is also greater in consolidated departments.

## **Negative Factors Involved in Police Consolidation**

Arguments against consolidation of municipal police service are basically the same, regardless of the manner in which the police agency is developed or the geographic conditions and social makeup of the area.

**Loss of Local Nonenforcement Services.** Police officers in Pennsylvania and elsewhere in the country per-



form many duties which cannot really be considered police functions but are often very much a part of the job of a police officer in the community. Collecting monies from parking meters, delivering messages and communications for other municipal officials, raising and lowering the flag, running errands, and issuing licenses and permits are some of them. Consequently, when police consolidation takes place these services are usually discontinued and the municipality must look for other ways of performing them. However, most soon find performing them with nonuniformed employees to be more cost effective.

**Loss of Local Control.** In the traditional law enforcement situation where the municipality creates and maintains its own police agency, the entire governing body is often directly involved in the day-to-day operations of the police agency. Public safety or police committees often exist which establish policy, oversee budgeting and control finances. In some municipalities, a member of the governing body is designated *Police Commissioner* and is delegated the responsibility of overseeing the operation of the police department. In

boroughs, this responsibility is placed upon the mayor by state law. In consolidated or regional police departments, the municipality appoints one or more of its elected officials to a Regional Police Board or Police Commission which is responsible for the effective operation of the police agency. The municipality's representative(s) is its liaison to the police department through which all communications flow. Each community's control over the police department is diluted by the necessity to get general agreement on policies and finances.

**Loss of Citizen Contact.** Consolidating police departments often means a transfer of personnel from one jurisdiction to another because of a need to reestablish patrol zones and districts. Therefore, sometimes an attitude develops that the citizens of a participating municipality will not have as close a relationship with the police department. However, if this does occur it will be temporary and only exist until such time as police officers become acquainted with the area. This would be overcome as quickly as it takes a new officer on any police agency to adjust to a new patrol zone.

## 2. Preliminary Feasibility Considerations

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Once it has been decided that there may be something to be gained through consolidated or regional police service, it will be necessary to determine if the existing conditions make attempting it feasible. (Although determining the practicality of consolidated police services is difficult, there are several basic areas which can be reviewed by elected officials that serve as indicators of whether or not it will work). Gathering the information needed to assess conditions in each of these areas can be time consuming, particularly when one is unsure of just what information is necessary. Included in the appendix of this manual is a *Law Enforcement Survey Questionnaire* which is designed to develop statistical information about the municipality and its police agency. This survey form may be completed by each municipality to serve as a data base to determine feasibility. The information will also be useful in developing a plan for consolidation should a positive determination be made.

### General Conditions

**Existing Intergovernmental Cooperation.** One of the best indicators of whether or not a consolidated or regional police agency will be accepted within a certain area is the degree to which government cooperation has occurred in the past. If recreation, public works or other municipal services have been consolidated, it is very possible that the concept has proven itself. However, school systems should not be included since their consolidation was mandated by state law. Also, the fact that consolidated services are not present should not always be received negatively, since the need to consolidate other services may not have existed.

**Geographic Conditions.** In most areas of the Commonwealth, the geographic conditions will not present a problem and will not have to be considered. In limited situations, however, rivers, mountains and the location of one municipality relative to another represent particular problems. Areas which are accessible by only one highway (or where it is necessary because of terrain to skirt large areas) make patrol difficult. Patrolling through municipalities which are not participants in the consolidated agency is legally permissible although it is not desirable. If such conditions do exist, the ability to effectively patrol and respond to incidents and requests

for service should be the measure used to determine whether to proceed.

**Demographic Characteristics.** Areas which are homogeneous in nature adapt more easily to consolidated police services. Policing needs and situations which are the same from community to community require little adjustment on the part of the police agency. On the other hand, it is most difficult for a police department that has always serviced a residential community to suddenly become responsible for policing an industrial or commercial complex which has a high volume of non-resident traffic. The adjustment will eventually take place but at a slower rate. Vast differences in age of residents, income levels and social climate also require different methods and procedures in policing.

### Police Service Considerations

**Adaptability of Police Department Operating Conditions.** Major differences among existing police departments in fringe benefits and working conditions present obstacles to consolidation of police services. Excessive differences make it difficult to compromise and arrive at a personnel package that is acceptable to all communities.

**Attitude of Police Officials.** The success or failure of an effort to consolidate police departments may well depend upon the attitudes of the police officers affected by the consolidation. There will be those strongly in favor of the move and others who will be strongly opposed. Most officers will probably keep an open mind and want answers to many questions before they make a decision. In some communities, police officers are able to influence a large number of people including elected officials. People tend to be more attentive to the opinions of police officers since they are the group most affected by the move. The elected officials of an area considering a consolidated police department have an obligation to deal with the issues raised by police officers in an objective fashion. They must answer the questions relating to what will occur when the consolidation takes place. If the plan is sound, it will most likely be supported by the majority of police officers. Appendix B of this manual includes examples of the types of questions most often raised by police officers, elected officials and the citizens of the community.

## Public Opinion

Experience has shown that the citizens of any community basically want a police service that:

- Provides an atmosphere of personal safety and protection of property with a reasonable expectation of police intervention when a problem arises.
- An expectation that police will respond rapidly to any requests for police services.
- When a crime is committed, the expectation that the police will respond and institute a process of recording, investigating and solving the criminal offense.

For police service, most citizens of the political subdivisions of the Commonwealth are willing to pay a reasonable price in the form of taxes. In considering a consolidated police department, a percentage of the citizens of the community will obviously feel that the service they are presently receiving meets their expectations at a reasonable cost, while others will not.

Some elected officials feel they know how the majority of their constituents feel about consolidation while others are of the opinion that they were elected to represent the citizens and it is their judgment that is important. Regardless of the attitude of the elected officials representing a community considering regional police service, it is important to know the opinions of the citizens. Some attempt should be made to assess that opinion specifically as it relates to the cost and efficiency of existing police service as opposed to a consolidated police agency.

Depending upon how they are handled, public opinion surveys can be costly and involved or relatively simple and inexpensive. The most important factor, of course, is assuring that the questions used actually measure what is intended. Civic organizations, and other community groups are sometimes willing to conduct such surveys as community projects. Schools may also be willing to assist and, depending upon the area, colleges and universities are sometimes willing to conduct such surveys for the student learning experience involved. These methods of assessing public opinion are usually inexpensive or totally cost free. On the other hand, hiring a consulting agency to conduct the survey can be expensive.

Another option available to assess the attitude of the citizens, though limited to a *yes* or *no* response, is the placing of the question on the election ballot. This procedure as it relates to police consolidation is covered in Act 180 of 1972, the Intergovernmental Cooperation Act, which is included in the appendix.

It is necessary that the elected officials considering consolidation have an *accurate* assessment of public opinion and not be overly influenced by those who have a direct interest. Elected officials in authority positions who stand to lose that authority through the abolishment of the police department often are very vocal, as are police chiefs in the same situation. Other persons who have strong feelings against consolidation, as well as those who strongly favor it, can also be adamant in their positions.

### 3. Basic Steps for Assessing Feasibility and Developing Plan

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#### Appointment of a Regional Police Study Committee

The first step of any process to determine the feasibility of and to develop a plan for a consolidated or regional police force should be to establish the oversight unit. This is accomplished by each municipal governing body appointing one or more of its members to a Regional Police Study Committee. Other persons, including persons from the professions, business, industry, government or other citizens may also be appointed to the committee, but at least one elected official should represent each government. This tends to give official sanction to the work of the committee and permits easier access to the police and municipal information that will be needed by the committee.

The basic tasks of the committee are normally to (1) determine the specific procedure to be used in undertaking the study; (2) gather the data and information that will be necessary from each municipality and its police agency (if one exists); (3) analyze the data and information and from that analysis determine the feasibility of regional police service and precisely what method of regional policing (centralized support services, contract or purchase of services, or consolidation of police agencies) would be most appropriate; and (4) establish the procedure and timetable for implementation.

The Regional Police Study Committee serves in the capacity of an advisory board and participating municipalities are not bound by the findings or recommendations of the committee. Committee members should elect a chairperson from their membership and any other officers they find appropriate. The committee may seek the assistance and advice of persons knowledgeable in various aspects of regional police services. The assistance of the Department of Community Affairs' police consulting services program is available upon request. The committee may also choose to review the operation of an existing regional police agency to gain an understanding of how it works on a first hand basis.

The study committee should seek to build community consensus by opening their process to the public and seeking the maximum possible coverage in the local media. Questions about a regional police proposal should be heard and the answers made available to the public at large.

#### Determining Study Procedure

The mechanics of how the study will be conducted as well as the timing of the work and its completion are extremely important to the study's success. The committee should seek answers to the following:

1. How will we proceed with the information gathering process?
2. In addition to the information secured through the use of the Department of Community Affairs' questionnaire (see appendix A), what other information will be necessary?
3. Will a public opinion survey be necessary and, if so, how will we conduct it?
4. Will it be necessary to seek advice or assistance from other than local sources?
5. Will it be profitable to visit an existing regional police agency?
6. Will our study completion timetable coincide with municipal budget preparation to allow for its implementation before financial data becomes stale?
7. Will public hearings be necessary, and if so, when?
8. How do we keep the public informed of our progress?
9. How will we present our findings and recommendations to the municipal governments involved and what will we expect from them in response?

#### Gathering Data and Information

It is usually necessary to secure information and data from four different sources: the municipality, the police department, local agencies associated with the police department, and other sources not associated with the municipal government or its police agency. The types of information which should be secured from each of the sources are as follows.

##### *Municipality*

1. The population of the municipality including a breakdown of the number of residents under eighteen years of age and the number over sixty-five years.
2. The size of the municipality in square miles.

3. The total miles of roads and highways.
4. The total operating costs of the municipal government and its police agency for each of the past five years.
5. A complete breakdown of the current budget to operate the police agency including any hidden costs such as insurance on the officers, fringe benefits, vehicle operations, and costs to maintain the police facility. The breakdown should also exclude non-police-related items such as traffic signal purchases and maintenance of parking meters which are often found in police operating budgets.
6. The name, rank, dates of employment, police training certification number, salary and fringe benefit costs for all police employees.
7. Contents of the current police department labor agreement.
8. The tax rate in mills and the assessment ratio.
9. Market value of real property.
10. Revenue from taxes and other sources.

#### *Police Agency*

1. A three-year history of the amount of crime and police activity (incidents) in the community.
2. A three-year history of traffic accidents and enforcement.
3. The deployment and assignment of full and part-time sworn police personnel.
4. The assignments, hours of work, salaries and fringe benefits of full and part-time civilian personnel.
5. Degree of and specific areas of cooperation with neighboring police personnel.
6. Training level of police personnel.
7. Methods of recruiting, selecting and promoting police personnel.
8. Number of vehicles, amount and conditions of other equipment.
9. Operations and personnel administration procedure.

#### *Local Agencies Associated With the Police Department*

District magistrates, district attorney(s), county probation and juvenile officials, the local substation of the Pennsylvania State Police and neighboring police agencies not a part of the study area may be contacted to

gather information, understand law enforcement procedures or obtain opinions.

#### *Other Sources*

Local statistics and information on population, employment, economic conditions, income levels and land area often may be secured from county or city planning agencies. Additional information on crime and crime trends can be secured from the Bureau of Research and Development, Pennsylvania State Police, Harrisburg, Pennsylvania. Historical municipal financial information may be secured from the Municipal Statistics and Information Division of the Bureau of Local Government Services, Department of Community Affairs, Harrisburg, Pennsylvania.

Each elected official appointed to the committee to represent a municipality should serve as liaison to their community and be responsible for securing the necessary information. Appropriate notification should be given to police and other government officials if interviews are to be conducted or a commitment of time will be necessary on their part.

#### **Analyzing Data and Determining Feasibility**

This is probably the most difficult function of the committee and little guidance can be offered in the precise procedure to follow to reach conclusions. It is extremely important, however, that the committee is exposed to all the information that is available so that sound decisions may be made. Basically, the committee must decide whether or not intergovernmental cooperation and a change in the present system of policing would benefit the represented municipalities and their citizens. If so, what type of change would bring the most benefit, and what would those benefits be.

#### **Establishing the Procedure and Timetable for Implementation**

After a decision is made concerning the type of regional police program that will be recommended, if such is the case, the framework for the program and a timetable for implementation must be developed. Depending upon what is recommended, this may be relatively easy or extremely complex. The remainder of this manual will be devoted to the mechanics of developing a regional or consolidated police program.

## 4. Developing an Intermunicipal Police Contract or Purchase of Service Agreement

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Again, contracted police services is the method of regional policing where one municipality sells or provides police services to another municipality according to the terms of a written agreement. Basically, in accepting this method, the purchasing community agrees to accept the supplying community's police agency as its own without any *direct* control over its internal operating procedures. The purchasing community has no say in who is hired for positions or the manner of filling positions. It has no say in the assignment of personnel, salary levels, rank structure or police equipment. It *does* have say, however, in the manner of policing within its own municipal boundaries, the amount of policing and the times during which police officers will be deployed, all of which should be defined in the agreement that is developed.

Specifically, the agreement should cover the following areas.

- The types of service that will be provided by the supplying agency, defined as patrol, investigative, administrative or other.
- The amount of service to be provided, defined in ways such as eight hours per day, sixty hours per week, or one unit of full-time coverage.
- Provisions for the transfer of policing authority to the supplier's police personnel.
- Provisions for a liaison between the community and the supplier police agency.
- An explanation of liability.
- Duration of the agreement and procedure for its termination.

### Define the Level of Police Service and Determine the Cost

A clear definition should be made of the kind of service to be provided. For example, we normally look at patrolling, investigating complaints and answering requests for services as accepted everyday police functions. However, directing traffic at the annual county fair may not be, and if the purchasing community wants this service it should be defined. A negotiated agreement for twenty-four hour patrol coverage means that

there will be at least one patrol unit on duty at all times patrolling within the boundaries of the purchasing municipality. On the other hand, the manner in which eight hours a day or sixty hours a week would be provided needs clarification.

Determining costs to the recipient community requires a thorough analysis of the current operating cost and the amount of service provided by the supplier agency. Current cost of operating is established by adding all direct and indirect costs and eliminating those items that relate to only the municipality, such as school crossing guards or parking meter enforcement. Once the actual operating cost is established, the total hours of police service must be determined.

Most police agencies maintain an accurate record of the actual duty time of their personnel. If accurate records are not available, an estimate of the annual hours of service must be made. An officer working a forty hour week works 2,080 hours annually (40 hours x 52 weeks = 2,080 hours). Subtract from the figure, the amount of off duty time as in the following example.

Table 1 -

Types of Leave Available	Total Hours Available
Total Hours Available	2,080
Less 15 Days Vacation (120 Hours)	1,960
Less 12 Holidays (96 Hours)	1,864
Less 10 Sick Days (80 Hours)	1,784
Less 5 Days For Training (40 Hours)	1,744
Less 2 Days Other (Personal, Death in Family) (16 Hours)	1,728
TOTAL ANNUAL HOURS	1,728

Once the per officer annual hours are established either from actual records or from an estimate as in the example, the total hours worked by all sworn personnel is divided into the total operating cost and a cost per hour of service is determined. The cost per hour is the basis for determining other methods of assessing cost. For example, if the recipient community desires the level of service of *one officer full-time*, the per hour cost

is multiplied by 168 hours or the number of hours in a week then multiplied by the 52 weeks in a year. If the recipient community desires only 60 hours of patrol per week, the hourly rate is multiplied by the sixty hours and the result of that calculation multiplied by the 52 weeks in the year.

Other methods of arriving at cost assessment are covered in later sections of this manual and may be appropriate for contract regional police service depending upon the area and communities involved. The *Police Protection Unit* concept which is currently used in the Northern York County Regional Police Program can be applied as well as others.

### **Developing the Agreement**

The legal agreement should contain language which grants authority to the officers and members of the supplier police agency to enforce the law and provide police services within the recipient community. Also included should be a definition of how the recipient community will make its concerns on policing policy known to the police department. In short, the communications flow must be established. This can be accomplished by the appointment of an elected official who would serve as a liaison, the designation of a member of the police department to attend the regular meetings of the governing body of the recipient community or prearranged regular meetings between the elected officials and the police chief.

Liability clauses should be included which protect the recipient community from liability for sick and injured officers or for salaries and other compensation, and the supplier agency from liability for any action or inaction relating to the providing of police services. The agreement should contain language reopening cost negotiations. The agreement should also provide the mechanics which would allow either community to terminate the agreement after due notice to the other. An example of a working agreement for contracted police service is included in the appendix.

### **Police Pensions - Purchase of Service Agreement**

When one municipality contracts with another for police services, the municipality providing the service maintains the police pension fund. If the municipality purchasing police services has a preexisting police pension fund, the obligations to retired members, other beneficiaries, vested members or terminated members should be provided for before terminating the fund. At termination, the municipality should withdraw its contributions to the police pension fund and return the remaining assets to the Department of the Auditor General Comptroller's Office, Allocation Division with a copy of the ordinance, or resolution, if applicable, terminating the police pension fund.

## 5. Developing a Consolidated Police Agency

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The merging of two or more existing municipal police departments is a major undertaking and involves many complex issues. This section of the manual will address all the known concerns of police consolidation and explain in detail methods of dealing with them.

### Oversight of the Consolidated Police Force

Initially, determining the proper method of managing a regional police force is difficult. It is easy to see how difficult it would be if each member of the governing body of each participating local government attempted to collectively administer the police agency. Depending upon the number of municipalities involved, there could be twenty or thirty elected officials involved. The experience of police cooperation and consolidation ventures indicates that the most successful and workable solution is the creation of a regional police board or police commission. This board or commission is usually comprised of one elected representative from each of the communities participating in the program. The person who has responsibility for the police function in the community is almost always selected. This generally results in the mayor filling the membership position in boroughs and third class cities operating under the commission form of government. However, it is not required that the mayor be the designated representative on the regional police board or police commission.

Alternative board or commission composition should be considered if the one-to-one (one representative from each municipality) method of managing the regional police force results in an even number of members on the board or commission. A mechanism should be available to resolve situations where tie votes may result.

The regional police board or police commission should appoint from its members the following officers: chairperson, vice-chairperson, secretary and treasurer. Figure 5.1 presents an example of an organization structure for managing a regional police department. Figure 5.2 further delineates the division of responsibilities among the various parties for administering the regional or consolidated police department.

The responsibility of the police board or commission would be to make policy decisions determining such things as the budget, staffing levels for employees, selection standards of personnel, as well as general rules and

regulations. The police board or commission provides a workable vehicle for competent management and yet, each municipal participant remains a partner in both the determination of police policy and the oversight of police operations. More is presented about the duties and responsibilities of the board or commission in the sample articles of agreement included in the appendix.

The policy-making board or commission should utilize all available resources in developing overall police department policy. Although the chief of the regional department is primarily responsible for the day-to-day operations of the department and not policy making, the chief's input is quite valuable. The board or commission will naturally be influenced by concerns of the members of the governing bodies they individually represent as well as the public, community organizations, institutions and interest groups served by the police agency.

The policy developed by the board or commission should delegate complete authority and responsibility to the police chief to manage the police department within the parameters set. It should also require accountability to the board and the individual municipalities for the efficient and effective operation of the department and the attainment of the goals established.

Management of the regional or consolidated police force is usually difficult and hectic during the early organizational stages. However, after the program is implemented and operational for a short period of time, the management strain should be no more or less than those experienced in managing a traditional police department. More is said about the duties and responsibilities of the police chief in the section of this manual dealing with methods of selecting the chief.

**Applicable Laws.** Most general state and federal legislation affecting the operation of police agencies also applies to regional police forces. These include the Sunshine Act, Right to Know Law, the Ethics Act, the Local Agency Law, the Municipal Police Training and Education Act and, on the federal level, the Fair Labor Standards Act and the Equal Employment Opportunity Act.

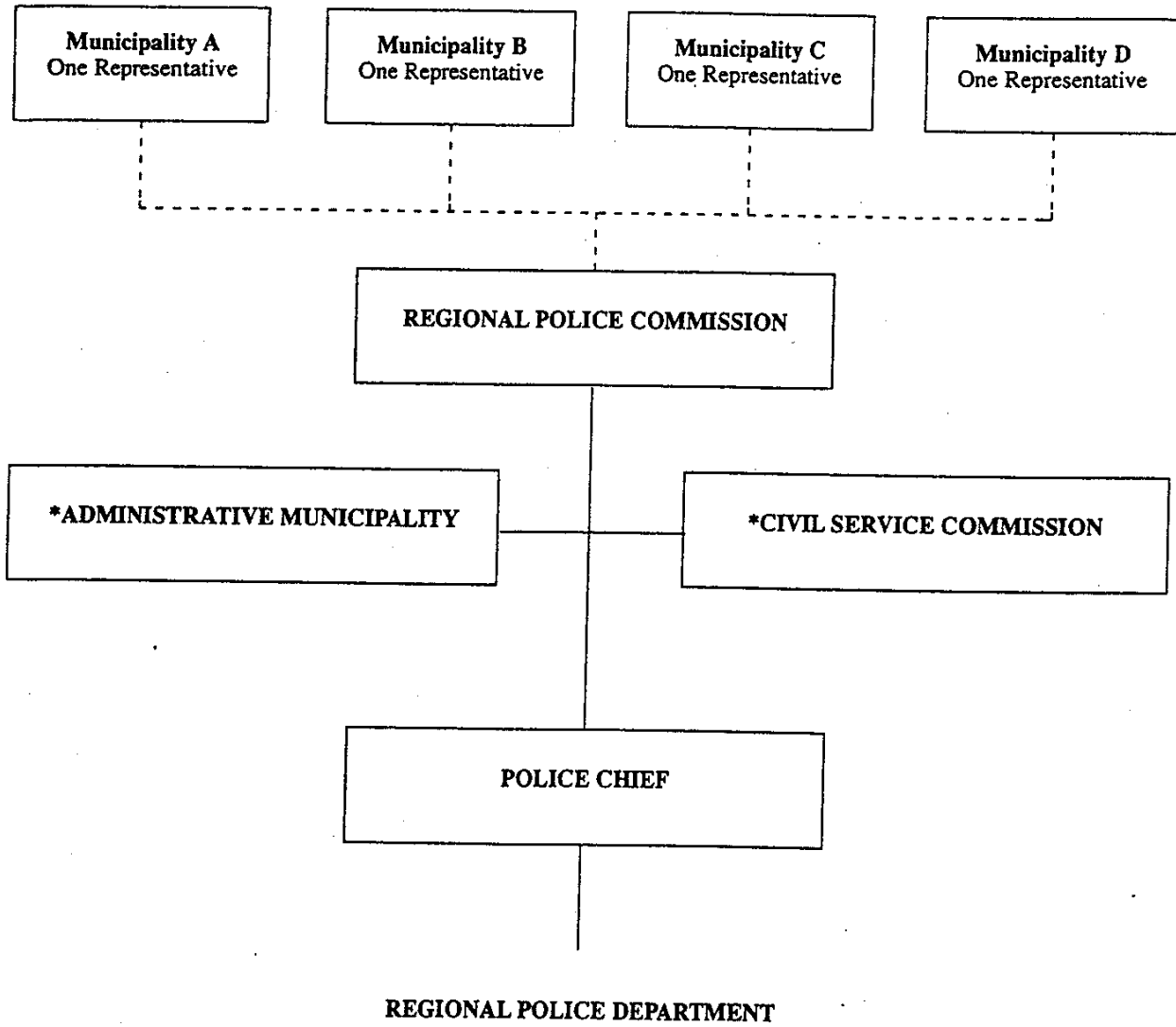
### Personnel Administration

A part of the management responsibility included with the regional police force relates to personnel.



Figure 5.1 -

## REGIONAL POLICE COMMISSION MEMBERSHIP



\*Optional

## OUTLINE OF RESPONSIBILITY

### ADMINISTRATION OF THE REGIONAL POLICE FORCE

#### ■ Legislative Bodies of the Participating Units of Local Government

- Legislative (ordinances) relating to organization, creation, and implementation of the force Articles of Agreement
- Providing resources for the Force
- Combined action on policy decisions requiring "new" money outlays
- Appoint members of the regional police commission and police civil service commission or designate a current commission to serve
- Designate administrative municipality

#### ■ Regional Police Commission (Appointed by the combined legislative bodies)

- Serve as advisory board to participating municipalities
- Develop budgets
- Conduct meetings (scheduled and unscheduled)
- Make policy for the regional force
- Sign warrants for various payments of regional police force obligations
- Make uniform policy on wages, hours, conditions and terms of employment, and approve labor agreements

#### ■ Regional Police Chief and Staff

- Day to day operations of the police department
- Assignment of personnel
- Control and discipline
- Determination of training needs
- Internal affairs
- Budget development for consideration of the commission
- Reports to commission and legislative bodies
- Public relations
- Evaluations (personnel)

#### ■ Administrative Municipality

- Administer payroll function, fringe benefits such as insurance, retirement, pension, and all other personnel program needs
- Hold titles to vehicles and equipment

#### ■ Civil Service Commission

- Promulgate rules and regulations pertaining to testing, appointing qualifying criteria, certification, promotions, reductions, suspensions and terminations.

These responsibilities include the handling of payroll, administration of pension programs, maintenance of leave records and other employe fringe benefit programs.

One approach for handling the many personnel functions in a newly created regional or consolidated police force is to designate one of the participating municipalities as the administrative municipality, as the sample management organization structure indicates (figure 5.1). Office personnel of this community would prepare and disburse payroll checks over the signature of the regional police commission. It could also handle the various pension processes until a pension board is appointed. The administrative municipality would retain title to all police department property and equipment and hold insurance policies on personnel and equipment for safekeeping. Any and all expenses associated with handling the affairs of the regional police force should be borne by all participating local governments.

On the other hand, if the regional police agency created is large enough to employ a civilian staff to support the line units, it might be more desirable to handle all the administrative functions within the police agency. This would probably prove less costly and would permit the police chief and regional police commission to be more completely involved in the management of the police agency.

An up-to-date record of accrued sick leave, vacation, court attendance and overtime should be provided to the regional police commission by each member municipality for its sworn and civilian personnel. After the initial merger, the chief of police would be responsible for providing input to the commission and administrative municipality to keep the records current.

Any labor contracts between existing police departments and their respective governing bodies should be honored. At the earliest time possible, through negotiations with police representatives, the regional police commission should develop a uniform fringe benefit and working condition package for the entire force. The package developed by the commission should include policy on such matters as overtime, sick leave, vacation, holidays, longevity, court attendance, education pay and training expenses. No person should be subjected to lesser benefits (like salary, vacation or sick leave) under the initial regionalized plan than they received in a predecessor police department. The negotiation process outlined by Act 111, of June 24, 1968, the compulsory and binding arbitration law, should be used by the regional police agency in negotiating for future salary and benefits.

The personnel administration program established for the regional police agency should include the following.

- In larger police agencies, a position classification plan which groups positions into classes sufficiently similar so that the same descriptive title may be given and the same qualifications and tests of fitness may be used for each group. In smaller police agencies this may not apply, but as a very minimum, job descriptions should exist for every position.
- An equitable system of evaluating job performance.
- Effective procedure for maintaining discipline in the department including recognition for outstanding performance, as well as punishment for improper conduct.
- A sound program of employe relations including a grievance procedure.
- A competent in-service training program which assures the continued development of all officers on the force. Newly hired police officers must receive the basic training required by Act 120, of June 18, 1974 (520 hours) prior to actual performance as a police officer. Annual in-service training is also required to maintain the certification of officers.
- A recruitment and selection program which assures the appointment and promotion of the most qualified persons.
- An equitable compensation plan which assures that no employe will suffer a loss of income. Employes may be integrated into a pay plan which establishes minimum and maximum pay levels for each classification. Each employe enters the regional police agency at the basic salary they received before the consolidation. In the fiscal year following the merger, each employe would move to the step within the plan that is closest to but not lower than their existing salary. Opportunities for advancement to higher steps within each grade should be based upon satisfactory performance. In time, salary level will equalize within classes.

Police officers have the right, under Act 111, to bargain collectively for salary, fringe benefits and working conditions. It is therefore important from a management point of view to establish the basic structure of a pay and benefit plan before it can be lost at the bargaining table.

### **Regional Police Pension Fund**

In the absence of specific enabling legislation, the establishment and administration of regional police pension funds is largely governed by a policy which evolved through the post audit activity of the Depart-

ment of the Auditor General. The establishment of a regional police pension fund should be closely coordinated with the Bureau of Municipal Pension Audits in the Department of the Auditor General. Copies of the ordinances adopted by the municipalities participating in the regional police force, as well as a copy of the intermunicipal agreement, should be transmitted to the Bureau of Municipal Pension Audits to notify the bureau of the intent to establish a regional police pension fund.

**Acquisition of State Funds.** The Commonwealth provides annual allocations of General Municipal Pension Systems State Aid to help offset the municipal pension cost of full-time police officers, as well as other full-time municipal employees. Member municipalities that currently do not participate in the allocation should submit certification Form AG-385 to the Department of the Auditor General, Comptroller's Office, Allocation Division and actuarial information to the Public Employee Retirement Commission to become eligible for subsequent allocations. The Regional Police Commission should also submit certification Form AG-385 to the Department of the Auditor General. Certification forms may be obtained from and should be submitted to:

Department of the Auditor General  
Comptroller's Office  
Allocation Division  
Room 315 - Finance Building  
Harrisburg, PA 17120  
(717) 783-3030 - 1-800-882-5073

Both the member municipality and the regional police commission must also submit a certification Form AG-385 to the Department of Auditor General, Comptroller's Office, Allocation Division. However, only the regional police commission discloses the number of full-time police officers employed and their covered payroll. Each member municipality must submit an affidavit annually to the Department of the Auditor General, Comptroller's Office, Allocation Division disclosing the percentage of costs paid by your municipality to finance the operation of the regional police commission. The affidavits may be obtained from the Department of the Auditor General, Comptroller's Office, Allocation Division.

Upon submission of the appropriate certifications and affidavits, each member municipality will become eligible to receive an annual allocation of General Municipal Pension System State Aid to be used exclusively for providing pension benefits for full-time municipal employees. Upon receipt, such monies should be deposited in the general fund of the municipality. However, these monies *MUST BE* forwarded or deposited in the Regional Police Commission pension account within 30

*DAYS* of receipt of the monies by the municipality. The regional police commission should annually assess the member municipalities for the funds needed to maintain the regional police pension fund in accordance with the Act 205 actuarial funding standard. The annual assessments may be an itemized part of the aggregate municipal contributions, or they may be billed separately. The treasurer of the regional police pension fund must be bonded prior to assuming the duties of the treasurer. However, if the treasurer of the regional police commission is bonded and acts as treasurer for the regional police pension fund, no additional bond is necessary unless required by the regional police commission.

**Transition Considerations.** The establishment and administration of a pension fund should be one of the specific objectives included in the ordinances adopted by each municipality pursuant to Act 180 of 1972. The intermunicipal agreement should address the intent of the municipalities to:

- Terminate all existing police pension funds and transfer unallocated assets to the regional police pension fund.
- Relinquish all claims to transferred police pension fund monies.
- Pay each municipality's prorated share of the regional police commission pension fund costs, in a manner consistent with the provisions of Act 205.
- Transfer service credits of the police officers initially employed by the regional police commission who were employed by participating municipalities immediately preceding the formation of the regional police force.
- Grant unqualified authority and responsibility to the regional police commission for the development of a police pension plan and the administration of the associated pension fund in accordance with Act 205.

In terminating existing police pension funds, obligations to retired members, other beneficiaries and vested members must be provided for prior to transferring the remaining assets to the regional police pension fund. A copy of the ordinance, or resolution if applicable, terminating the existing police pension fund should be forwarded to the Bureau of Municipal Pension Audits along with a letter expressing the intent to participate in the regional police force and to transfer unallocated assets of the existing police pension fund to the regional police pension fund.

In relinquishing claims to assets of the regional police pension fund, member municipalities recognize that

they are acting in an agency capacity in the receipt of the General Municipal Pension System State Aid allocations. However, the agreement should indicate that in the event a municipality withdraws and one or more regional police officers resign and are simultaneously employed by the withdrawing municipality, the equivalent of the actuarially determined value of the accrued pension benefits for such members shall be transferred to the police pension fund established by the withdrawing municipality. The agreement should also indicate that the same procedure will be followed for member municipalities if the agreement is terminated, provided that obligations to retired members, other beneficiaries, terminated members, and vested members of the regional pension fund are first satisfied. Accordingly, the agreement should indicate that assets of the terminated regional police pension fund will be returned to the Commonwealth after:

- (1) the obligations to members and beneficiaries of the regional pension fund have been satisfied;
- (2) the disbursement of the actuarially determined reimbursements payable to police pension funds of member municipalities that employ terminated regional police officers; and
- (3) the withdrawal of contributions by the regional police commission to the regional pension fund.

As the regional police pension fund may not have sufficient assets to provide for all of the above items, (1) and (2) will be fully funded prior to termination of the agreement. Also, the agreement should indicate what provisions will be made for any residual administrative duties associated with the regional police pension fund before the agreement is terminated.

As there is no general statutory authority for the transfer of service credits between municipal police pension funds, there is no legal basis for transferring service credits previously earned by members of regional police pension funds in participating municipalities. However, since the Department of the Auditor General has determined that participating municipalities may transfer assets of their existing police pension funds to a regional police pension fund, we believe transferring service credits between police pension funds of participating municipalities and a regional police pension fund is appropriate but tentative. Specific statutory authority for the transfer of service credits between municipal police pension funds is contained within Act 15 of 1974 which governs the Pennsylvania Municipal Retirement System. Accordingly, the only available means to ensure the transferability of service credits in the formation or termination of a regional police pension fund is participation in the Pennsylvania Municipal Retirement

System by member municipalities, as well as the regional police commission.

**Adoption of the Pension Plan.** The regional police commission should formally adopt a police pension plan document and select an administrative approach. The police pension plan document should present the specific provisions and benefit structure of the regional police pension fund.

Act 600 of 1956 governs police pension funds in boroughs, towns and townships having three or more full-time police officers. The provisions of the Act may also be applied to police pension funds in boroughs, towns and townships with less than three full-time police officers. Although Act 600 does not address regional police pension funds, logic dictates that the provisions of Act 600 should be applied to regional police pension funds established by intermunicipal agreements involving boroughs, towns and townships where three or more full-time police officers are employed. In instances where only one or two police officers are employed, the provisions of Act 600 should also be applied to the regional police pension fund. However, where service credits are to be transferred, the police pension plan document should cite Act 180 of 1972, as amended, as the enabling statute rather than Act 600. The specific language of Act 600 regarding creditable service is not consistent with service credit transfers. In summary, the police pension plan document should be structured in accordance with Act 600 and adopted pursuant to Act 180.

### **Civil Service Commission**

A civil service procedure assures the merit principles in selection and promotion and guarantees a right of review to disciplined or discharged employees. The creation of a civil service commission to handle the recruitment, selection and promotion of regional police department personnel is also outlined in the sample management organization structure (figure 5.1). Although a civil service commission may not be required under Act 180 when the newly created police agency is actually a separate entity and outside the direct control of any one municipality, it is highly desirable. Under current state law, civil service is required for officers employed by boroughs and first class townships (when three or more are employed), and third class cities.

Two approaches are available to establish a civil service commission for the regional police force. The board or regional police commission may appoint a new commission consisting of three members selected from the citizenry of the area served, and adopt the civil service provision of one of the municipal codes (Borough Code

or First Class Township Code) as the regulating authority. Or, the board or commission may simply accept an existing civil service commission and operate under its rules and regulations and municipal code.

### Organization of the Regional Police Agency

Probably the most important aspect of the concept of regional or consolidated police service is the design of the police agency. Ideally, the new agency will be large enough to provide a full range of police service including complaint service, traffic enforcement, patrol service, criminal investigation and their associated functions on a twenty-four hour basis to all communities. To accomplish this goal, it is necessary to develop an organization structure which addresses all of these areas, provides all the required functions, yet does not overspecialize or overstructure. It is more desirable to be conservative when determining rank and specialist needs than to end up with positions that are unnecessary. Unnecessary rank and positions are extremely difficult to eliminate once they are created because of the human element involved. They are also very costly.

The goal of organization development is to group activities into specific categories, delineate authority and responsibility, and establish working relationships which will enable both the police department and personnel to accomplish mutual objectives. An effective organization structure provides the means by which organization goals are met. The needs of the organization have to be identified and satisfied to ensure maximum levels of service. Police organization needs are generally broken down into the following specific categories.

**Table 2 -**

#### Distribution of Organizational Responsibility

Field Services	Staff Services	Auxiliary Service
Patrol	Recruitment	Police Records
Traffic	Training	Police Communications
Criminal Investigation	Personnel Management	Jail or Lockup
Youth Services	Community Relations	Equipment
Vice	Crime Prevention	
	Planning and Research	

The initial structure developed for the regional or consolidated department must include the mechanisms for providing field services, staff services and auxiliary services

for the police department. In the very small police department, the entire personnel complement will perform the field and auxiliary services, and the chief will perform most of the staff service functions. However, in larger police organizations where the volume of work in each function is greater, it is even more important that activities be categorized. Line or field services relate to the performance of services on the street, while staff and auxiliary services relate more to support of field services.

Regardless of the organization developed, the first consideration must be the patrol force or the unit within the department that will perform most of the work. The overall size of the department, in terms of personnel, will depend upon the needs of the patrol force. An operations manual should be developed for the regional or consolidated department that defines the responsibilities of the patrol force as well as other units. The manual should further explain the relationship of the patrol unit to any specialist units, define specific operational procedure and establish rules and regulations. Methods of determining the manpower needs and manpower distribution of the patrol force are included in later sections of this manual.

**Police Supervision.** To preclude any breakdown in achieving the goals and objectives of the organization and to assure compliance with the procedures that are established by the operations manual, a supervision component must be built into the structure at every level of need. In the very small police department, the total responsibility for supervision will fall upon the shoulders of the chief of police. In larger organizations, however, the responsibility for supervision can be distributed throughout the structure. Some basic guidelines to use in determining supervision needs are the following:

1. Supervisory positions should exist only to the extent necessary to perform the function.
2. The same rank should have the same responsibility. For example, a police sergeant is usually a line unit supervisor. Therefore, if sergeant is determined to be an appropriate rank, every line unit supervisor should be a sergeant. It would not be effective to have a sergeant supervising one platoon, a lieutenant another and a corporal the third.
3. Rank should only be associated with positions of leadership and/or supervision. Rank should not be assigned to specialist positions (criminal investigator, juvenile officer, crime prevention officer).
4. Supervisory positions or rank should be transferable. A sergeant supervising a patrol unit (platoon) should be equally capable of supervising a traffic or criminal investigation unit.

5. Depending upon the police unit, an effective span of control (number of persons reporting directly to supervisor) is from two to eight persons. Generally, the departmentwide ratio of supervisor to subordinates should be approximately one to four.

**Specialist Positions.** Ideally, all the sworn personnel on the police force should be in the patrol unit where all police service needs are addressed. Here, the total available manpower is directed at the problem of policing. However, in reality, it is more practical to establish specialty positions to handle particular functions if there is justification. The specialist not only is more expert in handling the function, but is more efficient in accomplishing the specialty task. Determining the number of specialists and the particular areas of specialty in a newly created regional or consolidated police department requires an understanding of the amount of crime and/or police activity within the area.

Specialty positions should not be created in any situation where there is a question as to whether or not there will be enough work for a full-time position. Part-time specialty positions should be avoided since they have a tendency to become full-time even when the need is not there. In staff services, it is sometimes practical to consolidate two or more functions where there is partial need in each area, but not enough in any one area to justify a full-time position. For example, personnel administration, training, and community relations could all be handled by the same person.

As a general rule, specialty positions should not be created in police agencies of fewer than eighteen or twenty sworn officers. Specialty positions should not usually represent more than ten percent of the total complement of personnel. When attempting to determine the need for specialty positions, it should be kept in mind that each time a specialty position is created there is one less officer on the street (unless another person is hired as a replacement).

**Civilian Positions.** In developing an organization structure for the regional or consolidated police department, emphasis should be placed upon filling any position that does not require the exercise of police authority or knowledge with civilian personnel. Civilians can be used in many positions that have been traditionally handled by sworn officers in a large number of Pennsylvania police departments.

The need to assure job security in a regional police program is as important among civilian personnel as it is among sworn police officers. Therefore, civilian personnel employed by existing police agencies should be absorbed into the consolidated or regional police agency. A recruitment and selection process should be established which will assure the selection of the most qualified and promotional opportunities based upon merit. Training programs should be established which will provide civilian employees opportunities for self-improvement.

Examples of regional police organization structures are presented in figures 5.3 and 5.4.

Figure 5.3 - Organization Example "A" 20 Personnel

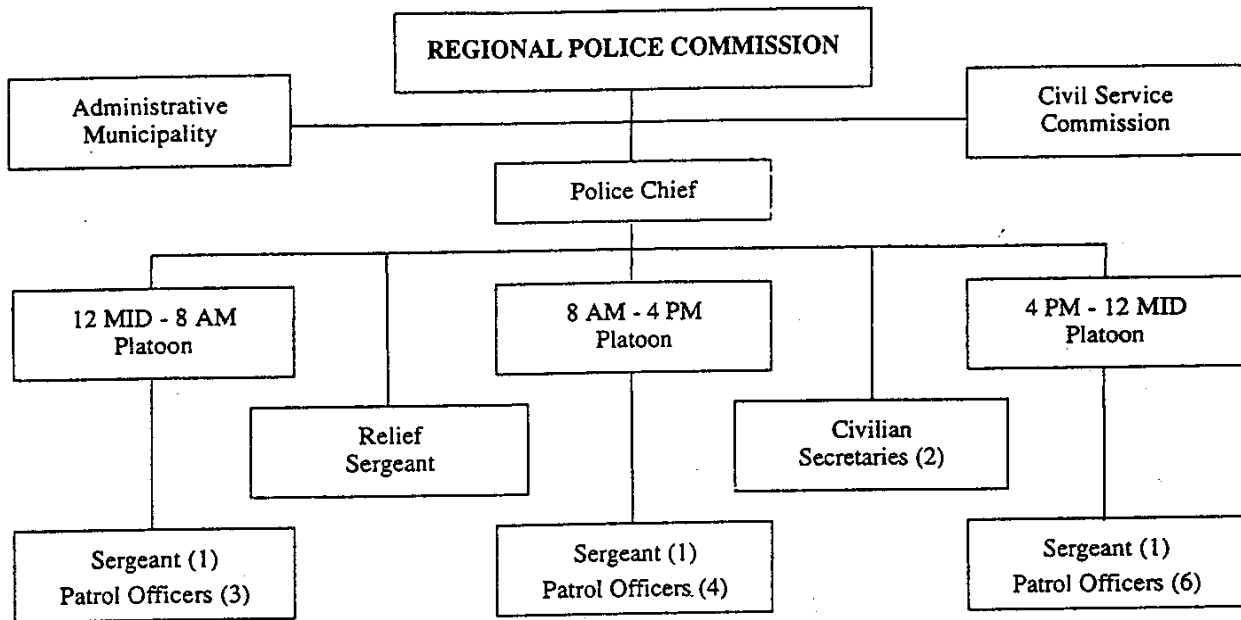
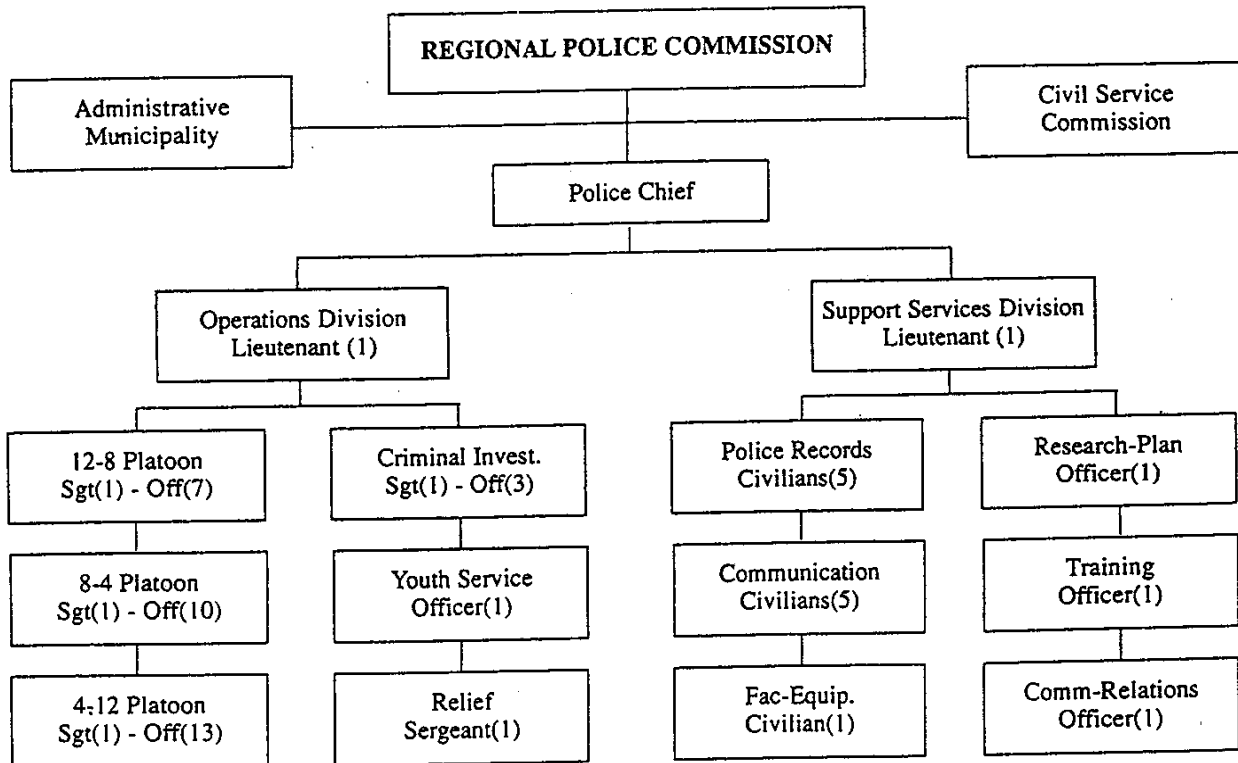


Figure 5.4 - Organization Example "B" - 54 Personnel





## 6. Personnel, Equipment, Facilities and Finances

### Determining Staffing Needs

Probably one of the most significant responsibilities of those attempting to develop a regional police program is the task of determining just how many officers are necessary to police the area. We have already discussed the fact that the number of supervisors and specialists are dependent upon the number of other personnel or specialist activity. Civilian personnel levels are determined by the number of functions existing in the department which can be handled by unsworn persons. Therefore, establishing how many officers are necessary to perform the patrol function should be the first step of determining staffing needs.

The International Association of Chiefs of Police (IACP) has developed a method for determining patrol officer needs based on the actual or estimated complaint or incident experience in the community. The Department of Community Affairs has found the IACP system to be most reliable in determining police needs. It is far superior to projecting staffing needs based upon national averages of police officers to thousands of population. The IACP procedure for determining patrol force personnel needs is outlined below.

#### Determining Patrol Force Staffing

**Step 1** Determine the number of complaints or incidents received and responded to by the police departments in each community. Complaints and incidents include all forms of police activity where an officer responded and/or took official action. It does not include actions such as giving advice over the telephone, delivering messages or handling internal police department matters. If an ac-

tual complaint or incident figure is not available because the community does not have police department records, or they are not accessible, or are unreliable, an estimate may be used. Sound estimates may be made based upon the assumption that, in the average community, five hundred fifty police complaints or incidents will occur for every one thousand residents or 0.55 per resident. Therefore, if the population of a community is 4,500, it can be estimated that 2,475 police complaints or incidents will occur ( $4,500 \times 0.55 = 2,475$ ).

**Step 2** Multiply the total complaints or incidents by 0.75 (forty-five minutes). It is generally conceded that forty-five minutes is the average time required to handle a complaint or incident.

**Step 3** Multiply by three to add a buffer factor and time for preventive patrol. General experience has shown that about one third of an officer's time should be spent handling calls for service. Other requirements for servicing police vehicles, personal relief, eating and supervision must be considered. Time required for aggressive preventive patrol must also be taken into consideration. Multiplying by three adjusts for these factors.

**Step 4** Divide the product by 2,920 - the total number of hours (365 days x 8 hours = 2,920) necessary to staff one basic one-officer patrol unit for one year.

In applying the IACP formula outlined above the number of patrol elements necessary to effectively police the area can be determined. The following example is presented to demonstrate how the formula would be applied to three typical communities.

Figure 5.5 -

#### Application of IACP Formula to Three Typical Communities

IACP Formula	Community A	Community B	Community C
Complaints/Incidents	12,392	2,475	6,391
Times 0.75	9,294	1,856	4,793
Times 3 (Buffer)	27,882	5,568	14,379
Divide by 2,920	9.55	1.91	4.92
Patrol Elements Required	9.55	1.91	4.92

\* Estimated based upon 0.55 incidents per resident.

If police officers could be expected to work eight hours each day, 365 days each year, there would be a need for 16.38 officers to provide police services for the three communities in the above example (Community A - 9.55 plus Community B - 1.91 plus Community C - 4.92 equals 16.38). Since this cannot be expected, it must be determined just how many hours in each year a police officer will not be available for duty because of normal time-off periods. Then, we must establish just how many additional officers will be necessary to fill in for those on normal time-off status. This information is determined by itemizing all the areas in which time off is granted to an officer and the total annual hours allowed for each area. For example, if the fringe benefit package arrived at for the regional police department provides for a forty-hour work week for all officers, this means that each officer will be off duty sixteen hours each week or eight hundred thirty two hours a year. Listed below are most of the common time-off factors which are normally part of the fringe benefit package, or which subtract from available duty time.

<u>Factor</u>	<u>Annual Hours</u>
Days off (2 days per week)	832
Vacation (15 days per year)	120
Holidays (10 days per year)	80
Court days (5 days per year)	40
Training (5 days per year)	40
Sick and injury (5 days per year)	40
Miscellaneous leave (death in family, etc.)	8
<b>Total hours not available</b>	<b>1,160</b>

In the above calculation, it has been determined that of the 2,920 hours in each patrol element, the officer assigned to staff it will be off duty 1,160 hours and on duty 1,760 hours. Therefore, if this were the time off schedule developed for the regional police department serving the three communities just discussed (Community A, Community B and Community C), it can be determined that an additional 10.8 patrol officers would be necessary to staff the 16.38 patrol elements determined to be necessary to effectively police the three communities. The 10.8 additional officers added to the 16.38 original officers indicates a need for 27.18 or 27 officers. In this example, it actually takes 1.66 patrol officers to staff each patrol element.

To continue the three-community example further, it was determined that it would take 16.38 patrol elements

staffed by 27 patrol officers to police the three communities twenty-four hours each day, 365 days each year. This number would not include the supervisors, specialists or civilians necessary to administer the police agency or perform specialist functions. The question now is *How should the twenty seven patrol officers be assigned or distributed throughout the twenty-four hour working day to assure an adequate number of officers on each shift?*

It has been determined through research conducted by IACP that on the average, police department activity occurs in the following percentages.

Night Tour	22%
Day Tour	33%
Evening Tour	44%

The Department of Community Affairs police consulting services program has verified the determination made by the IACP in communities throughout the Commonwealth of Pennsylvania. Therefore, if those distribution levels were applied to the twenty-seven officer force that was determined to be necessary for the three communities, personnel would be assigned to the three shifts in the following manner.

<u>Shift</u>	<u>Assigned</u>
Night tour (12 - 8)	5.94 or 6 officers
Day tour (8 - 4)	8.91 or 9 officers
Evening tour (4 - 12)	11.88 or 12 officers

The forgoing represents the number of officers assigned to each shift in the three-community example. To determine how many officers would be working on the average day on each shift, simply divide the number assigned by the number necessary to staff one patrol element (1.66). This indicates that on the average day there would be 3.61 officers working the night tour, 5.42 on the day tour and 7.23 working on the evening shift.

### **Selecting the Chief of the Regional Police Force**

Regardless of the police agency, traditional or regional, the ability of the police to act effectively against crime and disorder depends upon the police chief. Probably the most important decision to be made by the persons responsible for managing the regional police force will be the designation of the force's top administrator. In nearly every situation where a police consolidation is being considered, there is more than one person holding

the title of chief of police. All those persons cannot be the chief or administrator of the regional department. Therefore, some mechanism must be developed which will select a person to lead the regional department.

There are no regulations which prevent selecting the police chief from the various departments. There are also no restrictions against going outside the existing agencies to recruit a qualified individual. There are advantages to both approaches. The inside candidate will have detailed knowledge of the area, personnel, and existing police problems which would prove most helpful in the initial stage of implementing the regional force. From the outside, public officials can look for whatever experience factor, training factor and educational exposure they desire for the top administrator. There is also the possibility of recruiting someone with prior regional police experience. The bottom line, however, to this extremely important aspect of the regional department is to *provide the new regional police force and each individual community with the best police leadership available*. The person selected should be familiar with modern police methods and be firm in insisting upon a professional police effort from all aspects of the police department operations. The police chief should have the ability to use personnel effectively, write procedures for daily police operations, and design systems for accountability and control.

If a merit recruiting and selection process is to be utilized to select a chief of police, technical assistance is available in this area from the Department of Community Affairs, Municipal Consulting Services Division.

### **Filling Other Administrative and Supervisory Positions**

Depending upon the size of the regional police department created and the organization structure developed, there will probably be other administrative and supervisory positions that must be filled. If the number of these positions proposed for the regional department is the same as the number existing in the departments to be consolidated, and if police officials are satisfied with the persons in such positions, filling them is simple. However, if a judgment must be made as to which of a larger group will fill a few positions, then some method must be used to make that determination. A competitive examination process is the most practical method.

Job descriptions should be prepared for each of the supervisory and administrative positions established, and eligibility requirements should be determined. All police officers meeting the eligibility requirements should be tested through written and oral examinations

and whatever other testing elements are determined to be necessary. Persons should then be selected based upon the outcome of the examination process. The Department of Community Affairs, Municipal Consulting Services Division, is also capable of providing assistance in conducting the various types of exams which may be necessary.

### **Filling Specialist and Civilian Positions**

Specialization in the consolidated or regional department should represent a temporary assignment with the right retained by the police chief to effect transfers into and out of any specialty function. Specialist positions should not represent promotions even though a higher salary grade may be attached to such positions.

Civilian positions in the consolidated or regional police agency should be filled by civilian personnel currently employed by individual police agencies. For the purpose of filling future civilian positions, the regional police commission should make every effort to recruit, screen and select well qualified personnel. Each position is a vital part of the police operation and the selection process adopted should be sensitive to this condition when appointments are made. The merit principal should be the order of the day when filling civilian positions.

### **Consolidation of Equipment**

A complete inventory should be made of all police equipment to be consolidated and an appraisal made of its value. Only necessary and serviceable equipment should be accepted. A permanent record should be maintained of the equipment (and its value) contributed by each municipality in the event a settlement may be necessary at some later time.

An equipment needs list should be developed by public officials which establishes what operational, vehicular, office and personal equipment will be required in the consolidated or regional police agency. Equipment that is contributed by each municipality should be compatible with the needs list established for the regional department. As the contributed equipment replaces an item on the needs list, a credit in the amount of the value of the equipment should be applied to the contributing municipalities.

### **Police Records Consolidation**

Initially, the records systems of all participating police departments should be consolidated into the regional police records system. Records covering the last

ten years should become an integral part of the records system. Arrest, criminal history and fingerprint files should be transferred in their entirety. Should one of the existing police records systems be appropriate for adoption by the regional police agency, it should be accepted as the new records system. Whatever system is accepted, it is important that the records system effectively accounts for and records all police activity in each community.

Personnel records should also be consolidated. Personnel records should be maintained separately from other police department records and be under the direct control of the chief of police. Personnel files should be secured under lock and key, and effective controls established to prevent unauthorized access.

Monthly reports should also be provided to each community by the police department documenting all police activity in the community and the entire area.

### **Training the Regional Police Force**

All new officers hired by the regional police force will be required to complete the basic training course of five hundred twenty hours at a certified police training facility. Act 120 of June 18, 1974 requires completion of a minimum training program by newly-hired police officers prior to actually performing the duties of a police officer.

Those officers placed in supervisory, administrative or specialty positions should receive training in their functional area unless adequate prior training can be documented.

### **Selecting a Police Headquarters Facility**

Determining where the consolidated or regional police headquarters will be located can be a difficult decision for public officials. It is not really necessary that the facility be centrally located or that it be somewhere other than in one of the present police facilities. In most situations, one of the existing facilities can be utilized as the headquarters for the regional department. However, even when this approach is used, it is often necessary to renovate. Therefore, there may be some exceptional costs in the first year of funding a regional department due to the police facility. If a decision is made to construct a new building or purchase an existing structure, a substantial capital cost will be incurred.

### **Developing a Budget**

Probably the most important aspect of developing a budget for the consolidated or regional police force is as-

suming the accuracy and completeness of the financial information supplied by each municipality. If financial information is sound, establishing a budget for the regional police agency is no more difficult than developing a budget for any organization. Basically, to assure complete understanding on the part of all concerned, the budget developed should evolve from the following format.

<u>Budget Category</u>	<u>Amount</u>
------------------------	---------------

#### *Personnel Services*

- Salary of Chief
- Salary of Captains
- Salary of Lieutenants
- Salary of Specialists
- Salary of Police Officers
- Salary of Civilian Personnel
- Overtime
- Insurance and other Employee Benefits
- Civil Service Commission Expense
- Legal Fees (Act 111, Contract Negotiations)

#### *Operating Expenses*

- Office Supplies and Forms
- Postage
- Telephone and Communications
- Membership Dues
- Travel and Subsistence
- Training
- Special Departmental Supplies and Equipment
- Vehicle Maintenance and Repair
- Gas, Oil and Lubricants
- Vehicle Insurance
- Equipment Maintenance and Repair
- Uniforms and Personal Equipment
- Lighting, Heating, Cooling and Power
- Other Utilities
- Rent
- Building Maintenance
- Insurance

#### *Capital Expenditures*

- Furniture
- Office Equipment or Machines
- Vehicles
- Building Construction, Purchase or Renovation

All municipalities in Pennsylvania are required to submit reports of their annual budget and expenditures to the Municipal Statistics Division of the Department of Community Affairs. When participating in a consolidated or regional police department, the municipality need only indicate its share of the total amount of funds budgeted or expended (as the case may be) on the report submitted.

### Methods of Distributing Cost

The immediate concern of elected officials, after a budget has been developed, is a method of determining just how much of the total cost will be paid by each community. Whatever method is adopted, it is necessary that it be based upon stable factors which relate in some way to the demographic, social or economic makeup of the area. Unless a sound cost distribution method is established initially, the possibility exists that major changes in year-to-year cost distribution will occur. Such occurrences have caused failures of regional police programs which otherwise were functioning very well. Some of the more common factors which have been or may be used in developing a cost distribution method are the following.

**Population.** Population is sometimes used as the sole factor for cost distribution. The primary responsibility of any police department is to protect people and render services. Population is generally a very stable factor, especially if the United States Census figures, which change only every ten years, are used. It is important that the source for population figures used to determine cost distribution be reliable.

**Land Area - Road Mileage.** Population when combined with land area (denotes density) and/or road mileage adds another dimension to the impact of people on police services and law enforcement. The distribution of population over an area can affect the policing needs of that area. The miles of roads that must be patrolled or traveled to serve the people also impacts upon the police department.

**Property Valuation.** Assessed valuation of real property can be used in conjunction with population as a formula for distributing cost in the regional police program. This combination links together the objects of a police agency's first goal, the protection of life and property. Market value of property is determined by the State Tax

Equalization Board, while assessed value is determined at the local level through county or municipal assessment. Either market value or assessed value may be used as a cost distribution factor. However, market value is more closely associated to the actual value of the property.

**Revenues and Taxes Collected.** The percentage of distribution of total municipal revenues and total taxes collected reflect to some degree the wealth of the community. However, there is usually a strong correlation between population, assessed valuation and taxes collected in communities. Using taxes collected and revenues in conjunction with population and property value in cost distribution comes close to using the same factors the second time. Figure 5.6 displays four variations of cost distribution methods which may be appropriate, depending upon the individual communities.

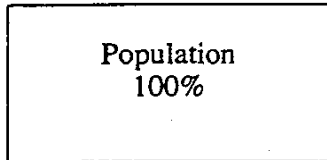
Plan A is based upon population exclusively. No other factor would be considered. Plan B uses as a base the population and market value of real property. The weight of fifty percent is given to both factors. Plan C utilizes the factor of road miles in conjunction with population and market value. Plan D adds the taxes collected factor which takes into consideration the municipality's ability to pay.

The percentage value of any factor in any of the cost distribution methods (Plan A, B, C, and D) may be changed according to the desire of municipal officials. For the purpose of providing an example of how the distribution formulas are applied, we will return again to the three municipalities discussed previously (Communities A, B, and C). Assume that Community A has a population of 19,500 and a market value of real property in the amount of \$22,500,000. Community B has 4,500 residents and a property value of \$4,200,000. Community C's population is 10,200 and its market value of property is \$14,900,000. The budget developed for the police agency to serve the three communities amounts to \$1,225,188. Assume also that the three communities have decided that cost distribution Plan B is the most desirable method of distributing cost. Figure 5.7 reflects the application of Plan B to the three communities. The other cost distribution methods (Plans A, C, and D) would be applied in a similar manner.

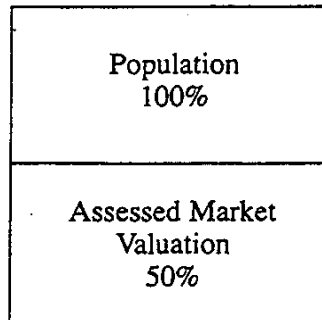
Figure 5.6 -

### Example Plans for Cost Distribution

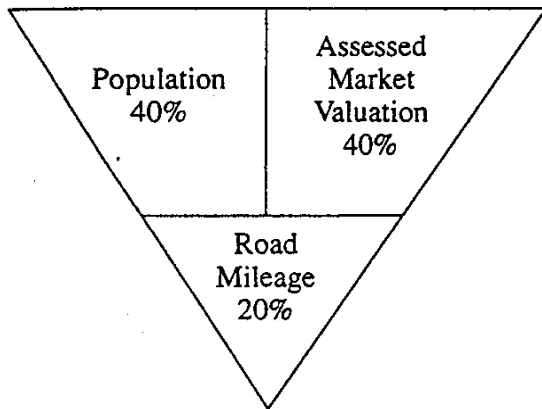
Plan A



Plan B



Plan C



Plan D

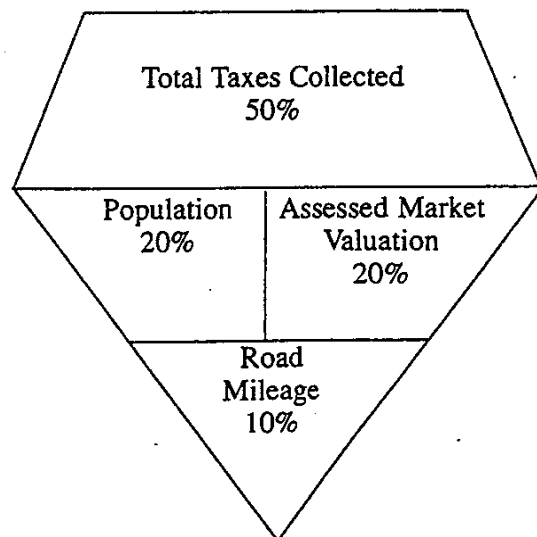


Figure 5.7 -

**COST DISTRIBUTION PLAN B - APPLIED TO THREE EXAMPLE COMMUNITIES**

Community	(1) Population	(2) Percent of Total	(3) Times 50%	(4) Market Value Property	(5) Percent of Total	(6) Times 50%	(7) Total % Share Columns 3 & 6	(8) Cost Share of Total Budget
A	19,500	57.02	28.51	\$22,500,000	54.09	27.04	55.55	\$680,592
B	4,500	13.16	6.58	4,200,000	10.09	5.05	11.63	\$142,490
C	10,200	29.82	14.91	14,900,000	35.82	17.91	32.82	\$402,107
Totals	34,200	100.00	50.00	\$41,600,000	100.00	50.00	100.00	\$1,225,188

**Crime and Police Activity.** The amount of crime and police activity within the community may be used as a cost distribution method. Accuracy in reporting and recording accounts of crime and activity are extremely important to the success of this costing method. Decisions must be made concerning the specific types of activity which will be measured and the period of time during which the measurement will take place.

Equal weight is usually applied to each police activity. Activities are added together and the percentage occurring in each community as it relates to the total activity is the percentage share of the cost for each community. This cost distribution method is more directly related to actual police performance than any other.

**Police Protection Unit.** The Northern York County Regional Police Department uses a *police protection unit* concept in determining cost share for each municipality. A police protection unit consists of ten hours of service each week or one quarter of the amount of time available from one officer. Each community purchases the number of units it desires and therefore has direct control over the amount of and cost of police service it receives. Each municipality determines in advance of the budget year just how many units of ten hours a week it desires in the coming year. Usually the number desired is consistent with the current year. The total units are then added together and the number of officers necessary to provide the service is determined. Required units are then divided into operating cost and a per unit cost is established. A separation of administrative costs from direct service costs occurs in the Northern York Regional Police cost assessment method, but in reality each community pays a percentage share equal to the percentage share of the total units purchased.

**State Funding**

**Operational-Grants.** State funds may be available to assist in the initial startup costs of a regional police force. The Regional Police Assistance program offers a limited

number of grants of up to \$100,000 spread over a three-year period to implement consolidated police departments. Priority is given to projects involving one or more distressed or at-risk communities under the Municipalities Financial Recovery Program, and also to departments with a minimum of ten full-time officers and a full-time chief. For further information contact the following.

Bureau of Local Government Services  
Municipal Consulting Division  
P.O. Box 155  
Harrisburg, PA 17108  
717-787-7148

The Council of Governments/Intermunicipal Projects program offers grants to help defray the costs of joint municipal functions. Grant amounts are significantly smaller, averaging around \$5,000 over the past six years, but can be useful in paying for items critically necessary to get a regional police department operational. The Circuit Rider program assists in funding shared municipal personnel and can be used for police chiefs. Funding is spread over a three-year period with a declining state share. For further information on these programs, contact the following.

Bureau of Local Government Services  
Municipal Programs Division  
P.O. Box 155  
Harrisburg, PA 17108  
717-783-4657

**Cooperative Purchasing.** Regional police departments can purchase police cruisers off the state contract at the same price the state has contracted to buy State Police vehicles. For further information contact the following.

Piggyback Purchasing Program  
Pennsylvania League of Cities and Municipalities  
414 North Second Street  
Harrisburg, PA 17101  
800-438-5370

## 7. Common Questions on Consolidated or Regional Police Services

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- *May a regional or consolidated police agency overlap county boundaries?*

Yes. County boundaries present little difficulty in providing regional police service. The major handicap for the law enforcement agency is in having to adjust to two or more county court systems.

- *Must municipalities abut one another or may patrol units pass through nonparticipating jurisdictions?*

Naturally, it is more desirable for municipalities entering into regional police service to be adjacent to one another. However, nothing prohibits the adoption of a program which requires that patrols pass through nonparticipating jurisdictions.

- *Must agreements for regional police service developed under the authority of Act 180 (Intergovernmental Cooperation Act) be approved by the Local Government Commission?*

Only those agreements involving programs which overlap state boundaries or agreements developed with the state and/or federal government must be approved by the Local Government Commission. Agreements developed for police service between municipalities or groups of municipalities within the state require no approval at the state or federal level.

- *May a municipality dissolve its police department and enter into an agreement with another municipality or other municipalities for police service?*

Yes. The courts of Pennsylvania have basically held that the governing body of a municipality may abolish its police agency to make other arrangements for police protection. A Commonwealth Court decision (*Appeal from Ordinance No. 384 of the Borough of Dale*, 382 A.2d 145, 33 Pa.Cmwlt. 430, 1978) involved many issues which are often concerns of elected officials when they are considering such a move. In this case the court ruled that the municipality acted within its

power in abolishing its police department to enter into a purchase of service agreement with the City of Johnstown. More recently, as a result of rulings of the Pennsylvania Labor Relations Board, the dissolving of one department to contract for services from another municipal department is subject to collective bargaining under Act 111.

- *Must municipal ordinances which require police enforcement be codified?*

No. However, it is often found that there are very few differences in the ordinances that are developed by neighboring municipalities and little effort is necessary if codification is desirable.

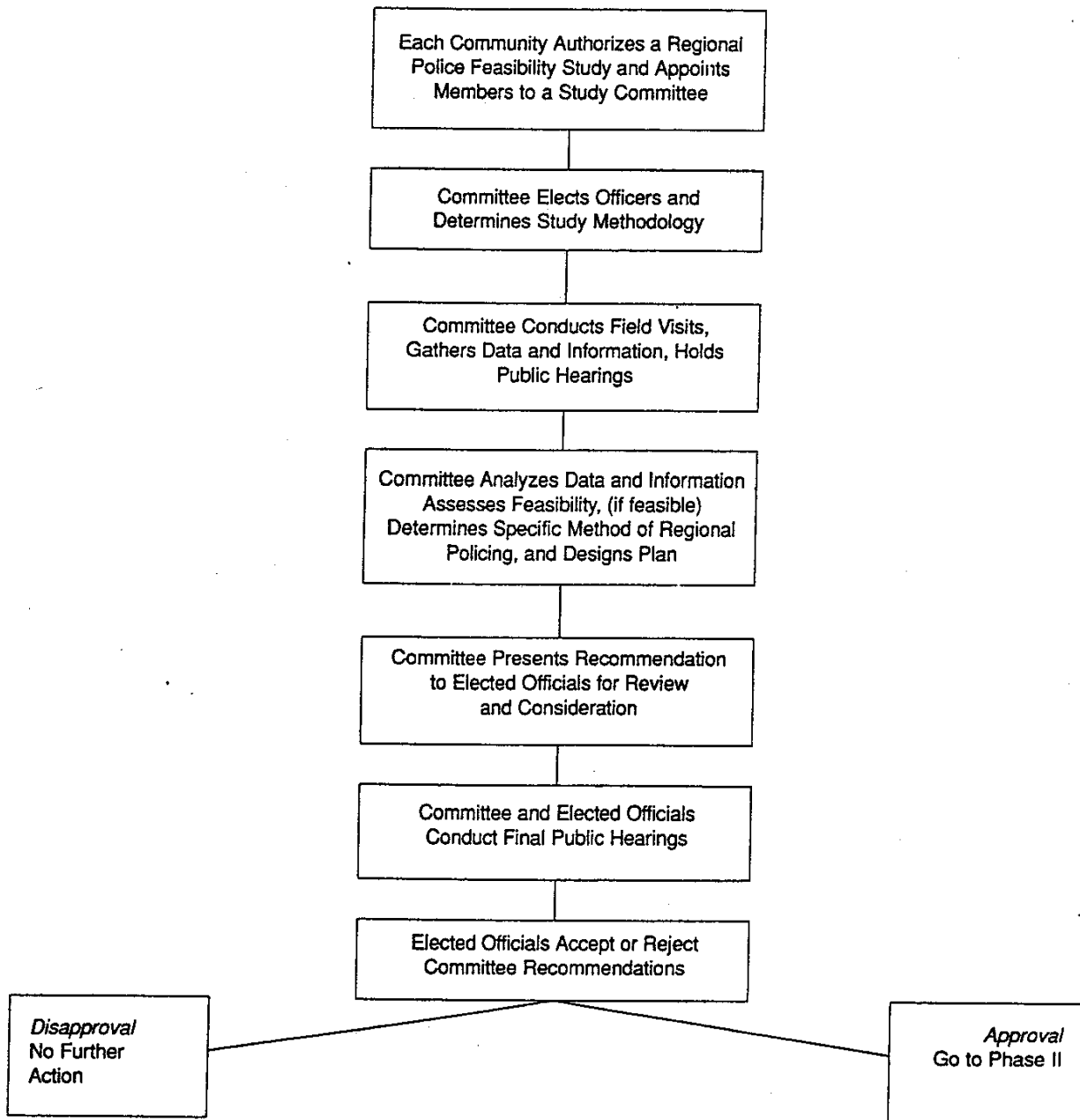
- *Are there other forms of consolidated or regional police service other than those discussed in this manual?*

Yes. One approach to regional policing which has been successful in a few locations in the country is the *share a chief* approach. Although not tried in Pennsylvania, it would seem most appropriate for the Commonwealth because of the large number of small rural police agencies. As discussed previously in this manual, little time is available to the chief in smaller departments to develop sound management procedures. Several communities in a small geographic area could effectively employ the same person as police chief. There could be many advantages to this concept in the form of improved police management and coordination of police services. Another approach is the *resident trooper* plan which had been approved by the Pennsylvania legislature but later abolished by the Sunset Law since it was not fully developed by the Pennsylvania State Police. This could be considered a form of regional policing which requires the cooperation of state government. In this method, the municipality enters into a contract with the state and purchases the services of one or more state police officers to serve the community.



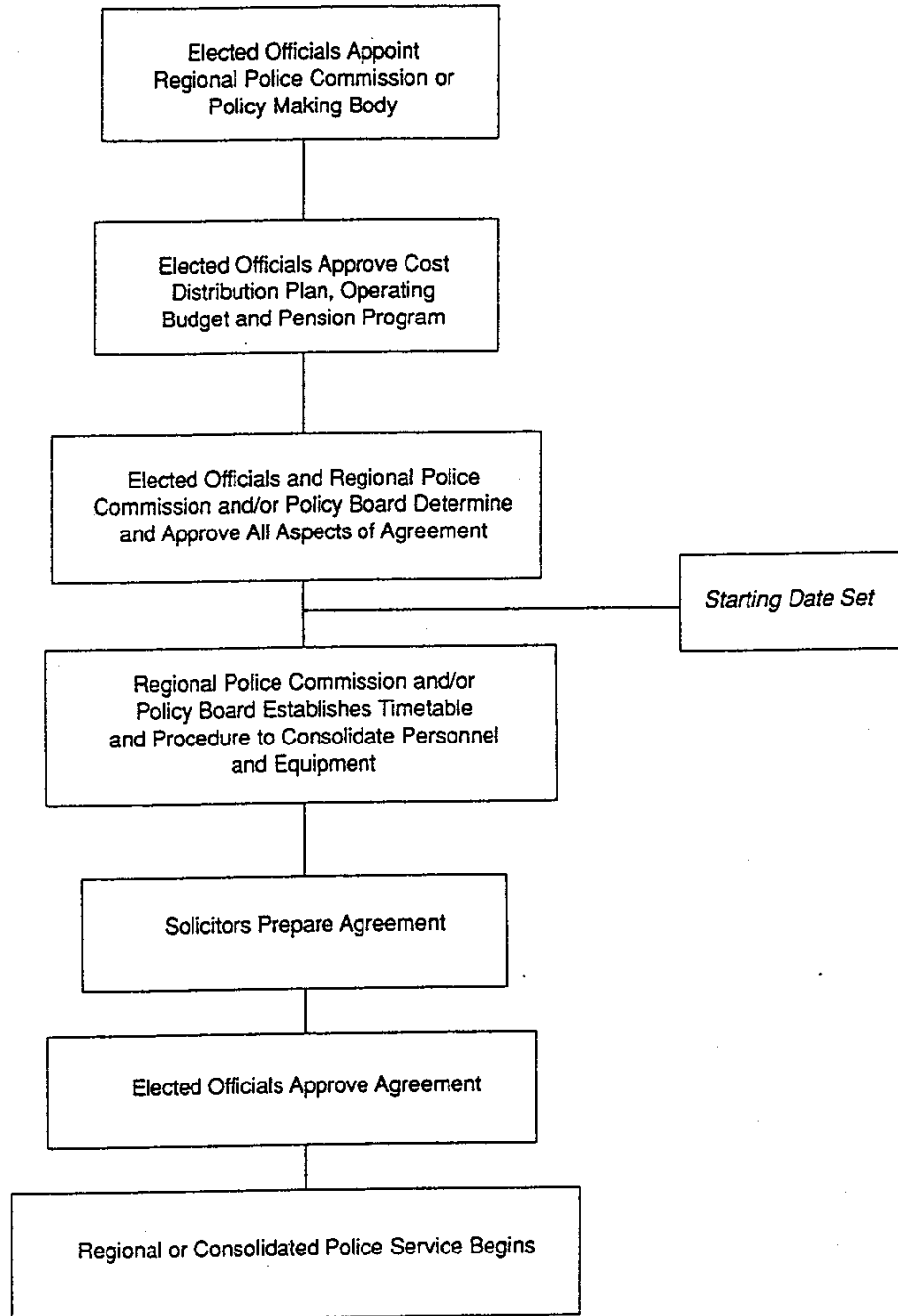
FIGURE 5.8 -

**SUMMARY OF STUDY PROCEDURE PHASE I**



**FIGURE 5.9 -**

**IMPLEMENTATION PROCESS PHASE II**





## Law Enforcement Survey

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COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF COMMUNITY AFFAIRS

Law Enforcement Survey

A. General Information

1. Name of Community \_\_\_\_\_
2. Address \_\_\_\_\_  
Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
3. Contact Person \_\_\_\_\_ Title \_\_\_\_\_
4. Phone: ( \_\_\_\_\_ ) \_\_\_\_\_
5. Type of Government:  
City \_\_\_\_\_  
Borough \_\_\_\_\_  
Township of the First Class \_\_\_\_\_  
Township of the Second Class \_\_\_\_\_

B. Community Characteristics

Base all the following information on the most recent census report unless more current figures are available. If other than actual census figures are used, please indicate the source.

1. Population Total \_\_\_\_\_
2. Total White \_\_\_\_\_ Total Non-White \_\_\_\_\_
3. Total Male \_\_\_\_\_ Total Female \_\_\_\_\_
4. Male Juveniles \_\_\_\_\_ Female Juveniles \_\_\_\_\_
5. Square Mile Area \_\_\_\_\_ Density \_\_\_\_\_
6. Median Education Level \_\_\_\_\_
7. Total Number of Students \_\_\_\_\_  
Number Elementary \_\_\_\_\_  
Number Jr. High School \_\_\_\_\_  
Number Sr. High School \_\_\_\_\_
8. Estimated number of persons over 21 years of age \_\_\_\_\_
9. Percent of population over 65 years of age \_\_\_\_\_
10. Median family income \$ \_\_\_\_\_
11. Number of households \_\_\_\_\_
12. Median number persons per household \_\_\_\_\_
13. Number of housing units \_\_\_\_\_
14. Percent of substandard housing \_\_\_\_\_
15. Number of public housing projects \_\_\_\_\_

16. What are the dominant economic activities in your community?

(Please circle the number below which best indicates the degree to which each is descriptive of your community).

- (a) Heavy Industry (steel mill, metal fabricating, etc.)  
Not at all dominant    1    2    3    4    5    6    7    very dominant
- (b) Light Industry and Manufacturing (textiles, shoes, etc.)  
Not at all dominant    1    2    3    4    5    6    7    very dominant
- (c) Residential, Professional and Service Oriented  
Not at all dominant    1    2    3    4    5    6    7    very dominant
- (d) Education (major university, etc.)  
Not at all dominant    1    2    3    4    5    6    7    very dominant
- (e) Military (major military installation)  
Not at all dominant    1    2    3    4    5    6    7    very dominant
- (f) Governmental  
Not at all dominant    1    2    3    4    5    6    7    very dominant
- (g) Agricultural  
Not at all dominant    1    2    3    4    5    6    7    very dominant
- (h) Natural Resource (Mining, forestry, etc.)  
Not at all dominant    1    2    3    4    5    6    7    very dominant
- (i) Recreational - Tourist  
Not at all dominant    1    2    3    4    5    6    7    very dominant

17. Total miles of state highway in your community \_\_\_\_\_

18. Total miles of local streets \_\_\_\_\_

**C. Cooperative Police Service**

1. Do you provide police protection and services to any other jurisdiction(s)?    \_\_\_ Yes    \_\_\_ No
2. If yes, in what year did the service begin?
3. If yes list those jurisdictions, the basis of reimbursement and, if any, denote the nature of the agreement below.

Jurisdiction	(a,b or c below)	Basis of Reimbursement

Form of agreement: (Circle form of agreement below and attach a copy of contract or agreement).

- a. Formal Cooperative Agreement (written)
- b. Legal Contract
- c. Informal Cooperative Agreement

**D. Personnel**

1. Total number of sworn full-time personnel \_\_\_\_\_ (List only those presently employed)
2. Authorized number of full-time personnel \_\_\_\_\_ (Potential full strength)

3. Please indicate the number of your sworn officers, who serve *full-time* in the following capacities:

Officers

- a. Recruitment, selection, and training of personnel. \_\_\_\_\_
- b. Planning and research. \_\_\_\_\_
- c. Community relations/crime prevention. \_\_\_\_\_
- d. Organized crime intelligence. \_\_\_\_\_
- e. Central records, identification, and data processing. \_\_\_\_\_
- f. Communications. \_\_\_\_\_
- g. Crime laboratory services. \_\_\_\_\_
- h. Temporary detention (jail). \_\_\_\_\_
- i. Supply and maintenance. \_\_\_\_\_
- j. Patrol. \_\_\_\_\_
- k. Traffic and accident. \_\_\_\_\_

- 4. Total number of sworn part-time personnel. \_\_\_\_\_
- 5. Total annual hours worked by all part-time sworn personnel. \_\_\_\_\_
- 6. Total number of civilian personnel (non-sworn) \_\_\_\_\_
- 7. Capacity in which civilian personnel work. \_\_\_\_\_
- 8. Total annual hours of all civilian personnel (non-sworn) \_\_\_\_\_

### E. Selection of Sworn Personnel

1. Indicate by circling a letter below the minimum educational requirements for initial appointment as a police officer:

- a. 8 years or less
- b. 9 - 11 years
- c. 12 years (high school graduate)
- d. High school diploma equivalent
- e. Some college
- f. 2-year college degree
- g. 4-year college degree

2. How many of your sworn officers now have:

- a. Less than 8th grade education \_\_\_\_\_
- b. 9 to 11 years of education \_\_\_\_\_
- c. 12 years (high school graduate) \_\_\_\_\_
- d. Equivalent of high school diploma \_\_\_\_\_
- e. Some college \_\_\_\_\_
- f. 2-year college degree \_\_\_\_\_
- g. 4-year college degree \_\_\_\_\_
- h. Master's degree or above \_\_\_\_\_

3. Prior to acceptance of recruits do you require that they receive intelligence tests? \_\_\_\_\_ Yes \_\_\_\_\_ No

4. Age requirements for appointment of sworn personnel:

- \_\_\_\_\_ a. Minimum \_\_\_\_\_ b. Maximum
- \_\_\_\_\_ c. None \_\_\_\_\_ d. Other



5. Height and weight requirements for eligibility of sworn personnel:
- a. Minimum \_\_\_\_\_ ft. \_\_\_\_\_ inches \_\_\_\_\_ pounds \_\_\_\_\_
- b. Maximum \_\_\_\_\_ ft. \_\_\_\_\_ inches \_\_\_\_\_ pounds \_\_\_\_\_
6. Vision requirements for eligibility:
- a. Minimum acceptable vision \_\_\_\_\_
- Corrected \_\_\_\_\_ Uncorrected \_\_\_\_\_
- b. None \_\_\_\_\_
- c. Other \_\_\_\_\_

## F. Administration and Operations

1. Do you have written job descriptions indicating the duties and responsibilities of sworn officers?  
 Yes  No
2. Are your sworn officers rated at established periods, after so much time in service, by their supervisors?  
 Yes  No
3. Are your sworn officers under Civil Service?  
 Yes  No
4. Are your officers permitted to hold outside jobs?  
 Yes  No
5. Do you have prearranged plans with other agencies to assist your department in case of emergencies?  
 Yes  No
6. If yes list the agencies: \_\_\_\_\_  
 \_\_\_\_\_
7. Do you have an established community relations program?  
 Yes  No
8. If yes, does your program contain:
- a. Police-community relations units (i.e., units whose functions are to plan and run programs for the purpose of maintaining communication and dialogue with as many civil organizations and individuals as possible; working with citizen groups - sending speakers to such groups, participating in community action programs, listening to public grievances).  
 Yes  No
- b. Citizen Advisory Committees (i.e., groups of citizens usually formed, under police auspices, to discuss policing problems). They have no formal authority but act as advisors to the department leaders.  
 Yes  No
- c. Special Police Community Relations Programs
1. Programs to educate the public concerning aspects of police work.  
 Yes  No
2. Programs other than law enforcement provided to the community (i.e., recreational, police athletic league, etc.).  
 Yes  No

9. During what hours is your police headquarters open to the public?

(Circle the appropriate letter and designate hours in right hand column where applicable).

- a. Headquarters is open 24-hours a day.
- b. Open on a regular basis. Hours \_\_\_\_\_
- c. Open on an irregular basis. Hours \_\_\_\_\_
- d. We have not established a police headquarters where the public may contact the police.

10. Do you have a single police telephone number for your area?

\_\_\_\_\_ Yes \_\_\_\_\_ No

11. If yes, is it a 911 Emergency telephone system?

\_\_\_\_\_ Yes \_\_\_\_\_ No

**G. Police Facilities**

1. Please describe below your present police facility (i.e., where located, how many rooms housing what functions, and generally how adequate).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**H. Sworn Personnel Staffing**

1. Indicate the number of sworn officers on duty and available for operational assignments at the various times indicated, with the categories listed below:

PATROL	2 A.M.	6 A.M.	10 A.M.	2 P.M.	6 P.M.	10 P.M.
1 One Officer						
2 Two Officers						
3 Foot Patrol						
4 Traffic Only						
5 Other						

INVESTIGATION						
1 Detective						
2 Vice						
3 Juvenile						
4 Other Special Details						
(Please List)						
A.						
B.						
C.						
D.						





## K. Training

1. Does your department conduct any of its own training?
  - a. Recruit training  Yes  No
  - b. In-service training  Yes  No
2. If either of the above answers is "No", list the agency or agencies that provide(s) this training for your department:
  - a. Recruit training \_\_\_\_\_
  - b. In-service training \_\_\_\_\_
3. Indicate below the approximate hours involved in your in-service training program above that required by law: (Circle the category of hours where applicable)
 

a. None	e. 51 to 100 hours
b. 1 to 5 hours	f. 101 to 250 hours
c. 6 to 10 hours	g. 251 to 300 hours
d. 11 to 50 hours	h. Over 300 hours
4. How many of your sworn officers have received the 520-hour basic training course? \_\_\_\_\_
5. Have *all* your officers with the rank of sergeant and above received supervisory training?
   
 Yes  No
6. If answer to question number 4 is "No", list the number of your sergeants and officers who have received such training and the number who have not.
   
 Have  Have Not
7. Do you have daily roll call training?
   
 Yes  No
8. Do new officers receive on-the-job training on patrol immediately after their recruit training period?
   
 Yes  No
  - a. Estimated total hours of on-the-job training \_\_\_\_\_

## L. Training Facilities

1. Please check the applicable space pertaining to your training facilities:

Facility	Have Our Own	Available In Vicinity	None Available
A. Academy or suitable training facility			
B. Classrooms only			
C. Auto driving range			
D. Indoor firearms range			
E. Outdoor range			
F. Gymnasium			
G. Auditorium			

**M. Advanced Training and Education**

1. Does your department encourage your officers to attend college?  Yes  No
2. If the answer is "Yes", indicate below how this encourage is given. (Circle as many letters as applicable).
  - a. Arrange work hours
  - b. Pay tuition
  - c. Pay part of tuition
  - d. Give credit on promotional examinations
  - e. Other (specify): \_\_\_\_\_
3. How many of your sworn officers have completed the "Polex Course" at Penn State, or the "Long Courses" at the Southern Police Institute or Northwestern University?
 

Polex		(number)
Southern Police Institute		(number)
Northwestern University		(number)
4. How many officers are graduates of the FBI National Academy? \_\_\_\_\_ (number)

**N. Records and Reports**

1. Please indicate whether your department maintains the following categories of police records:
 

a. Organized Crime Intelligence Information	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Criminal Arrest Records	<input type="checkbox"/> Yes	<input type="checkbox"/> No
c. Traffic/Accident Investigation Reports	<input type="checkbox"/> Yes	<input type="checkbox"/> No
d. Identification/Crime Lab Reports	<input type="checkbox"/> Yes	<input type="checkbox"/> No
e. Temporary Detection Records (Municipal Jail)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Supply and Maintenance Records	<input type="checkbox"/> Yes	<input type="checkbox"/> No
g. Complaint File	<input type="checkbox"/> Yes	<input type="checkbox"/> No
h. Reports of Offenses by FBI Uniform Crime Report (Part I)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
i. Reports of Offenses by FBI UCR (Part II)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
j. Juvenile Offenses	<input type="checkbox"/> Yes	<input type="checkbox"/> No
k. Reports of total UCR Part I offenses cleared (Arrests by your department)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
l. Reports of total UCR Part II offenses cleared (Arrests by your department)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Are civilians utilized principally in records section?  Yes  No
3. Does your department participate in a Centralized Record System?  Yes  No
4. Are reports normally typed on duty by your officers?  Yes  No
5. Do your officers normally make their reports utilizing a telephone dictation reporting system  Yes  No
6. What is the most modern type of record system(s) in your agency? (Circle the appropriate letter).
 

a. File drawers	d. Microfilm System
b. Mechanical rotation file	e. None
c. Computer	f. Other (specify) _____

## O. Police Operational Equipment

1. Indicate below information on all municipality owned police vehicles

YEAR	MAKE	MODEL	MILEAGE	CONDITION
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

## P. Police Pension

1. Does the police department maintain a retirement system? (Indicate type by circling appropriate letter).

- |            |          |
|------------|----------|
| a. Local   | d. Other |
| b. Annuity | e. None  |
| c. State   |          |

2. Retirement Data:

- a. Minimum age for retirement \_\_\_\_\_
- b. Minimum years of service for retirement \_\_\_\_\_
- c. Mandatory retirement age \_\_\_\_\_
- d. Includes death benefits? \_\_\_\_\_ Yes \_\_\_\_\_ No
- e. Includes Health and Accident Insurance? \_\_\_\_\_ Yes \_\_\_\_\_ No
- f. Includes widows' benefits? \_\_\_\_\_ Yes \_\_\_\_\_ No
- g. Number of police officers currently on retirement \_\_\_\_\_
- h. Number of police officers eligible for retirement in the following years.
  - 19 \_\_\_\_\_ Number \_\_\_\_\_
  - 19 \_\_\_\_\_ Number \_\_\_\_\_
  - 19 \_\_\_\_\_ Number \_\_\_\_\_
- i. Unfunded accrued liability from latest actuarial report \_\_\_\_\_
- j. Period of latest actuarial report from \_\_\_\_\_ to \_\_\_\_\_

**Q. Police Activity**

TRAFFIC ACCIDENT DATA				
Total Traffic Accidents Investigated by Police by Type				
Year	Fatal	Personal Injury	Property Damage	Total
19____				
19____				
19____				
19____				

TRAFFIC ENFORCEMENT DATA				
DATA CATEGORY	19____	19____	19____	19____
Total traffic citations issued				
Non-moving traffic citations (Parking)				
Traffic Warnings				

POLICE DEPARTMENT INCIDENT/COMPLAINT DATA*				
	19____	19____	19____	19____
Complaints/Incidents Reported				

\*Includes all on-view police activities; activities as a result of police dispatches; including Part I and Part II Crimes and Traffic related responses. Examples of activities which are countable as Incidents/Complaints and those which are not are listed below.

POLICE ACTIVITY	
INCIDENTS/COMPLAINTS	NON-INCIDENTS/COMPLAINTS
All reports of crime in UCR classes Accidents Parking Complaints Driving Complaints Family/neighborhood disputes Fights Noise/annoyances Barking dogs Prowlers All forms of mischief Animal complaints Assisting other agencies Open doors Suspicious circumstances Suspicious persons Escorts Alarm response Dangerous/hazardous situations	Routine traffic stops Delivery mail/messages Magistrate stops Checking house/business security Making municipal purchases Servicing vehicles or equipment Conducting investigations relating to previously reported incidents Community relations work Performing in-station tasks



**PART ONE OFFENSES REPORTED TO AND CLEARED BY POLICE**

Crime Category	19____		19____		19____	
	Reported	Cleared	Reported	Cleared	Reported	Cleared
1. Criminal Homicide						
a. Non-Negligent manslaughter & murder						
b. Manslaughter by negligence						
2. Forcible Rape						
3. Robbery						
4. Assault (aggravated)						
5. Burglary						
6. Larceny-Theft						
7. Motor Vehicle Theft						
8. Arson						
<b>TOTAL - PART ONE</b>						

**PART TWO OFFENSES REPORTED TO AND CLEARED BY POLICE**

Crime Category	19____		19____		19____	
	Reported	Cleared	Reported	Cleared	Reported	Cleared
9. Other assaults						
10. Forgery and Counterfeiting						
11. Fraud						
12. Embezzlement						
13. Stolen Property (Buying-Receiving and Possession)						
14. Vandalism						
15. Weapons (Possession-Carrying, etc.)						
16. Prostitution and Commercial Vice						
17. Sex Offenses (Except 2 and 16)						
18. Narcotic Drug Law						
19. Gambling						
20. Offenses Against Family & Children						
21. Driving Under the Influence						
22. Liquor Laws						
23. Drunkenness						
24. Disorderly Conduct						
25. Vagrancy						
26. All Other Offenses (Except Traffic)						
<b>TOTALS - PART TWO</b>						

**R. Fiscal Data**

1. Indicate the total expenditures in each of the following categories for each of the years indicated. (Capital outlay included).

	19_____	19_____	19_____	19_____
Total Municipal Expenditures				
Total Police Expenditures				

2. Detailed police expenditures - indicate the actual expenditures in each of the following specific categories for 19\_\_\_\_\_.

**a. Personnel**

- Salaries of sworn full-time officers \_\_\_\_\_
- Salaries of sworn part-time officers \_\_\_\_\_
- Salaries of civilian personnel \_\_\_\_\_
- Total overtime costs \_\_\_\_\_
- Total longevity payments \_\_\_\_\_
- Total cost of living payments \_\_\_\_\_
- Total educational salary incentive payments \_\_\_\_\_
- Total shift differential payments \_\_\_\_\_
- Medical and hospitalization insurance costs \_\_\_\_\_
- Dental, eye, prescription drug \_\_\_\_\_
- Social Security (FICA) and Medicare costs \_\_\_\_\_
- Workers' Compensation insurance costs \_\_\_\_\_
- Unemployment Compensation costs \_\_\_\_\_
- Life insurance costs (if separate from pension fund) \_\_\_\_\_
- Disability insurance cost \_\_\_\_\_
- Personal liability insurance costs \_\_\_\_\_
- Pension contributions by municipality \_\_\_\_\_
- Uniform maintenance (Laundry cleaning and repair) \_\_\_\_\_
- Training and education costs \_\_\_\_\_
- Legal fees (contract negotiations, arbitration, etc.) \_\_\_\_\_
- Miscellaneous costs (including travel, membership fees, promoting) \_\_\_\_\_
- Other (include any cost or expenditure for the police department not documented or accounted for on pages 45 through 46) \_\_\_\_\_

**b. Vehicles and Equipment**

- Fuel, oil, lubrication costs \_\_\_\_\_
- Vehicle maintenance (labor, parts) \_\_\_\_\_
- Purchase of office supplies (including paper, report forms, photographic supplies, fingerprint materials, etc.) \_\_\_\_\_
- Office equipment purchases (typewriters, desks, chairs, etc.) \_\_\_\_\_
- Other equipment purchases (uniforms, badges, firearms, safety equipment for vehicles, etc.) \_\_\_\_\_
- Equipment maintenance costs \_\_\_\_\_
- Radio communications costs and fees \_\_\_\_\_
- Centralized records costs or fees \_\_\_\_\_
- Insurance on vehicles \_\_\_\_\_

Purchase of vehicles \_\_\_\_\_

**c. Police Facility**

Heating costs \_\_\_\_\_

Electric power costs \_\_\_\_\_

Water and sewage costs \_\_\_\_\_

Telephone costs \_\_\_\_\_

Building supplies \_\_\_\_\_

Building maintenance (janitorial services, materials,  
and labor costs of repairs, etc.) \_\_\_\_\_

Building insurance costs (fire, liability, etc.) \_\_\_\_\_

*NOTE: If police agency is located in a structure housing other municipal offices, a percentage of total building costs should be used based upon floor space utilized.*

3. List the annual salaries for each of the positions and the number of positions existing in your department for each of the years indicated on the chart. (Please attach a copy of the current police organization chart of the police department.)

Position	19____		19____		19____		19____	
	Salary	Number	Salary	Number	Salary	Number	Salary	Number
Chief								
Assistant Chief								
Captain								
Lieutenant								
Sergeant								
Corporal								
Patrol Officers (Full-Time)								
Patrol Officers (Part-Time)								
Detective								
Civilian								
Other								

(1) Name	(2) Rank	(3) Act 120 Certification Number	(4) Date of Employment	(5) Base Salary	(6) Longevity Payment	(7) Education Payment	(8) Other Salary Payments	(9) Total Salary
<i>Willie Example</i>	Captain		07/01/87	\$25,000	\$500	\$300	NONE	\$25,800
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								

- NOTE:**
1. Please include the above information for all full-time and part-time sworn police officers.
  2. DO NOT include overtime payments in any of the above information.
  3. Columns #5, #6, #7 and #8 should equal the amount specified in column #9.
  4. If salary payments are indicated under column #8, explain what the payment is for.
  5. ATTACH A COPY OF THE POLICE LABOR AGREEMENT - IF A SEPARATE LABOR CONTRACT EXISTS FOR THE CHIEF OF POLICE, CLERICAL OR OTHER EMPLOYEES IN THE POLICE DEPARTMENT, ALSO ATTACH A COPY OF THOSE AGREEMENTS.

(1) Name	(2) Rank	(3) Act 120 Certification Number	(4) Date of Employment	(5) Base Salary	(6) Longevity Payment	(7) Education Payment	(8) Other Salary Payments	(9) Total Salary
<i>Willie Example</i>	Captain		07/01/87	\$25,000	\$500	\$300	NONE	\$25,800
16.								
17.								
18.								
19.								
20.								
21.								
22.								
23.								
24.								
25.								
26.								
27.								
28.								
29.								
30.								

- NOTE:**
1. Please include the above information for all full-time and part-time sworn police officers.
  2. DO NOT include overtime payments in any of the above information.
  3. Columns #5, #6, #7 and #8 should equal the amount specified in column #9.
  4. If salary payments are indicated under column #8, explain what the payment is for.
  5. ATTACH A COPY OF THE POLICE LABOR AGREEMENT - IF A SEPARATE LABOR CONTRACT EXISTS FOR THE CHIEF OF POLICE, CLERICAL OR OTHER EMPLOYEES IN THE POLICE DEPARTMENT, ALSO ATTACH A COPY OF THOSE AGREEMENTS.

**Common Questions Generated  
by Local Government Officials,  
Law Enforcement Officials and  
Local Citizens**

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## **Common Questions Generated by Local Government Officials, Law Enforcement Officials and Local Citizens**

### **Questions Commonly Asked by Local Government Officials**

1. What will it cost?
2. Upon what will the cost be based?
3. Is funding available to establish a regional department?
4. For how long is the funding available?
5. What will our share be after funding ceases?
6. Will it be more costly than at present?
7. Who will be responsible for bookkeeping?
8. How will the new department be controlled?
9. Will our present officers be absorbed into the regional department?
10. What will we do with our present police equipment?
11. Where will the headquarters be located?
12. How many officers will be necessary?
13. How many patrol cars will be required?
14. Will our ordinances be enforced as they now are?
15. How will we be assured of receiving the amount of service we are paying for?
16. How will we be kept aware of the police activity in our community?
17. Will we have any say in who is hired to head the department?
18. Will we have any say in the hiring of new officers?
19. May we legally delegate our police power?
20. Will we be able to withdraw at any time if we wish to do so?

### **Questions Commonly Asked by Law Enforcement Officials**

1. Will I be absorbed into the new department?
2. I am the chief now; what rank will I hold in the new department?
3. Who will select the chief and officers for other ranking positions?
4. What will happen to my pension rights?
5. Will I still receive longevity pay?
6. Will I have as good a medical and hospitalization plan as I have now?
7. Will I lose my accumulated sick leave?
8. Will I receive as much vacation time off as I do now?
9. Will my salary be equal to or more than I am receiving now?
10. Will I be able to retire when I expect to?
11. Who will control the new department?
12. What will be the requirements for promotion?
13. What will be my opportunity for promotion?
14. Will I still work in my own area?
15. Where will headquarters be located?
16. Will I have to move to be close to my work?
17. I work daylight now, will I have to work nights?
18. Will I have to buy my own equipment?
19. Will I still be able to hold my part-time job?
20. What happens to me if the regional department is dissolved?



## **Questions Commonly Asked by Local Citizens**

1. Will my taxes be increased?
2. Will the police officer still be on duty at the school crossing each morning?
3. Will I have to make a toll call to contact the police?
4. What type of additional services will I receive from the new department?
5. Will the police car patrol in my neighborhood as often as it does now?
6. Where will I have to go to pay a parking ticket?
7. Will the police department continue to police our school athletic events?
8. Where will I have to take my child's bicycle for its annual inspection?
9. Will there be an annual bicycle inspection as there is now?
10. Will a police officer come to the school each year to talk to the students on personal safety?
11. I know our police cars now; how will I know which car is supposed to patrol my neighborhood?
12. Will our elected officials have any say in the operation of the police department?
13. What happens to our police officers if the consolidated department fails?
14. Will we still have an officer on foot in our downtown business area?
15. Where will our chief of police fit into the new department?
16. Will the residents of our community be eligible for positions in the police department as they are now?
17. How will we know what the police department is doing in our community?
18. Our police department sponsors a picnic for the school safety patrol each year; will this continue?
19. How will we know if what we receive in police service is equal to our share of the cost?
20. What happens if another community drops out? Will we have to pay their share of the costs?

## Sample Contract or Purchase of Service Agreement

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## Joint Municipal Agreement for Law Enforcement Services

This AGREEMENT is made this \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, by and between the following municipalities:

The TOWNSHIP of \_\_\_\_\_, a Second Class Township of \_\_\_\_\_ County, Pennsylvania (TOWNSHIP); and the BOROUGH of \_\_\_\_\_, of the same County, (BOROUGH). The background of this agreement is as follows:

BOROUGH desires to have the police department of TOWNSHIP perform law enforcement functions within such borough and the township is willing to render such services on the terms and conditions hereinafter set forth. This Agreement is entered into under the authority of the Intergovernmental Cooperation Act of July 12, 1972, No. 180 (53 P.S. 481, et. seq.). This Agreement shall become binding and in force as to the municipalities when adopted as an ordinance by both TOWNSHIP and BOROUGH, but no later than 12:01 a.m., \_\_\_\_\_, 19\_\_.

The parties hereto, intending to be legally bound hereby, agree as follows:

1. TOWNSHIP agrees, through its police department, to provide police protection within the corporate limits of BOROUGH to the extent and in the manner hereinafter set forth:

Except as otherwise hereinafter specifically set forth, such services shall only encompass duties and functions of a type coming within the jurisdiction of and customarily rendered by the police department of TOWNSHIP.

Except as otherwise hereinafter provided, the level of service shall be that same basic level of service that is provided for the incorporated area of the TOWNSHIP by said township police department.

The rendition of such services, the standards of performance, the discipline of officers and other matters incident to the performance of such services and the control of personnel so employed, shall remain with the TOWNSHIP.

In the event of a dispute between the parties concerning the extent of the duties and functions to be rendered hereunder, or concerning the level of performance of such service, the parties agree to attempt to resolve any such dispute through a meeting and discussion by a committee composed of the manager or the Public Safety Committee of the TOWNSHIP and a representative appointed by BOROUGH.

2. TOWNSHIP, through its police department, shall provide law enforcement services to BOROUGH as follows:

### *Patrol Service*

- A. Enforcement of the Vehicle Code of the Commonwealth of Pennsylvania which is now and hereinafter enforced within the limits of the TOWNSHIP.
- B. Enforcement of the Crimes Code of the Commonwealth of Pennsylvania which is now and hereinafter enforced within the limits of the TOWNSHIP.
- C. Enforcement of the police ordinances of the BOROUGH which are the same or similar in nature to those now and hereinafter enforced within the limits of the TOWNSHIP.
- D. Maintain periodic security checks of business establishments located within the limits of the BOROUGH.
- E. Report hazardous conditions existing within the BOROUGH to the proper authority, (i.e., traffic lights out, holes in the highways, street lights out, etc.).

### *Investigative Service*

- A. Investigate to a satisfactory conclusion all reported criminal offenses which are of a nature or similar in nature to those now and hereinafter investigated within the limits of the TOWNSHIP.
- B. Investigate accidents occurring on BOROUGH highways or within the BOROUGH which are of a type or similar in nature to those now and hereinafter investigated within the limits of the TOWNSHIP.

- C. Respond to citizen complaints and requests which are of a type and similar in nature to those now or hereafter responded to and investigated within the limits of the **TOWNSHIP**.
- D. Prosecute, in the courts having jurisdiction, those persons believed to be responsible for criminal law, traffic law and ordinance violations occurring within the **BOROUGH**.

*Administrative Service*

- A. The **TOWNSHIP** Police Department shall establish and maintain a complete and up-to-date uniform police records system concerning all services rendered to the **BOROUGH**.
  - B. The **TOWNSHIP** police department shall provide the **BOROUGH** Council with a monthly and yearly police activity report setting forth an account of services rendered hereunder.
  - C. The **TOWNSHIP** police department shall submit to the state and federal governments all required and necessary reports, that are of a type or similar in nature to those that are now or hereafter submitted by the **TOWNSHIP** police department.
  - D. The **TOWNSHIP** police department shall make recommendations to the **BOROUGH** council, if and when necessary, for the improvement of traffic and other regulations.
3. For the purpose of performing said functions and services, **TOWNSHIP** shall furnish and supply all necessary supervision, equipment, communications, facilities and supplies necessary to maintain the level of service to be rendered hereunder.
  4. For the purpose of performing such services and functions, and for the purpose of giving official status to the performance thereof, every **TOWNSHIP** police officer engaged in performing any such service and function shall have all of the powers and authority conferred by law on **BOROUGH** police while performing services for the **BOROUGH**.
  5. **BOROUGH** shall not be required to assume any liability for the direct payment of any salaries, wages or other compensation to any **TOWNSHIP** personnel performing services hereunder for said **BOROUGH**, or any liability other than that provided for in this Agreement.
  6. Except as herein otherwise specified, **BOROUGH** shall not be liable for compensation or indemnity to any **TOWNSHIP** officer or employee for injury or sickness arising out of his employment.
  7. The parties agree that the police officers of **TOWNSHIP** are employed by **TOWNSHIP** and under the exclusive supervision and control of **TOWNSHIP**, and **TOWNSHIP** agrees, as such employer, to be responsible for any acts and omissions of such policemen while on duty in **BOROUGH**, to the same extent that **TOWNSHIP** may be responsible for such acts committed within **TOWNSHIP**, and agrees to indemnify and hold harmless **BOROUGH** from any such liability as an employer on account of such acts or omissions. **TOWNSHIP** agrees to maintain appropriate insurance protecting **BOROUGH** against liability for such acts and omissions to the extent deemed appropriate by **TOWNSHIP**.
  8. The parties agree that there shall be initially scheduled a minimum of \_\_ hours of police services per week exclusively in **BOROUGH** and a complaint response will be maintained during those times when there are no active patrols in **BOROUGH**. If this Agreement shall be renewed, the number of hours set forth herein may be altered by the parties from time to time, depending on the needs of **BOROUGH**, by an executed addendum, without the necessity of amending this Agreement.
  9. **BOROUGH** agrees to pay **TOWNSHIP** for the services performed under this Agreement an amount of money based on the following formula:
    - A. The total **TOWNSHIP** police department budget, less all costs deemed unnecessary for the delivery of police services to the **BOROUGH**, shall be determined on an annual calendar year basis in conformity with the usual practices of **TOWNSHIP**.

- B. A "per hour" cost shall be determined by dividing the above total figure by the number of man hours delivered per year by the police department of TOWNSHIP.
  - C. The "per hour" figure as set forth in the foregoing subparagraph B shall be multiplied by the agreed upon hours of service to be furnished by the TOWNSHIP.
  - D. The foregoing cost figures shall be determined annually, for the forthcoming calendar year, during the month of December, except for the figures in effect from the effective date of this Agreement to and including December 31, 19\_\_, which shall be determined immediately after the effective date of this Agreement.
  - E. TOWNSHIP shall have the right to increase the charge or cost to BOROUGH during any calendar year, after the above determination has been made, if the "per hour" cost shall have increased due to matters beyond the control of TOWNSHIP, such as increased insurance premiums, and the like.
  - F. Attached hereto and made a part hereof by reference are the figures used in the computation of the "per hour" costs made by TOWNSHIP prior to the execution of this Agreement, which conforms with the cost computations provided for in this Paragraph 9.
10. The parties hereto specifically agree and understand that there is no consolidation of police officers employed by the two parties provided for under this Agreement, that TOWNSHIP is not receiving or accepting any police employees of BOROUGH, and that the discharge of or other disposition of any police officers heretofore employed by BOROUGH is the sole responsibility of BOROUGH.
11. This Agreement shall automatically renew itself for the calendar year 19\_\_ commencing January 1, 19\_\_, and may be terminated by either party on any December 31st by either party giving written notice one (1) year or more prior thereto by certified mail or by personal service. Accordingly, this Agreement may not be terminated prior to December 31, 19\_\_, and may be terminated by either party on any December 31st by either party giving written notice one (1) year or more prior thereto by certified mail or by personal service.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed effective the date aforesaid, after authorization by Ordinance Number \_\_ of BOROUGH, enacted as aforesaid.

TOWNSHIP OF \_\_\_\_\_

BY: \_\_\_\_\_

Chairman, Board of Supervisors

Attest: \_\_\_\_\_

Secretary of the Township of

\_\_\_\_\_

BOROUGH OF \_\_\_\_\_

BY: \_\_\_\_\_

President of Council

Attest: \_\_\_\_\_

Secretary of the Borough of

\_\_\_\_\_



## Sample Articles of Agreement for Consolidated Police Services

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## ARTICLES OF AGREEMENT

Made, executed and delivered in multiple copies this \_\_\_\_ day of \_\_\_\_\_, 19\_\_, by, between and among collectively,

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all political subdivisions of the Commonwealth of Pennsylvania, situate in the County of \_\_\_\_\_, hereinafter referred to as the municipalities.

### WITNESSETH:

**WHEREAS**, the municipalities desire collectively to associate themselves together in and by virtue of this Agreement to create the \_\_\_\_\_ Police Department; and

**WHEREAS**, the power to create such police department is granted by the Constitution of the Commonwealth of Pennsylvania, Article IX, Section 5; and

**WHEREAS**, each of the municipalities because of increasing population mobility and a concomitant increase in public safety problems tending to obliterate historical municipal boundaries in the enforcement of laws of the Commonwealth of Pennsylvania and the ordinances of the several municipalities; and

**WHEREAS**, there is an urgent need for uniformity and continuity in the enforcement of the laws of the Commonwealth of Pennsylvania and the ordinances of the several municipalities, and

**WHEREAS**, the area of the municipalities, party to this Agreement, is an area of small or nonexistent police departments operating independently of each other; and

**WHEREAS**, coordination and integration of the exercise and discharge of the police powers in the municipalities has tended to be less than desirable and as required; and

**WHEREAS**, the governing bodies of \_\_\_\_\_

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have, by appropriate resolutions, manifested a genuine interest in safer communities through improved police service; and

**WHEREAS**, the participating municipalities have determined that the provision of police service across historical municipal lines will increase their ability to preserve and protect the public safety and welfare of all the residents of the entire area; and

**WHEREAS**, the duly elected public officials of the participating municipalities desire a full and complete police program that contains the components of adequate police service; and

**WHEREAS**, it is the desire of the aforesaid municipalities to enter into this Agreement for the purpose of having available for use throughout the territorial limits of all participating municipalities the service of police employed by any and all of the said municipalities under the terms and conditions hereinafter set forth; and

**WHEREAS**, cooperation among the adjoining and adjacent municipalities is the proper exercise and discharge of their governmental powers, duties, and functions, and is provided in the Constitution of the Commonwealth of Pennsylvania in Article IX, Section 5, as well as the Act of July 12, 1972, P.L. 762, No. 180, as amended, (53 P.S. 471 *et seq.*).

**NOW THEREFORE**, for and in consideration of the mutual promises hereinafter contained, the parties hereunto intending to be legally bound hereby, have agreed as follows, to wit:

The term of this Agreement shall be for a period commencing with the date of execution hereof, through \_\_\_\_\_, 19\_\_, and no party hereunto can terminate its rights, duties, obligations, and requirements imposed hereby without the unanimous consent of all other parties hereunto. On and after \_\_\_\_\_, 19\_\_, any party hereunto can, upon one year's written notice served by certified mail upon all other parties hereunto, withdraw from this Agreement, provided however, nevertheless that such withdrawing party shall be required and responsible for all costs, obligations and liabilities caused by its withdrawal and imposed upon the remaining members for a period of \_\_\_ years next following its withdrawal.

## **ARTICLE I POLICE DISTRICT BOUNDARIES**

**SECTION A.** That all mutual municipal boundaries of the participating political subdivisions shall be obliterated for the purposes of police service, so that a single police district comprising the total geographic area of \_\_\_\_\_ is established, hereinafter known as the \_\_\_\_\_ Regional Police Department.

## **ARTICLE II REGIONAL POLICE BOARD**

**SECTION A.** That the \_\_\_\_\_ Regional Police Department shall be under the general supervision of a joint board to be known as the \_\_\_\_\_ Regional Police Board, (hereinafter referred to as "board") consisting of one representative from each municipality party to this Agreement; provided that when additional municipalities become part of the \_\_\_\_\_ each such joining municipality shall have same membership on the board as the municipalities then members of the \_\_\_\_\_. The joining municipalities may determine the appointees by resolution, and so notify the board at its organization meeting.

**SECTION B.** That the representative from the borough(s) shall be the mayor of the borough or a member of borough council and the representative from the township(s) shall be one of the township supervisors.

**SECTION C.** That the governing body of the joining municipality shall appoint the member of the board for a term of one year, renewable annually. The term of office shall commence on the date of appointment, which shall be made at the reorganization meeting of the governing body of the municipality.

**SECTION D.** That if a member of the board is separated from the board of supervisors or the mayoralty office or from borough council, for any reason, or is absent or incapacitated, such office on the board will automatically become vacant and the governing body of the municipality shall make an appointment to the unexpired term or interim term.

**SECTION E.** That the officers of the board shall be Chairman, Vice-Chairman, Secretary and Treasurer, their duties as prescribed by Roberts Rules of Order, Revised.

## **ARTICLE III MEETINGS**

**SECTION A.** The board shall meet at 7:30 P.M. on the \_\_\_\_\_ day following the reorganization meetings of the municipalities' governing bodies party to this Agreement for the purpose of electing officers for a one-year term and in the event that such day is a legal holiday under the laws of the Commonwealth, then the annual organization meeting of the board shall be held the next succeeding secular day not a legal holiday under the laws of the Commonwealth, or at such other times as may be determined by the board.

**SECTION B.** That the members of the board shall meet at 7:30 P.M. on the \_\_\_\_\_ day of each month for the purpose of conducting the business of the board and in the event that such day is a legal holiday under the laws of the

Commonwealth, on the succeeding secular day not a legal holiday under the laws of the Commonwealth, or at such other time as may be determined by resolution of the board.

**SECTION C.** That special or rescheduled regular meetings of the board may be scheduled by appropriate resolution of the board fixing the date, time, and place of such meeting. Special or rescheduled regular meetings may be called by the chairman and shall be called at the written request of any \_\_\_\_\_ or more members of the board. The call and the request, if any, shall state the purpose of the meeting. The meeting shall be held at such date, time and place as shall be designated in the call of the meeting. Written notice of each such special or rescheduled meeting shall be given, at least one day prior to the day named for the meeting, to each member of the board who does not waive such notice in writing.

**SECTION D.** That a majority of the members of the board shall be necessary to constitute a quorum for the transaction of business, and the acts of a majority of the members present at a meeting at which a quorum is present shall be the action of the board. Voting on all questions shall be taken by a show of hands or voice vote, provided, however, that the chairman may on the chair's own motion or shall, at the request of any member, cause a vote to be taken by roll call. The parliamentary procedure of the board shall be governed by Roberts Rules of Order, Revised.

**SECTION E.** That the board shall maintain an accurate record of the minutes of meetings, regular or special, and other records; and further, that such minutes and records shall, at reasonable times, be open for inspection by any citizen of the participating municipalities.

#### **ARTICLE IV APPORTIONMENT FORMULA**

That all costs for areawide police service shall be apportioned on an equitable basis in accordance with determinations arrived at by the \_\_\_\_\_. Apportionment formulas shall be reviewed annually by the \_\_\_\_\_.

#### **ARTICLE V FINANCE**

**SECTION A.** That the board shall prepare an annual budget which shall be submitted for consideration and approval to each of the participating governing bodies not later than October 1; and, that if such approvals have not been consummated by December 31 of the current year, the prior year's budget shall be operative until such approvals are given to the \_\_\_\_\_. Each municipality party to this Agreement shall release to the treasurer proportionate shares of the annual budget appropriations quarterly on the first day of February, May, August, and November each year.

**SECTION B.** That all monies of the \_\_\_\_\_, from whatever source derived, shall be paid to the treasurer of the board. Said monies shall be deposited by the treasurer in a special account in a bank located in the participating municipalities. The account, to the extent the same is not insured, shall be continuously secured by a pledge of direct obligation of the United States or of the Commonwealth, or of the municipalities creating the \_\_\_\_\_, having an aggregate market value at all times at least equal to the balance on deposit on such an account. The monies in said account shall be paid out on the warrant or other order of the treasurer of the board, or of such other person as the board may authorize to execute such warrants or orders. The treasurer of the board shall give bond in such sum as approved by the board, and the premiums shall be paid by the board.

**SECTION C.** That the \_\_\_\_\_ shall file an annual written report covering its police work with the Department of Community Affairs of the Commonwealth of Pennsylvania, and with the municipalities creating the board by February fifteenth of each year. The board shall have its books, accounts, and records audited annually by a Certified Public Accountant and a copy of this audit report shall be attached to, and be made a part of the aforesaid annual report. A concise financial statement shall be publicized annually, at least once, in a newspaper of general circulation in the participating municipalities. If the board fails to make such an audit, then the controller, auditors, or accountants designated by any one or all of the participating municipalities shall be authorized from time to time to examine the books of the \_\_\_\_\_ including its receipts, disbursements, sinking funds, investments, and any other matters relating to its financing and affairs. The Attorney General of the Commonwealth of Pennsylvania shall have the right to examine the books, accounts, and records of the board.

**ARTICLE VI  
JURISDICTION AND POWER**

**SECTION A.** That the \_\_\_\_\_ shall provide technical supervision and direction to all of the police activities of the district, providing police services as required in each participating municipality which may include investigation of all crimes and complaints within said municipalities, assistance in the enforcement of ordinances in the municipalities, and all other services normally provided by a municipal police agency.

**SECTION B.** That the \_\_\_\_\_ Regional Police Department police officers and civilian personnel shall be under the direct supervision of a regional police chief who will report to the board.

**SECTION C.** That one of the participating municipalities of the \_\_\_\_\_ shall be selected for the financial and legal administration of the police force. This municipality will be responsible for administering payroll, fringe benefits such as insurance, retirement, pension, and all other personnel administrative matters in accordance with the policies established and direction provided by the board.

**SECTION D.** That all appointments, removals, promotions, and suspensions shall be made by the \_\_\_\_\_ pursuant to the [municipal] Code and policies established by the \_\_\_\_\_.

**SECTION E.** That the board shall make uniform policies on wages, hours, and conditions and terms of employment and other matters relating to effective police service, consistent with the laws of the Commonwealth of Pennsylvania.

**SECTION F.** That the board shall adopt a written police personnel policy covering all the sections of this Article and make same available for distribution to the parties of this Agreement.

**SECTION G.** That the municipalities are responsible for their pro rata share of the employer costs of the regional police pension fund under Act 205 of 1984, and may fund their share with all or part of the General Municipal State Aid Pension funds distributed to the participating municipalities by the Commonwealth of Pennsylvania. Allocation of sufficient funds shall be forwarded by the joining parties to this Agreement to the board, for the purposes authorized under such act governing the operation of police pension funds, the amount credited against the proportionate share of total cost to be paid by the parties to the Agreement.

**SECTION H.** That the board shall have the power to enter into contracts for policies of group insurance and employe benefits, including social security for employes of the \_\_\_\_\_ Regional Police Department.

**ARTICLE VII  
PROPERTY**

**SECTION A.** That all existing police equipment, materials, and supplies of the parties to this Agreement which are useful to the joint operation shall be purchased by the municipality financially administering the joint police agency at the fair market value of said equipment, materials and supplies. The fair market value shall be determined by appraisers appointed by the participating municipalities and shall be based primarily upon current prices in this region for like equipment, materials and supplies in the used equipment, material, and supply market.

**SECTION B.** That in the event of termination of this Agreement, all common equipment, materials, and supplies retained by the \_\_\_\_\_ shall be appraised by appraisers appointed by the parties to the Agreement for purposes of determining the value of the equipment, materials and supplies. The equipment, materials and supplies shall then be distributed in the same proportion as the actual expenses of the participating municipalities for the areawide protection during the past 12 month period. In the event that an equitable distribution is not possible, all, or any portion of the equipment, material and supplies may be sold and the proceeds distributed in the aforesaid proportion.

**ARTICLE VIII  
POLICE HEADQUARTERS**

**SECTION A.** That the central police headquarters for the \_\_\_\_\_ Regional Police Force shall be located initially in the \_\_\_\_\_ Building. The rental costs will be agreed to between the board and the \_\_\_\_\_ of \_\_\_\_\_. The final location of the central police headquarters shall be determined by the \_\_\_\_\_.

**ARTICLE IX  
POLICE RECORD SYSTEM**

**SECTION A.** That the \_\_\_\_\_ shall establish and control a complete and up-to-date uniform police record system after first assembling all existing police records of the police departments of the municipalities party to this agreement.

**ARTICLE X  
DEPUTIZATION, IMMUNITY, AND CLAIMS**

**SECTION A.** That the \_\_\_\_\_ shall furnish to each of the municipalities party to the Agreement, the names of all police officers of the \_\_\_\_\_ Police Force for the purpose of deputization of such officers as police officers of all the municipalities in order to perform police duties outside the boundaries of the municipality appointing such police officers.

**SECTION B.** That the police services performed and the expenditures incurred under this Agreement shall be deemed for public and governmental purposes, and all immunities from liabilities enjoyed by the participating municipalities within its boundaries shall extend to its participation in police services outside its boundaries.

**SECTION C.** That the \_\_\_\_\_ shall maintain adequate liability insurance coverage against claims arising out of the police activities in each participating municipality rendering police duty or service hereunder in its own and outside its municipal boundaries. Each participating municipality hereby waives any and all causes of action or claims against all other participating municipalities hereto and against \_\_\_\_\_ Regional Police Department which may arise out of their police activities and in the case of municipalities participating hereunder whether within or outside of their respective municipal boundaries while rendering police service, or duty under this Agreement. Each party to this Agreement and \_\_\_\_\_ further agrees to cause any insurance policy giving liability coverage against claims arising out of its police activities, and in the case of municipalities participating hereunder whether within or outside its municipal boundaries, to contain a waiver of subrogation clause or endorsement under which the insurance company waives its right of subrogation against each party to this Agreement as to any and all causes of action or claims against all other participating municipalities hereto which may arise out of their police activities hereunder.

**SECTION D.** That for purposes of liability in actions arising out of regional police services, all participating municipalities shall be proportionately liable for actions against any municipality for services lawfully provided. The proportion of liability shall be in the same proportion as the actual expenses of the participating municipalities for the areawide protection during the period of police services in question.

**ARTICLE XI  
JOINER OF ADDITIONAL MUNICIPALITIES**

**SECTION A.** That additional municipalities may become party to this Agreement upon application to the board, approval of all the then participating municipalities, and upon proper acceptance of the provisions of this Agreement by the applicant municipality.

**SECTION B.** That the \_\_\_\_\_ may permit the purchase of services by nonparticipating municipalities on terms mutually agreed upon by the participating municipalities.

**ARTICLE XII  
INTERPRETATION OF AGREEMENT**

**SECTION A.** That all differences arising out of interpretation of Agreement shall be resolved by the \_\_\_\_\_ or if the dispute over interpretation is not resolved within \_\_\_\_\_ days, by a vote of the participating municipalities, each body casting one vote as determined by a majority in each governing body.

**ARTICLE XIII  
TERMINATION**

**SECTION A.** That withdrawal from this Agreement by any single party to it shall not terminate the agreement among the remaining parties.

**IN WITNESS WHEREOF,** the parties hereunto have executed the same the day and year first above written.

**ATTEST:**

\_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_ By: \_\_\_\_\_

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\_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_ By: \_\_\_\_\_

# ACT 180 of 1972

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## Relating To Intergovernmental Cooperation





**INTERGOVERNMENTAL COOPERATION LAW**  
**1972 P.L. 762, No. 180; 53 P.S. 481**  
**As amended through April 30, 1996**

**AN ACT**

*Relating to intergovernmental cooperation.*

The General Assembly of the Commonwealth of Pennsylvania hereby enacts as follows:

**SECTION 1.** As used in this act, "municipality" means a county, city of the second class, second class A and third class, borough, incorporated town, township, school district or any other similar general purpose unit of government which shall hereafter be created by the General Assembly.

**SECTION 2.** This act shall not apply to any agreement entered into by a city of the first class nor to any agreement entered into between a municipality and a city of the first class.

**SECTION 3.** Two or more municipalities in this Commonwealth may jointly cooperate, or any municipality or municipalities may jointly cooperate with any municipality or municipalities located in any other state, in the exercise or in the performance of their respective governmental functions, powers or responsibilities. For the purpose of carrying the provisions of this act into effect, the municipalities cooperating shall enter into such joint agreements as may be deemed appropriate for such purposes.

**SECTION 4.** A municipality by act of its governing body may, or upon being required by initiative and referendum in the area affected shall, cooperate or agree in the exercise of any function, power or responsibility to one or more other governmental units including other municipalities or districts, the Federal Government, any other state or its governmental units, or any newly created governmental unit.

**SECTION 5.** A municipality may enter into intergovernmental cooperation with or delegate any functions, powers or responsibilities to another governmental unit or political subdivision upon the passage of an ordinance by its governing body. If mandated by initiative and referendum in the area affected, it shall adopt such an ordinance.

**SECTION 6.** Initiative means the filing with the appropriate election officials at least ninety days prior to the next primary or general election, of a petition containing a proposal for referendum signed by electors comprising five percent of the number of electors voting for the office of Governor in the last gubernatorial election in each municipality or area affected. The applicable election officials shall place the proposal on the ballot in a manner fairly representing the content of the petition for decision by referendum at said election. Initiative on a similar question shall not be submitted more often than once in five years.

Referendum means approval of a question placed on the ballot by initiative by a majority vote of the electors voting thereon.

**SECTION 7.** The ordinance adopted by the governing body of a municipality entering into intergovernmental cooperation or delegating or transferring any functions, powers or responsibilities to another municipality or to a council of governments, consortium or any other similar entity shall specify:

- (1) The conditions of agreement in the case of cooperation with or delegation to other municipalities, the Commonwealth of Pennsylvania, other states, or the Federal Government;
- (2) The duration of the term of the agreement;
- (3) The purpose and objectives of the agreement, including the powers and scope of authority delegated in the agreement;

- (4) The manner and extent of financing the agreement;
- (5) The organizational structure necessary to implement the agreement;
- (6) The manner in which property, real or personal, shall be acquired, managed, licensed or disposed of;
- (7) That the entity created under this section shall be empowered to enter into contracts for policies of group insurance and employee benefits, including social security, for its employees.

*(Amended 1986 P.L. 1439, No.137).*

**SECTION 7.1.** All joint purchases involving an expenditure of more than \$10,000 shall be made by contract, in writing, only after notice for bids once a week for two weeks in at least one and not more than two newspapers of general circulation circulating generally in the joining municipalities. All contracts shall be let to the lowest responsible bidder. Every contract for the construction, reconstruction, alteration, repair, improvement or maintenance of public works shall comply with the provisions of the act of March 3, 1978 (P.L. 6, No.3), known as the "Steel Products Procurement Act".

*(Added 1978 P.L. 1044, No. 238 and amended 1981 P.L. 534, No. 153 and 1990 P.L.400, No.96).*

**SECTION 7.2.** In addition to joint purchases authorized by Section 7.1., municipalities are further authorized to make direct purchases from vendors or suppliers of goods, materials or equipment without compliance with existing and otherwise applicable statutory requirements governing competitive bidding and execution of contracts, as follows:

- (1) Any county may by appropriate resolution, and subject to such reasonable regulations as it may prescribe, permit any municipality within the county to participate in or purchase off contracts for goods, materials or equipment entered into by the county.
- (2) Any municipality desiring to participate in such purchase contracts shall file with the county purchasing agency and with the county solicitor a certified copy of an ordinance or resolution of its governing body requesting that it be authorized to participate in purchase contracts of the county and agreeing that it will be bound by such terms and conditions as the county may, and as hereafter provided shall, prescribe and that it will be responsible for payment directly to the vendor under each purchase contract.
- (3) The county may permit such participation by municipalities only where the solicitation for bids and specifications for such county contracts, and such contracts themselves, expressly provide for and inform prospective and successful bidders that the contract to be let is intended to be subject to this act and to regulations adopted by the county hereunder.
- (4) Among such terms and conditions as the county may specify, it shall prescribe that all prices shall be F.O.B. destination.

*(Added 1986 P.L. 1472, No.148).*

**SECTION 7.3.** Any county or municipality may, by ordinance, authorize joint purchases of materials, supplies and equipment with any private school, parochial school, private college or university or nonprofit human services agency within the county or municipality as the case may be. Any such ordinance shall require that the school, college or agency shall be bound by the terms and conditions of purchasing agreements as the county or municipality shall prescribe and that the school, college or agency shall be responsible for payment directly to the vendor under each purchase contract. Schools, colleges and agencies shall be exempt from any existing statutory requirements governing competitive bidding and execution of contracts with respect to purchases under this section.

*(Added 1986 P.L. 1472, No.148).*

**SECTION 7.4.** Written or telephonic price quotations from at least three qualified and responsible contractors shall be requested for all contracts that exceed \$4,000 but are less than the amount requiring advertisement and competitive bidding or, in lieu of price quotations, a memorandum shall be kept on file showing that fewer than three qualified contractors exist in the market area within which it is practicable to obtain quotations. A written record of telephonic price quotations shall be made and shall contain at least the date of the quotation, the name of the contractor and the contractor's representative, the construction, reconstruction, repair maintenance or work which was the subject of the quotation and the price. Written price quotations, written records of telephonic price quotations and memoranda shall be retained for a period of three years.

*(Added 1990 P.L.400, No.96).*

**SECTION 7.5.** No municipality shall evade the provisions of section 7.1 as to advertising for bids or purchasing materials or contracting for services piecemeal for the purpose of obtaining prices under \$10,000 upon transactions which should, in the exercise of reasonable discretion and prudence, be conducted as one transaction amounting to more than \$10,000. This provision is intended to make unlawful the practice of evading advertising requirements by making a series of purchases or contracts each for less than the advertising requirement price or by making several simultaneous purchases or contracts each below said price, when in either case the transaction involved should have been made as one transaction for one price.

*(Added 1990 P.L.400, No.96).*

**SECTION 7.6 .** Any member of a governing body of a municipality who votes to unlawfully evade the provisions of section 7.1 and who knows that the transaction upon which he so votes is or ought to be a part of a larger transaction and that it is being divided in order to evade the requirements as to advertising for bids commits a misdemeanor of the third degree for each contract entered into as a direct result of that vote.

*(Added 1990 P.L.400, No.96).*

**SECTION 8.** Every agreement between a municipality and the Commonwealth of Pennsylvania, any other state, municipality of another state or the Federal Government under the provisions of this act shall, prior to and as a condition precedent to enactment of an ordinance be submitted to the Local Government Commission for review and recommendation. The Local Government Commission shall within sixty days of receipt of said agreement determine whether it is in proper form and compatible with the laws of this Commonwealth.

Failure of the Local Government Commission to make recommendations within sixty days of receipt of the agreement shall constitute a recommendation in favor of the agreement.

**SECTION 9.** Any joint cooperation agreement shall be deemed in force as to any municipality, when the same has been adopted by ordinance by all cooperating municipalities. After adoption by all cooperating municipalities, any such agreement shall be binding upon the municipality, and the covenants thereof may be enforced by appropriate remedy by any one or more of the municipalities against any other municipality party thereto.

**SECTION 10.** The act of May 21, 1943 (P.L. 340), entitled, as amended, "An act empowering municipality authorities, cities of the third class, boroughs, incorporated towns and townships, and counties other than counties of the first and second class, to cooperate with each other and with local governmental units in other states through joint agreements in the exercise of their governmental powers, duties and function," is repealed absolutely.

**SECTION 11.** This act shall take effect immediately.



## Minimum Requirements for Transitional Phase

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### The Regional Police Program



## Minimum Requirements for Transitional Phase The Regional Police Force Program

YES	NO	PROCESS TO BE COMPLETED
<i>ADMINISTRATIVE/MANAGEMENT CONSIDERATIONS</i>		
<input type="checkbox"/>	<input type="checkbox"/>	Provisions for legally creating the regional police force ( ) Ordinances ( ) Articles of Agreement
<input type="checkbox"/>	<input type="checkbox"/>	Provisions for administrative direction and control of the new regional department ( ) Appointed Regional Police Commission ( ) Promulgated general rules and regulations
<input type="checkbox"/>	<input type="checkbox"/>	Provisions for staffing of the regional police force ( ) Determine process for selecting regional police chief ( ) Designation of a personnel manning level ( ) Acceptance of one of proposed organization outlines
<input type="checkbox"/>	<input type="checkbox"/>	Provisions for initial funding of new regional police force ( ) Adopted a cost distribution plan ( ) Initial money requirements budgeted by the participating municipalities
<input type="checkbox"/>	<input type="checkbox"/>	Provisions for a financial management system ( ) Developed a budget ( ) Developed a bookkeeping system ( ) Developed rules and regulations for fiscal matters in the regional police agency ( ) Developed criteria and elements for an annual audit
<input type="checkbox"/>	<input type="checkbox"/>	Provisions for accountability mechanisms ( ) Monthly and annual reports ( ) Citizen complaint system ( ) Public relations program
<input type="checkbox"/>	<input type="checkbox"/>	Provisions for researching other regional police systems ( ) Private ( ) Public
<input type="checkbox"/>	<input type="checkbox"/>	Provisions for providing police services to other communities ( ) Contracts ( ) Mutual aid agreements



YES

NO

- Provisions for giving notification to public of the proposed regional police department  
( ) Public hearings  
( ) Media  
( ) Others

*PERSONNEL CONSIDERATIONS*

- Provisions for the day-to-day personnel administration functions  
(administrative municipality or other arrangements)
- Provisions for the transfer of existing full-time sworn police personnel to the regional force
- Provisions for clarification of the extent of use of part-time police personnel  
(number, wages and benefits, if any)
- Provisions for deputizing all members of the new regional police force by each participating municipality
- Provisions for transfer and/or consolidation of all existing police pension programs
- Provisions for satisfying all current labor agreements
- Provisions for civil service requirements  
( ) Establishment of a commission  
( ) Development of rules and regulations
- Provisions for personnel evaluations
- Provisions for transfer and consolidation of all existing personnel records
- Provisions for job descriptions

*EQUIPMENT CONSIDERATIONS*

- Provisions for transfer of existing equipment and property to the regional police force  
(only consider property and equipment that is absolutely necessary for the new force)  
( ) Estimation of value (review purchase and maintenance records)  
( ) Transferred as cost distribution share  
( ) All existing equipment purchased by the new police agency and made a budget item
- Provisions for maintenance  
( ) Garage facilities for vehicles  
( ) Equipment records

YES

NO

*FACILITIES CONSIDERATIONS*

- |                          |                          |                                                                                                                                                                         |
|--------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Provisions for an adequate facility (such as lease, insurance, or mortgage)                                                                                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Provisions for necessary utilities (such as water, light, heat, power, telephone, cleaning, maintenance)                                                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Provisions for personal considerations<br>( ) Locker space<br>( ) Lavatories                                                                                            |
| <input type="checkbox"/> | <input type="checkbox"/> | Provisions for operational considerations<br>( ) Office space<br>( ) Squad room<br>( ) Complaint desk<br>( ) Communications<br>( ) Records<br>( ) Lockup<br>( ) Parking |



**Listing of Municipalities  
Involved in Contracted Police  
Services - 1993**

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**Listing of Municipalities  
Involved in Contracted Police Services - 1993**

**ADAMS COUNTY**

1. Abbottstown Borough and Hamilton Township
2. Fairfield Borough and Hamiltonban Township

**ALLEGHENY COUNTY**

1. Aleppo Township and Osborne Borough
2. Carnegie Borough and Pennsbury Village
3. Crafton Borough and Thornburg Borough
4. Jefferson Borough and West Elizabeth Borough
5. Kilbuck Township and Ben Avon Heights Borough, Glenfield Borough
6. North Fayette Township and Robinson Township (Washington County)
7. Ohio Township and Sewickley Hills Borough
8. White Oak Borough and South Versailles Township

**BEAVER COUNTY**

1. Beaver Falls City and Eastvale Borough
2. Bridgewater Borough and Fallston Borough
3. Hanover Township and Frankfort Springs Borough
4. Patterson Township and Patterson Heights Borough
5. Rochester Borough and Freedom Borough, East Rochester Borough
6. South Beaver Township and Darlington Borough

**BERKS COUNTY**

1. Centre Township and Centerport Borough
2. Cumru Township and Kenhorst Borough
3. Fleetwood Borough and Richmond Township
4. Lower Alsace Township and Alsace Township
5. Exeter Township and St. Lawrence Borough

**BLAIR COUNTY**

1. Blair Township and Newry Borough
2. Freedom Township and Greenfield Township
3. Martinsburg Borough and Huston Township

**BRADFORD COUNTY**

1. Rome Borough and Orwell Township, Rome Township

**BUCKS COUNTY**

1. Buckingham Township and Wrightstown Township

**BUTLER COUNTY**

1. Adams Township and Valencia Borough
2. Zelenople Borough and Harmony Borough

**CAMBRIA COUNTY**

1. Conemaugh Township and Daisytown Borough
2. Croyle Township and Ehrenfeld Borough
3. Lower Yoder Township and West Taylor Township
4. Richland Township and Scalp Level Borough
5. Stonycreek Township and Lorain Borough
6. Summerhill Township and Wilmore Borough

**CENTRE COUNTY**

1. State College Borough and College Township and Harris Township

**CHESTER COUNTY**

1. Honey Brook Township and Honey Brook Borough
2. West Chester Borough and East Bradford Township

**CLEARFIELD COUNTY**

1. Houtzdale Borough and Brisbin Borough

**CLINTON COUNTY**

1. Lock Haven City and Castanea Township

**COLUMBIA COUNTY**

1. Benton Borough and Sugarloaf Township, Stillwater Borough
2. Briar Creek Township and Briar Creek Borough, North Centre Township
3. Catawissa Borough and Catawissa Township
4. Locust Township and Roaring Creek Township, Franklin Township, Cleveland Township
5. Orangeville Borough and Orange Township
6. South Centre Township and Mifflin Township

*CRAWFORD COUNTY*

1. Conneaut Lake Borough and Sadsbury Township

*DELAWARE COUNTY*

1. Morton Borough and Rutledge Borough

*FAYETTE COUNTY*

1. Brownsville Borough and Brownsville Township

*FULTON COUNTY*

1. McConnellsburg Borough and Todd Township

*INDIANA COUNTY*

1. Cherry Tree Borough and Burnside Township

*JEFFERSON COUNTY*

1. Summerville Borough and Corsica Borough

*LACKAWANNA COUNTY*

1. Abington Township and North Abington Township, West Abington Township
2. Roaring Brook Township and Elmhurst Township
3. South Abington Township and Clarks Green Borough

*LANCASTER COUNTY*

1. East Cocalico Township and Adamstown Borough, West Cocalico Township
2. East Earl Township and Terre Hill Borough
3. East Lampeter Township and Upper Leacock Township
4. Lancaster City and Lancaster Township
5. Manheim Township and East Petersburg Borough
6. Manor Township and Mountville Borough
7. New Holland Borough and Earl Township

*LAWRENCE COUNTY*

1. Ellwood City Borough and Ellport Borough
2. Little Beaver Township and Enon Valley Borough
3. North Beaver Township and S.N.P.J. Borough

*LEBANON COUNTY*

1. Lebanon City and West Lebanon Township
2. North Cornwall Township and West Cornwall Township
3. South Annville Township and Mt. Gretna Borough

*LUZERNE COUNTY*

1. Jenkins Township and Laflin Borough, Yatesville Borough

*MERCER COUNTY*

1. Greenville Borough and West Salem Township
2. Hempfield Township and Sugar Grove Township

*MIFFLIN COUNTY*

1. Granville Township and Burnham Borough, Juniata Terrace Borough

*MONTGOMERY COUNTY*

1. Hatfield Township and Hatfield Borough
2. Marlborough Township and Green Lane Borough

*NORTHAMPTON COUNTY*

1. Nazareth Borough and Lower Nazareth Township
2. Wilson Borough and West Easton Borough, Glendon Borough

*PERRY COUNTY*

1. Millertown Borough and Greenwood Township, Oliver Township

*POTTER COUNTY*

1. Harrison Township and Ulysses Borough
2. Keating Township and Portage Township, Sylvania Township, Wharton Township
3. West Branch Township and Abbott Township

*WASHINGTON COUNTY*

1. California Borough and Coal Center Borough, Dunlevy Borough, Long Branch Borough
2. Charleroi Borough and Speers Borough
3. Chartiers Township and Houston Borough
4. Union Township and Finleyville Borough
5. West Brownville Borough and Blaine Township

*WYOMING COUNTY*

1. Factoryville Borough and Overfield Township

*YORK COUNTY*

1. Carroll Township and Franklintown Borough and Monaghan Township
2. Hellam Township and Hallam Borough

- |                                                                |                                                                          |
|----------------------------------------------------------------|--------------------------------------------------------------------------|
| 3. Jackson Township and Spring Grove Borough                   | 7. West Manchester Township and New Salem Borough                        |
| 4. Lower Windsor Township and East Prospect Borough            | 8. Windsor Township and Windsor Borough, Felton Borough, Yorkana Borough |
| 5. Newberry Township and Goldsboro Borough, York Haven Borough | 9. York Township and Yoe Borough, Dallastown Borough, Jacobus Borough    |
| 6. North Hopewell Township and Winterstown Borough             |                                                                          |

**1993 Totals**

Total Contractors - Municipalities Supplying Police Service	94
Total Contractees - Municipalities Purchasing Police Service	120

1993 = 214 Municipalities involved in contracted police services  
 1992 = 201 Municipalities involved in contracted police services  
 1991 = 170 Municipalities involved in contracted police services





**Information and Statistical Data  
on Consolidated/Regional  
Police Departments**

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**CONSOLIDATED POLICE AGENCIES IN PENNSYLVANIA - February 1996** *(Listed Alphabetically by County)*

Agency	Municipalities Served	Number Officers	Police Chief Executive	Population Served	Sq. Mile Area	Population Density	Officers per 1,000 Population	Composition Regional Police Commission	Police Budget	Per Officer Cost	Per Capita Cost	Cost Distribution Method
<b>Adams County</b> Lalimore - York Springs Regional Police Department Established 01-01-78	Lalimore Township York Springs Borough (Contracts to Bermudian Springs School District)	3 FT	George Bowers Box 266 York Springs, PA 17372 (717) 528-4121 FAX (717) 528-8281	3,000	22.1	135.7	1.0	2 Representatives from each municipality — 1 additional representative from municipality paying over 50% of cost.	\$135,000	\$45,000	\$45.00	Per capita data supplied by County Office.
<b>Adams County</b> Eastern Adams Regional Police Department Established 01-01-92	Oxford Township Berwick Township	5 FT	Edward Powers Eastern Adams Reg. PD P.O. Box 86 New Oxford, PA 17350 (717) 624-4544 FAX (717) 624-3511	5,266	18.1	291.0	0.95	2 Representatives from each municipality — 1 additional representative from municipality paying over 50% of cost	\$361,375	\$72,275	\$68.60	Based on Population.
<b>Allegheny County</b> Tri-Area Regional Police Department Established 01-01-75	Bradford Woods Borough Pine Township Marshall Township	12 FT	Rudolf A. Vojtko Pearce Mill Road Wexford, PA 15090 (412) 625-3156 FAX (412) 625-3209	12,500	33.4	374.2	.98	3 Representatives from Pine and Marshall — 1 representative from Bradford Woods	\$1,228,153	\$102,346	\$98.25	Forty percent population, market value of real property and twenty percent road miles.
<b>Berks County</b> Central Berks Regional Police Department Established 07-01-93	Alsace Township L. Alsace Township Mt. Penn Borough	12 FT	Clifford W. Barcliff 748 N. 25th Street Reading, PA 19606 (610) 779-1100 FAX (610) 779-7135	10,969	17.3	634.0	1.09	1 Representatives from each municipality	\$708,434	\$59,036	\$64.59	Based upon projected manpower needs using IACP Formula.
<b>Berks County</b> Northeastern Berks Regional Police Department Established 01-01-91	Lyons Borough Topton Borough Maxatawney Township	7 FT	Bryan Ross 600 C Noble Street Kutztown, PA 19530 (610) 683-8740 FAX (610) 683-8742	8,210	27.5	298.5	0.85	2 Representatives from each municipality	\$419,984	\$59,998	\$51.15	Police protection unit - Hours of service.
<b>Berks County</b> Maldencreek/Ontelaunee Joint Police Department Established 05-01-91	Maldencreek Township Ontelaunee Township	7 FT 5 PT	Lawrence Gaul Box 498 Blandon, PA 19510 (610) 926-2999 FAX (610) 926-0309	6,600	24.3	271.6	1.16	1 Representative from each municipality	\$370,700	\$46,268	\$58.17	Fifty percent population fifty percent real estate assessed value.
<b>Bucks County</b> Pennridge Regional Police Department Established 01-01-92	Sellersville Borough E. Rockhill Township W. Rockhill Township (Contracts administrative services to Bedminster)	14 FT	H. Randall Dilling Municipal Building 140 East Church Road Sellersville, PA 18960 (215) 257-5104 FAX (215) 257-9324	15,000	31.0	483.9	0.93	1 Representative from each municipality	\$1,171,912	\$83,706	\$78.13	Police Protection Unit PPU. One PPU equals ten hours a week for fifty-two weeks a year.

## CONSOLIDATED POLICE AGENCIES IN PENNSYLVANIA - February 1996 (Listed Alphabetically by County)

Agency	Municipalities Served	Number Officers	Police Chief Executive	Population Served	Sq. Mile Area	Population Density	Officers per 1,000 Population	Composition Regional Police Commission	Police Budget	Per Officer Cost	Per Capita Cost	Cost Distribution Method
<b>Cambria County</b> West Hills Regional Police Department Established 01-01-78	Brownstown Borough Southmont Borough Westmont Borough	9 FT 5 PT	Andrew Havas, Jr. 1000 Luzerne Street Johnstown, PA 15905 (814) 255-4145 FAX (814) 255-7443	9,141	3.8	2,405.5	1.20	2 Representatives from Brownstown - 5 representatives from Westmont and 3 representatives from Southmont.	\$564,043	\$51,323	\$61.70	Based upon assessed value of property, population and road miles.
<b>Cambria County</b> Northern Cambria Police Department Established 01-06-95	Carrolltown Borough West Carroll Township	3 FT	David J. Murphy P.O. Box 307 Carrolltown, PA 15722 (814) 344-6650 FAX (814) 344-6402	2,810	11.4	246.5	1.07	2 Representatives from each municipality and 1 citizen "at large".	\$131,412	\$43,804	\$46.77	Based upon workload estimate.
<b>Chester County</b> Westtown/East Goshen Police Department Established 01-01-81	Westtown Township E. Goshen Township Thornbury Township	16 FT 10 FT	Charles W. Macintyre 1081 Wilmington Pike West Chester, PA 19382 (610) 692-9600 FAX (610) 692-9369	26,206	22.9	1,144.4	0.81	1 Representatives from East Goshen - 1 representative from Westtown - 1 representative mutually agreed upon by the two townships. Thornbury under contract.	\$1,988,220	\$93,125	\$75.87	Based on number of incidents for the year. Varies a few percent each year.
<b>Chester County</b> Atglen/West Sadsbury Police Department Established 04-01-90	Atglen Borough W. Sadsbury Township	2 FT 3 PT	John Stauch Box 230 Atglen, PA 19310 (610) 857-5688 FAX (610) 857-5621	3,300	11.4	289.5	1.17	1 Representatives from each municipality and one citizen member at large.	\$157,051	\$55,105	\$47.59	Fifty-fifty split. Cost divided equally.
<b>Clearfield County</b> Morris Cooper Regional Police Department Established 01-06-75	Morris Township Cooper Township	1 FT 1 PT	Michael J. Polachek, Jr. P.O. Box 219 Hawk Run, PA 16840 (814) 342-4411 FAX (814) 342-5621	5,270	58.8	89.6	0.30	3 Representatives from each municipality.	\$60,000	\$37,736	\$11.39	Fifty-fifty split. Cost divided equally.
<b>Crawford County</b> Conneaut Lake Regional Police Department Established 09-01-95	Conneaut Lake Borough Sadsburg Township	3 FT	Donald G. Herr P.O. Box 318 Conneaut Lake, PA 16316 (814) 382-2246 FAX (814) 382-4364	3,274	25.4	128.9	0.92	Mayor — President of Council from borough, 3 Supervisors from township	\$121,000	\$40,333	\$36.96	Based on mileage and population.
<b>Cumberland County</b> West Shore Regional Police Department Established 01-01-95	Lemoyne Borough Wormleysburg Borough	10 FT 4 PT	Howard E. Dougherty 3rd & Market Streets Lemoyne, PA 17043-6806 (717) 737-8734 FAX (717) 975-2794	6,806	2.3	2,959.1	1.57	2 Representatives from each municipality and 1 citizen at large.	\$793,050	\$74,078	\$116.52	Based on population. Revised every Federal census.

## CONSOLIDATED POLICE AGENCIES IN PENNSYLVANIA - February 1996 *(Listed Alphabetically by County)*

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<b>Cumberland/Franklin Counties</b> Mid-Cumberland Valley Regional Police Department Established 02-01-93	Shippensburg Borough Shippensburg Township	11 FT 3 PT	Dennis W. McMaster 83 Walnut Bottom Road P.O. Box 26 Shippensburg, PA 17257 (717) 532-7361 FAX (717) 532-2313	9,937 (Does not include 6,500 students)	4.2	2,423.7	1.22	2 Representatives from each municipality and one citizen at large.	\$746,826	\$61,518	\$75.16	Police Protection Unit - PPU equals ten hours of service for fifty-two weeks a year.
<b>Mercer County</b> Southwest Mercer County Regional Police Established 05-01-92	Farrell City West Middlesex Borough Wheatland Borough	13 FT 10 PT	Joseph R. Timko Post Office Box 70 Farrell, PA 16121 (412) 983-2720 FAX (412) 981-2988	8,583	4.1	2,093.	1.63	Mayor, one councilmember from each municipality. The COG Director from Mercer County.	\$918,000	\$65,806	\$106.96	Based on incidents.
<b>Mifflin County</b> Mifflin County Regional Police Department Established 06-30-93	Bratton Township Derry Township Lewistown Borough	20 FT	James Bell 2 E. 3rd Street Lewistown, PA 17044 (717) 248-6716 FAX (717) 248-1699	18,418	68.8	267.7	1.00	Two elected officials from each municipality	\$1,080,719	\$54,036	\$58.69	Police Protection Unit One - PPU equals ten hours a week for fifty-two weeks.
<b>Monroe County</b> Pocono Mountain Regional Police Department Established 06-13-94	Tobyhanna Township Mount Pocono Borough Tunkhannock Township	17 FT	Robert H. Martz Post Office Box 2024 Pocono Pines, PA 18356 (717) 646-7171 FAX (717) 646-2319	8,173	95.5	85.6	2.08	Three from township (Supervisor, Manager and Citizen) Mayor and Council member from Mount Pocono and one Supervisor from Tunkhannock.	\$1,459,755	\$85,868	\$178.60	Police Protection Unit One PPU equals ten hours a week for fifty-two weeks.
<b>Montgomery County</b> Upper Perkiomen Regional Police Department Established 02-04-80	E. Greenville Borough Pennsburg Borough Red Hill Borough	5 FT 7 PT	Tom Lloft 6th and Dotts Streets Pennsburg, PA 18073 (215) 679-8203 FAX (215) 679-3919	7,371	2.2	3,350.4	1.32	3 Representatives from each municipality (Mayor and two councilmembers).	\$478,716	\$49,352	\$64.95	Based on population according to most recent census Upper Perkiomen School District.
<b>Northampton County</b> Colonial Regional Police Department Established 10-01-95	Bath Borough Hanover Township Lower Nazareth Township	15 FT	Daniel Sprang 215 E. Main Street P.O. Box 66 Bath, PA 18014 (610) 837-4557 FAX (717) 879-2710	14,017	21.0	667.5	1.07	1 Representative and 1 alternate from each municipality.	\$861,585	\$57,439	\$61.47	Based on population assessed property value and incidents.
<b>Washington County</b> R.E.S.A. Regional Police Department Established 09-22-91	Roscoe Borough Elco Borough Stockdale Borough Allenport Borough	4 PT	Mark Gazi P.O. Box 300 Stockdale, PA 15483 (412) 929-8666 FAX (412) 938-0716	2,470	3.4	726.5	0.57	Mayor and one member of council from each municipality.	\$55,000	\$22,088	\$22.27	One-third population One-third road miles One-third assessed value.

## CONSOLIDATED POLICE AGENCIES IN PENNSYLVANIA - February 1996 *(Listed Alphabetically by County)*

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<b>Washington County</b> Ell-Co Police Department Established 09-01-94	Ellsworth Borough Cokeburg Borough	2 PT	Chris Hrabar Main Street Ellsworth, PA 15331 (412) 239-4240	1,772	1.2	1,476	0.48	6 Representatives (5 voting) Mayor, President of Council, Vice President	\$38,400	\$27,042	\$21.67	One-third population One-third road miles One-third assessed assessed property value
<b>York County</b> Northern York County Regional Police Department Established 11-01-72	Dillsburg Borough Conewago Township Dover Borough Dover Township Franklin Township Manchester Township North York Borough Paradise Township	41 FT	Carl Segatti 1445 East Canal Road Dover, PA 17315 (717) 292-0542 FAX (717) 292-0543	43,857	124.1	328.1	0.93	1 Representative from each municipality.	\$2,991,619	\$72,966	\$68.21	Police Protection Unit - PPU equals ten hours a week for fifty-two weeks a year.
<b>York County</b> Northeast Regional Police Department Established 01-01-83	E. Manchester Township Manchester Borough Mount Wolf Borough	7 FT	Darryl Albright 5082 N. Sherman Street Mount Wolf, PA 17347 (717) 266-6195 FAX (717) 266-0429	6,909	17.8	388.1	1.01	2 Representatives from each municipality - one member at large that rotates from each municipality each year.	\$453,309	\$64,758	\$65.61	Based on population
<b>York County</b> Southern Police Force Established 01-01-92	New Freedom Borough Shrewsbury Borough	6 FT	Charles Stevens 35 W. Railroad Ave. Shrewsbury, PA 17361 (717) 235-3944 FAX (717) 235-1609	6,351	3.8	1,671.3	1.10	Mayor, one councilmember, and one non-elected resident from each municipalities	\$486,354	\$69,479	\$76.58	Fifty percent allocated equally. Twenty-five percent based on incidents. Twenty-five percent based on population.