

THESE MINUTES ARE UNAPPROVED AND UNOFFICIAL UNTIL APPROVAL AT THE FOLLOWING MEETING

MINUTES OF MEETING FOR NORTHERN REGIONAL POLICE BOARD

July 22, 2026

RICHLAND TOWNSHIP MUNICIPAL BUILDING

CALL MEETING TO ORDER (7:00 PM)

Vice Chairman Dan Dimond called this Northern Regional Police Board meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members in attendance: Ray Kendrick, Donna Snyder, John Marshall, Dan Dimond, J. Tracy, Jason Bragunier, Audrey Mackie, and Jack Donahue, and Pine Township Alternate Pat Avolio. Also in attendance were Chief Bryan DeWick, Captain Jeff Jones, and Solicitor Jonathan Whalen.

There were twelve members of the public present.

PUBLIC COMMENT

There were no comments from the public.

MINUTES OF THE JUNE BOARD MEETING

The motion was made by Donna Snyder and seconded by Audrey Mackie to approve the Board meeting minutes from June 24, 2026. Board members John Marshall and Pine Township Alternate Pat Avolio abstained from the vote. Motion carried with seven aye votes.

REPORTS

CHIEF REPORT

Chief DeWick presented the Chief's report.

The motion was made by John Marshall and seconded by Pat Avolio to approve the Chief's Report for June 2026. The aye vote on the motion was unanimous. Motion carried.

TREASURERS REPORT

J. Tracy presented the Treasurer's Report.

The motion was made by John Marshall and seconded by Ray Kendrick to approve the Treasurer's Report for June 2026. The aye vote on the motion was unanimous. Motion carried.

COMMENTS FROM POLICE BOARD MEMBERS

No public comments were made.

OLD BUSINESS

UPDATE ON NEW STATION PROJECT WITH BHA PRESENTATION ON PHASE 4: DESIGN DEVELOPMENT

Chief DeWick invited Buchart Horn Architects representatives Chris Urban and Scott Loercher to present their updates on building project phase 4: design development. Mr. Loercher attended the meeting remotely. Mr. Urban addressed the Board and stated that overall, the plans remained very similar to the preferred schematic design, with modifications based on program layouts, site requirements, phasing, materials, and updated cost estimates, and without fundamentally altering the project direction. He reiterated that the primary design priorities were to support the NRPD's operational needs and long-term goals while increasing efficiency, separating public and private areas, improving evidence storage and detainee circulation, and to create a durable facility that would serve the community for the foreseeable future.

Mr. Urban presented the site plans, noting that the existing building was to be utilized with plans to add a 4000 sq. ft. addition. He reviewed the proposed parking areas, front entrance, and other site features. He stated that the base project included primary site and utility improvements and that the two proposed alternates consisted of a structured canopy for parking and an extended parking lot. He then reviewed the lower-level and ground-floor plans and explained how the proposed layouts would support the department's primary requirements. He then moved onto the demolition plans, stating that the intention was to preserve most of the building's exterior structure while substantially modifying the interior, retaining bearing walls as feasible. He walked through the separation of departments and operations within the designs, adding that the addition was intended to support an elevator and criminal investigation suite.

Moving onto the finishing plans, Mr. Urban explained that BHA had begun establishing proposed interior finishes, wall treatments, and ceilings. Material selections were being evaluated based on durability, moisture resistance, appearance, maintenance requirements, acoustics, and other operational conditions. He then presented the current working phasing strategy, emphasizing that remained under discussion as they determined how best to maintain building operations throughout construction. They anticipated a two-phase approach, with phase 1 allowing the NRPD to remain in available space while the addition and other designated areas are renovated. He added that evidence and armory functions may need temporary relocation at that time, and that Pine Township staff might be able to remain in one area of the building. In phase 2, the department would move into the newly renovated areas, allowing most of the major construction to take place in the remainder of the building.

Mr. Urban then presented the current cost estimate as approximately \$10.4 million for the base construction project or \$13.4 million with soft costs, relocation costs, and project alternates - a decrease from the \$13.68 million proposed in the schematic design phase. He explained that overall construction costs decreased as program needs were better defined, but relocation costs were now factored into the estimate. Costs associated with the second alternate had also increased due to walls and other material needs. Chris concluded the presentation by presenting the preliminary renderings, emphasizing that they were conceptual and not final representations of the building's appearance.

Several board members asked questions following the presentation. Jason Bragunier asked if the plans met the previously discussed accreditation requirements, and Chief DeWick replied that they did. Donna Snyder questioned if the designs represented true departmental needs, specifically mentioning office spaces and the multipurpose room. Chief DeWick explained the functionality of

these different spaces and how they would allow training, meetings, and emergency operations, while current staff or social workers were to occupy the office spaces. Audrey Mackie questioned if the building could be constructed for \$10.4 million rather than \$13.4 million. Mr. Urban responded that the current construction subtotal was approximately \$9.7 million and that with the design contingency currently at 7%, soft costs, they reached the \$10.4 million total. He clarified that the \$13.4 million figure included relocation costs, IT needs, and alternates such as the canopy and parking areas. He added that BHA was still working out the phasing plans for utilities as the public works sanitary, fire suppression, and water services were served from this building, so the proposed addition would have to be built in phase 1 to minimize disruptions to those services. Audrey Mackie also asked if any materials were being reused from the interior, and if items such as repainting the roof were necessary. Mr. Urban replied that the existing building was constructed in three phases and the interior structures were difficult to reuse or not cost efficient in many cases, concluding that the current design seeks to create one integrated system with more specific alternatives to be presented closer to bidding.

Pine Township alternate Pat Avolio suggested using a prefabricated canopy system to reduce overall costs. He mentioned that it was his understanding that the municipalities only agreed to fund a \$10 million project, without potential grants or other funding sources factored into those allocations. Pat Avolio and Audrey Mackie expressed additional concerns regarding some architectural features, specifically in non-major operational areas. Pat Avolio concluded that getting the building to the necessary level form and function under \$10 million should be the main priority. Jack Donahue noted that he found estimated annual increases in Pittsburgh-area construction costs to be between 4-7%, stating that this should be taken into consideration when determining how taxpayer money is spent. He emphasized that BHA should continue to work on identifying cost savings while meeting the NRPD's needs. Mr. Loercher commented that the design team had already made efforts to simplify the rear of the building, selected a pre-engineered parking canopy, and could potentially remove masonry on front entrance to meet the \$10 million figure. However, he added that BHA was aiming for a 40-yr structure and had proposed measures such as roof coating for durability and to separate the building from the original Pine Township building.

A member of the Bradford Woods Borough Council, Dave Baldonieri, asked Mr. Urban about the accuracy of the current cost estimate, to which Mr. Urban reiterated the purpose of the contingency costs, and stated that they were about 60% of the way through the designs. Mr. Baldonieri then asked if mechanical and electrical were included in that 60% and if more detailed cost per sq. ft. plans would be presented. Mr. Urban confirmed that they were included, and that additional estimates would be developed during the next phase of the project.

PROPOSAL FOR CONSULTING AND LOBBYING SERVICES WITH GUESTS SAXTON & STUMP AND ECON PARTNERS

Chief DeWick introduced Saxton & Stump, and Econ Partners and invited representatives from the two firms to present their proposed grant consulting and lobbying services.

Kathy Bruder of Saxton & Stump introduced the firm and explained that they were primarily responsible for outreach, marketing, and messaging in the grant process, working in conjunction with Econ Partners on grant writing and compliance. Ms. Bruder also mentioned that they have a dedicated funding navigation team and registered lobbyists who could provide lobbying services if necessary. Coleen Terry, President of Econ Partners, explained that their firm handles grant writing and

compliance requirements, and were currently on their second five-year contract with RACP, serving as a consultant to the program. Ms. Terry then introduced Michelle Baer, a former client of both Saxton & Stump and Econ Partners who later joined Econ Partners and their team. Ms. Baer discussed her prior experience working with police, fire, and other public safety departments, and noted that she had experienced the grant process from the client's perspective. She encouraged the Board to tour the current police building if they had not done so, to better understand the NRPD's operational needs and how the proposed costs related to the overall project. Ms. Baer also spoke highly of the two firms and emphasized the importance of having an advocate with legislators and state officials in Harrisburg, Pennsylvania.

Ms. Bruder reiterated that relationships with regional legislators and their leadership, state agencies, and staff with the governor's office were all paramount to the overall grant process and securing funding. She discussed the governmental and political considerations involved and presented examples of other clients that Saxton & Stump had represented including public sector, private, nonprofit organizations, educational, healthcare, local municipalities, and police departments. Ms. Terry explained that with Saxton & Stump, they collaborated to match funds and identify untapped funding opportunities, adding that certain project components such as the proposed alternate canopy may be eligible for funding as well. She added that through the entire grant application process, they maintain regular communication with their clients, developing strategies for long-term funding over the course of frequent meetings and ensure they state ahead of rapidly changing application periods and deadlines.

Ms. Bruder explained that the proposal in the packet was based on state funding assistance, but that lobbying services were also included so that the Department would be represented if they pursued capital-budget line items. Ms. Terry provided additional information regarding the RACP program requirements, mentioning that they also work on obtaining funding through federal programs such as the D.O.J. and COPS Office, JAG, FEMA and related. She referenced prior work with the Springfield Township Police Department and other municipalities that also needed complete building renovations, emphasizing that Econ Partners would take charge of the application process, advocating for their clients to legislators in partnership with Saxton & Stump, while also managing documentation and assuring compliance following all awards.

Ms. Terry provided an update on the status of current NRPD grant applications, stating that \$2 million had been recently advanced by Congressman Chris Deluzio and Senator Dave McCormick. In response to questions from the Board regarding other funding opportunities, Ms. Terry identified the USDA and RACP, Statewide LSA, stating that other items such as personnel and equipment costs could be considered as well for funding requests. In terms of the building project, Ms. Terry emphasized that they would coordinate with BHA on timing throughout the phases of work, with potential opportunities at each phase. Jason Bragunier asked about the timeline of applications, funding, and the bidding process, to which Ms. Bruder replied that they recommend having an application for RACP in the round when they open shortly or risk waiting another year or more. Ms. Terry added as a regional department, the NRPD was in a priority position, but that regulations around bidding and the construction process vary by program and that they would work with the NRPD to understand their needs. Pat Avolio asked what distinguished Saxton & Stump and Econ Partners from their competitors, and the firms reiterated their ongoing relationships with federal and state leaders, client referrals, and quality application identification, follow-up, and post-award management. They both mentioned a close to 100% success rate, and Ms. Baer emphasized her positive experiences as a former client.

Following the conclusion of the regularly scheduled agenda items, the Board returned to this matter for additional discussion and possible action. The municipal managers provided input regarding the lobbying and consulting services. Richland Township Manager Brian O'Malley stated that he saw value in the services but expressed concern that they'd be entering the process too late in project's development, especially for RACP funding. Chief DeWick acknowledged the concern, stated that they were limited on other opportunities at the current stage. The Board discussed the two firms' capabilities, potential future funding, application dates and bidding dates, with Chief DeWick stating that he did not believe it was too late to apply for or receive funding.

Manager O'Malley stated that he understood certain funding programs to require an award before the project could proceed to bid and expressed concern that pursuing those funds could delay the project by several months. He noted that federal funding processes can take considerable time and delaying it further could result in additional construction costs. Dan Dimond asked whether Northern York County Regional PD received any sort of federal funding, and Mr. Loercher of BHA confirmed that they did not, but mentioned that they had received RACP funding after construction had already begun.

Jason Bragunier stated that he supported working with Saxton & Stump and Econ Partners provided that the firms worked closely with the Building Committee on timing concerns. Discussion continued among the managers and Police Board regarding current grant applications, compliance requirements, and the need to identify opportunities that could be pursued without unnecessary delays in the project. Chief DeWick emphasized the importance of working with the firms to identify the most viable funding opportunities in the shortest practical timeframe. Pine Township Manager Jason Kratsas updated the Board that the previously submitted federal funding request had advanced through the appropriation stage and stated that it was State Representative Jeremy Schaffer's recommendation to postpone the bidding process rather than risk forfeiting federal funding.

Chief DeWick concluded that they would try to reduce costs to a \$10-million-dollar project, with the possibility of grant funding to support alternates and additional project components. However, he reiterated that the fundamental building requirements were necessary. BHA stated that the project would likely total closer to \$11.7 million with soft costs included, and they were unsure of how to reduce that below \$10 million while maintaining the project needs. Discussion followed regarding whether the municipalities had approved the current cost estimates.

The Police Board, Municipal managers, and NRPD agreed to postpone bidding and work with the lobbying and consulting firms. Jason Bragunier suggested that the Building Committee, Buchart Horn Architects, Saxton & Stump, and Econ Partners meet and address the building project timeline, and Chief DeWick agreed to look at dates. It was also agreed that municipal funding limitations would be discussed concurrently.

The motion was made by Jason Bragunier and seconded by John Marshall to accept the proposals for consulting and lobbying services from Saxton & Stump and Econ Partners, subject to updating the dates as presented. The aye vote was unanimous. Motion approved.

GUEST SPEAKER CHIEF DAVE LASH OF NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT

Chief DeWick introduced guest speaker Chief Dave Lash of the Northern York County Regional Police

Department, as a former client of Saxton & Stump, Econ Partners, and Buchart Horn Architects. Chief Lash discussed their recent building project and stated that they moved into the new facility in September 2025. He stated that, with Saxton & Stump's assistance, they were awarded RACP funding over three separate years while working with Ms. Bruder and that noted that the department was able to pursue funding at multiple stages of the project, including after the completion of construction. Their total project cost was approximately \$20 million, of which they received one-third through RACP awards. Chief Lash also explained that they had worked with BHA for over four years before occupying the new building, and that the architects had designed the building with future expansion and long-term durability in mind. He praised BHA for remaining flexible in the design development process. He also stated that in that timeframe, they also worked with Saxton & Stump to pursue funding for radios, cell towers, and other operational needs, and mentioned that the firm was always searching for new opportunities to better the department's position.

Chief Lash recalled speaking with former State Representative Seth Grove early in their building project and stated that he was advised to hire a lobbyist due to the political nature of state funding. It was Chief Lash's opinion that this was a beneficial decision for the Northern York County Regional PD. The Board asked about Northern York County's Regional Police Department and how it was governed, as well as if they had an official budget for the project. Chief Lash replied that their Board of Commissioners gave constraints but did not establish a fixed project-dollar amount. He did state that the department began budgeting approximately 2-3 years before construction began, and that they had obtained long-term debt associated with the project, and their Board of Commissioners accepted.

Jason Bragunier concluded the discussion by inquiring about Chief Lash's experience with new officer recruitment and hiring, and Chief Lash replied that it was an ongoing challenge and competition for qualified officers had contributed to increased salary levels.

NEW BUSINESS

MOTION TO ACCEPT THE MAHER DUESSEL EXTERNAL AUDIT ENGAGEMENT LETTER FOR THE GEDTF DRIVING SIMULATOR GRANT PROJECT

The motion was made by Pat Avolio and seconded by Audrey Mackie to accept the Maher Duessel External Audit Engagement Letter for the GEDTF Driving Simulator Grant Project. The aye vote on the motion was unanimous. Motion carried.

MOTION TO APPROVE THE CONCURRING RESOLUTION FOR THE 2026 ALLEGHENY COUNTY GEDTF PARKING LOT EXPANSION GRANT PROJECT

Chief DeWick clarified that this item was added to the amended agenda. The motion was made by Pat Avolio and seconded by J. Tracy to accept the Concurring Resolution for the 2026 Allegheny County GEDTF Parking Lot Expansion Grant Project. The aye vote on the motion was unanimous. Motion carried.

MOTION TO ACCEPT THE RETIREMENT OF EMPLOYEE #26231, EFFECTIVE AUGUST 5, 2026

Chief DeWick announced that Officer Shawn McCann intended to retire after 27 years with the NRPD. The motion was made by Donna Snyder and seconded by Jack Donahue to accept the retirement of employee #26231, effective August 5, 2026.

MOTION TO EXTEND CONDITIONAL OFFERS TO NEW OFFICER CANDIDATES UPON COMPLETION OF THE HIRING PROCESS

Chief DeWick stated that the Department was conducting background investigations on their current qualified candidates and were eager to extend conditional offers and secure them before they accepted other positions. Jason Bragunier asked whether there was a way to streamline the hiring process. Solicitor Jonathan Whalen replied that the Police Board could hold a special meeting and that only one board member needed to be physically present, provided the meeting was announced and an agenda was posted at least 24 hours in advance. Chief DeWick mentioned that the department was struggling after losing five officers in 2026 despite having budgeted for two additional officer positions. He requested authorization to extend up to three conditional offers. Solicitor Whalen confirmed that the Board could appropriately authorize this motion, and Chief DeWick added that the official motion to hire would be added to either August or September's agenda.

The motion was made by Dan Dimond and seconded by Ray Kendrick to extend conditional offers for up to three new officer candidates upon completion of the hiring process. The aye vote on the motion was unanimous. Motion carried.

CORRESPONDENCE

No comments were made.

EXECUTIVE SESSION

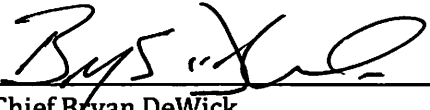
The decision was made by the Police Board and municipal managers to forgo the executive session and return to discussion and possible motion on old business agenda item 2.

ADJOURNMENT

The motion to adjourn was made by Jason Bragunier and seconded by John Marshall. The aye vote on the motion was unanimous. Motion carried.

The meeting adjourned at 9:31 PM.


Recording Secretary – Julia Reginelli


Chief Bryan DeWick