



# MOUNT JOY TOWNSHIP

• Lancaster County, Pennsylvania •

8853 Elizabethtown Road, Elizabethtown, PA 17022  
717.367.8917 • 717.367.9208 fax  
www.mtjoytwp.org

## Community Development Director/Zoning Officer Monthly Report for February/March 2024

### Planning Commission

- Last meeting: 2/26
  - Revised Sketch Plan review for Westmount: Development of a 40-acre site located at 1349 Harrisburg Avenue for the construction of 214 townhouses and 78 multi-family units
  - Minor Land Development Plan for Jay Garman: Plan to construct a 9,600-sf. building to house equipment for a feed grinding business on a 63.96-acre farm at 1267 Risser Mill Road.
  - Conditionally Approved Preliminary/Final Subdivision Plan for Duane Hernley: Subdivision of a 3.289-acre commercial lot from a 10.74-acre parent tract located at 101 Sparrow Lane.
- Next meeting: 3/25
  - Cloverleaf Road Self-Storage – Plan to develop the second phase of miniwarehouses at the 1444 Cloverleaf Road site; can be conditionally approved.
  - Initial view of the Heisey Property Lot Line Change Plan: Reconfiguration of 3 tracts of land containing 63 acres near the intersection of Mount Pleasant Road and W Rissermill Rd.

### Zoning Hearing Board

- 3/6 ZHB meeting cancelled:
- New application to be heard at the 4/3 ZHB meeting:
  - **Case #240003 Wade & LisaRae Glessner** – Accessory structure height variance for residential pole building at 2502 Mount Pleasant Road

### Misc

- Coordinating hiring searches for Township Manager and Township Treasurer positions; filling in for these roles and coordinating office staff to help fill their gaps
- Assisting MESA staff with property data revisions for billing
- SmartGov permit software setup to resume in April after company's transition to Granicus (same company that provides us with support for short-term rental program)
- ArcGIS Pro software and ArcGIS Online environment setup on hold



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## PUBLIC WORKS DEPARTMENT MARCH 2024

### COMPLETED/STARTED:

- Continued widening of Trail North
- Sign repairs
- Built an attachment for the tractor to roll up snow fence. Modeled after Penn Twp's design for their F550 dump but modified for tractor
- Started removing snow fence
- Drilled and pinned porta pots in parks so they don't blow over
- Equipment/vehicle maintenance
- Picked up and stored yard waste bags
- Pothole repairs
- Mixed stone and millings for road widening
- Storm cleanup
- Trash runs
- Pal calls

### FUTURE:

- Finish snow fence
- Finish Trail N widening
- Base repairs on Trail N
- Pipe replacements on Creek and Cold Spring roads

**\*\*Zach completed his online portion for CDL and is scheduled for April driving portion\*\***



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March 1, 2024

To: Mt. Joy Township Board of Supervisors  
From: Daniel Ford- Code Compliance Official / Assistant Zoning Officer  
Re: Monthly Codes Summary Report for February 2024

Dear Board Members:

283 rental properties were inspected in February 2024.

Complaints and concerns:

- Enforcement notice to 1871 Shady Oak for an uninspected vehicle.
- Enforcement notice to 511 Old Hershey Rd for several uninspected vehicles. (complaint)
- Filed citations on the owners of 2355 Ridge Rd and 974 Mount Gretna Rd for failure to obtain a 2024 rental license. Violation/ Enforcement notice for renting without a license.
- Enforcement notice to 1813 Bradfield Dr for an uninspected vehicle. (Vehicle got inspected)
- Filed citations to the owner of 203 Midland Circle for Property Maintenance Violations. (complaint / ongoing issue)
- Met with Trop Gun Shop about a propane issue at their building reported by UGI
- Letter to a vehicle owner who lives in Airville, PA about an uninspected/unregistered vehicle on Shady Oak Drive. (Vehicle removed)
- A Violation Notice was sent to the owner of 901 N. Hanover Street for failure to set up the required inspection. (ongoing issue)

# MOUNT JOY TOWNSHIP-MultiSelect Permits Issue Date: 2/1/2024 - 2/29/2024

## Zoning Officers Report

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
<b>RoadOcc</b>						
<b>Driveway</b>						
<b>Active</b>						
240019	2/29/2024	KING DANIEL B & FANNIE S Driveway	1241 CAMPUS RD	4604794600000	\$0.00	\$50.00
<b>Total Driveway 1</b>					<b>\$0.00</b>	<b>\$50.00</b>
<b>Fiber Cable</b>						
<b>Active</b>						
240011	2/5/2024	GANTZ CHRISTOPHER P & DENESE J Fiber Cable	65 BROOKFIELD DR	4601139500000	\$0.00	\$70.00
<b>Total Fiber Cable 1</b>					<b>\$0.00</b>	<b>\$70.00</b>
<b>Temporary Access</b>						
<b>Active</b>						
240012	2/6/2024	TYSON FOODS INC PPL - Temporary Access Drive	455 RIDGE RUN RD	4613408100000	\$0.00	\$25.00
240013	2/6/2024	SUKENIK ROBERT A & DENISE M PPL - Temporary Access Drive	2339 ANDREW AVE	4610576700000	\$0.00	\$25.00
240014	2/7/2024	BLEECHER DONALD R & JACKLYN A PPL - Temporary Access Drive	2132 SHERI LN	4617452600000	\$0.00	\$25.00
240015	2/7/2024	SNYDER CHAD E PPL - Temporary Access Drive	2135 SHERI LN	4616465700000	\$0.00	\$25.00
240016	2/7/2024	CAFRELLI STEVEN M & REBEKAH S PPL - Temporary Access Drive	1228 SCHWANGER RD	4615648000000	\$0.00	\$25.00
240017	2/7/2024	DONEGAL CROSSING ASSOCIATES LL PPL - Temporary Access Drive	1839 BRADFIELD DR	4611642600000	\$0.00	\$25.00
<b>Total Temporary Access 6</b>					<b>\$0.00</b>	<b>\$150.00</b>
<b>Total RoadOcc 8</b>					<b>\$0.00</b>	<b>\$270.00</b>
<b>StormWater</b>						
<b>Exemption</b>						
<b>Active</b>						
240008	2/12/2024	BROOKS KAREN M Paver Patio	245 FARMLAND DR	4608909300000	\$0.00	\$50.00
240010	2/22/2024	RUHL NELSON E & ELAINE K Ag Building	2432 CLOVERLEAF RD	4618217500000	\$0.00	\$50.00
240009	2/22/2024	EBERSOLE LLOYD J & DORIS M Garage	8314 ELIZABETHTOWN RD	4603609200000	\$0.00	\$50.00
240012	2/29/2024	KING DANIEL B & FANNIE S Driveway	1241 CAMPUS RD	4604794600000	\$0.00	\$50.00
<b>Total Exemption 4</b>					<b>\$0.00</b>	<b>\$200.00</b>
<b>Total StormWater 4</b>					<b>\$0.00</b>	<b>\$200.00</b>
<b>Use</b>						
<b>Temporary</b>						
<b>Active</b>						
240002	2/22/2024	SHERMAN WAYNE D & LAURA G Flower Sales	1579 S MARKET ST	4608170400000	\$0.00	
<b>Total Temporary 1</b>					<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Use 1</b>					<b>\$0.00</b>	<b>\$0.00</b>

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
<b>Zoning</b>						
<b>Ag Barn</b>						
<b>Active</b>						
240025	2/22/2024	RUHL NELSON E & ELAINE K Agricultural Barn	2432 CLOVERLEAF RD	4618217500000	\$30,000.00	\$239.00
<b>Total Ag Barn 1</b>					<b>\$30,000.00</b>	<b>\$239.00</b>
<b>Ag Bldg</b>						
<b>Active</b>						
240023	2/19/2024	NOAH W KREIDER & SONS LLP Ag - Chicken House	2036 MOUNT PLEASANT RD	4613387300000	\$2,157,174.00	\$13,007.00
<b>Total Ag Bldg 1</b>					<b>\$2,157,174.00</b>	<b>\$13,007.00</b>
<b>Alterations</b>						
<b>Active</b>						
240017	2/28/2024	KENNEDY MICHELLE MARIE Interior Renovations	2619 STAUFFER RD	4614396200000	\$50,000.00	\$100.00
<b>Total Alterations 1</b>					<b>\$50,000.00</b>	<b>\$100.00</b>
<b>Demolition</b>						
<b>Active</b>						
240018	2/28/2024	ZIMMERMAN CHAD & MICHELLE Demolition	3427 N COLEBROOK RD	4604785300000	\$500.00	\$100.00
<b>Total Demolition 1</b>					<b>\$500.00</b>	<b>\$100.00</b>
<b>Fence</b>						
<b>Active</b>						
240013	2/1/2024	KLEIN DAVID G Fence	947 HAMPDEN RD	4604685700000	\$6,950.00	\$78.00
<b>Total Fence 1</b>					<b>\$6,950.00</b>	<b>\$78.00</b>
<b>Garage</b>						
<b>Active</b>						
240024	2/22/2024	EBERSOLE LLOYD J & DORIS M Garage	8314 ELIZABETHTOWN RD	4603609200000	\$25,600.00	\$211.00
<b>Total Garage 1</b>					<b>\$25,600.00</b>	<b>\$211.00</b>
<b>Patio</b>						
<b>Active</b>						
240020	2/12/2024	BROOKS KAREN M Paver Patio	245 FARMLAND DR	4608909300000	\$30,531.00	\$245.00
<b>Total Patio 1</b>					<b>\$30,531.00</b>	<b>\$245.00</b>
<b>Renewal</b>						
<b>Active</b>						
240016	2/5/2024	BEILER ISAAC L Renewal	1449 COUNTRY SQUIRE RD	4600386000000	\$130,000.00	\$50.00
<b>Total Renewal 1</b>					<b>\$130,000.00</b>	<b>\$50.00</b>
<b>Retaining Wall</b>						
<b>Active</b>						
240021	2/28/2024	PA MERTS LLC Retaining Wall	187 MERTS DR	4607842100000	\$100,000.00	\$50.00
<b>Total Retaining Wall 1</b>					<b>\$100,000.00</b>	<b>\$50.00</b>
<b>Sign</b>						
<b>Active</b>						
240015	2/2/2024	HERNLEY DUANE L Sign	101 SPARROW LN	4607914500000	\$600.00	\$50.00
240010	2/8/2024	SHOOP HOLDINGS LLC Sign	362 HERSHEY RD	4601390900000	\$11,945.00	\$100.00
<b>Total Sign 2</b>					<b>\$12,545.00</b>	<b>\$150.00</b>
<b>Solar</b>						
<b>Active</b>						

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
<b>Zoning</b>						
<b>Solar</b>						
<b>Active</b>						
240022	2/28/2024	TESKE JOHN A Solar roof mounted	424 DEERFIELD DR	4610976800000	\$17,404.00	\$205.00
Total Solar 1					\$17,404.00	\$205.00
Total Zoning 12					\$2,560,704.00	\$14,435.00
Total Permits: 25					\$2,560,704.00	\$14,905.00





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## Minutes of a Regular Meeting of the Mount Joy Township Planning Commission Held on January 22, 2024

1. Chairman Rodney Boll called the meeting to order at 7:00 p.m. in the Mount Joy Township Municipal Building located at 8853 Elizabethtown Road, Elizabethtown, PA 17022.

2. Pledge of Allegiance

3. Roll call of the Planning Commission Members:

Kevin Baker — Present

Rodney Boll — Present

Gerald Cole — Present

Michael McKinne — Present

Arlen Mummau — Present

Delmar Oberholtzer — Absent

Bill Weik, Jr. — Present

Other Township Representatives Present: Justin Evans, Zoning Officer; Benjamin Craddock, PE, Township Engineer

4. Appointment of Officers:

Chairman — A motion was made by Rodney Boll and seconded by Gerald Cole to appoint Arlen Mummau as Chairman. All members present voted in favor of the motion.

Vice Chairman — A motion was made by Gerald Cole and seconded by Kevin Baker to appoint Delmar Oberholtzer as Vice Chairman. All members present voted in favor of the motion.

Secretary — A motion was made by Michael McKinne and seconded by Gerald Cole to appoint Bill Weik, Jr. as Secretary. All members present voted in favor of the motion.

5. Public Comment: NONE

6. Consent Calendar:

- a. Approve and ratify the minutes of the December 20, 2023 meeting

A motion was made by Michael McKinne and seconded by Kevin Baker to approve the consent calendar. All members present voted in favor of the motion.

7. Old Business: NONE

8. New Business:

- a. Lot Add-On Plan for Samuel L. Glick, Jacob H. Breneman, Marvin H. Breneman & Derek S. Hanna (#24-04-WAIV) — Proposal to subdivide two parcels from a 108.8-acre farm located at 3734 Sunnyside Road (Glick) and combine those tracts with two other tracts located at 3605 Sunnyside Road (Breneman) and 3322 Sunnyside Road (Hanna). Very small portions of the parent tract extend across the Little Chiques Creek into Mount Joy Township but are unbuildable and will not be affected by the proposed subdivision.

Mr. Evans introduced the deferral request on behalf of the applicants due to the nature of the project. Small portions of the parent tract extend across the Little Chiques Creek, creating a situation where both Rapho Township and Mount Joy Township have subdivision authority over the project. Mr. Evans recommended that the Planning Commission defer subdivision plan approval authority to Rapho Township since any impacts from the property reconfiguration affect that municipality.

A motion was made by Michael McKinne and seconded by Gerald Cole to defer subdivision plan approval to Rapho Township. All members present voted in favor of the motion.

9. Initial View:

- a. Preliminary/Final Land Development Plan for Cloverleaf Self-Storage (#23-12-FLDP) – Proposal to develop 260 new self-storage units on a 10.41-acre site located at 1444 Cloverleaf Road. The site is located in the LI – Light Industrial District and contains 132 existing storage units with a barn used for offices by another business. On-lot water and sewage disposal service are pre-existing on the site.

David Bitner, consultant for the applicant and Pete McDaniel, applicant's representative presented the plan to the Commission. The site is currently occupied by a barn used for offices, a contractor storage area in the rear, and the existing miniwarehouse facility built in the mid-2000s. Plan approvals for the second phase of miniwarehouse development have expired and the new owner is bringing the expansion plans back for approval. They have approached the Zoning Hearing Board in recent years to gain zoning approval for the layout in front of the Commission.

One 20,500-sf. indoor climate-controlled building is proposed where the contractor storage is now located. Four more buildings will contain drive-up units similar to what is on site. A total of 260 more storage units are proposed among the five new buildings. The existing stormwater management basin will be expanded into an MRC facility to be approved by the Township and DEP. An NPDES permit is required for the disturbance of more than one acre.

The application requested two waivers: one to bypass the preliminary plan stage, the other to contribute the quoted price for a traffic study in lieu of preparing one or using the fee amount contained in Section 119-32.C(6). Mr. Bitner indicated they will ask for an additional waiver of Section 119-34.I(5) to avoid showing features within 200' of the site's eastern portion where it will remain undisturbed.

Mr. Bitner demonstrated the traffic flow around the site, which includes a gate-controlled access point into the fenced drive-up unit area. Although the indoor storage building is not within the fenced area, it will have a code-activated door lock for access control. The existing barn will not be demolished. Storage units range from 5' x 5' to 10' x 20'. No outdoor vehicle storage is permitted. The facility is not staffed on a daily basis, rather it will be remotely monitored. A 20,000-gallon tank will be installed for fire suppression since the on-lot well has an insufficient flow rate for this purpose.

Mr. McKinne asked about the choice to use an MRC stormwater management facility. Mr. Craddock noted that the infiltration rates did not meet the Stormwater Management Ordinance requirements and the applicant will use the MRC process as set forth by DEP. Mr. Bitner explained the parameters for a 72-hour capture and release period. There is high bedrock on site constraining infiltration so the basin will discharge into an existing waterway on site.

Traffic generation calculations will be provided with the resubmission for consideration at an upcoming meeting. Hours of operation for customers are 6:00 am – 10:00 pm and staff can be available on site between 9:00 am – 6:00 pm as arranged. U-Haul rentals will not be offered, but supplies like boxes, packing tape, and locks could be sold there. All storage will be indoors and the facility's leases will prohibit activities such as changing oil from personal automobiles. The Zoning Ordinance prohibits operation of businesses from storage units but not material storage for businesses. Exterior and interior cameras will transmit video to a DVR or similar system for recall in case of an incident.



A motion was made by Michael McKinne and seconded by Gerald Cole to approve a preliminary plan waiver to enable the applicant to submit a preliminary/final plan. All members present voted in favor of the motion.

A motion was made by Gerald Cole and seconded by Bill Weik to approve a waiver of preparing a traffic study and the fee-in-lieu as set forth in Section 119-32.C(6), conditioned upon the applicant providing a contribution equivalent to the cost of a traffic study as set forth in comment #35 of the Township Engineer's review letter dated December 22, 2023. All members present voted in favor of the motion.

- b. Final Minor Subdivision Plan for 1376 Campus Road (#24-01-MSDP) – Proposal to subdivide a 0.16-acre (6,780 sf.) non-building lot from the 128.65-acre parent tract that is subject to the 1376 Campus Road residential development. The conditionally approved development on the parent tract will not be affected by this minor subdivision.

Chris Venarchick of RGS Associates presented the subdivision plan with Andy Miller of Catalyst Commercial Development, the applicant. Mr. Venarchick gave a brief background of the minor subdivision plan, which proposes to divide a small non-building tract with a 50' wide frontage on Woodland Avenue. The lot creation is enabled by variances from the Zoning Hearing Board to help alleviate a title issue pertaining specifically to this small tract. Removing it from the parent tract will not affect the proposed residential land development that has been before the Commission for various approvals. 128.3 acres will remain after this subdivision.

Several waivers have been requested as a matter of procedure and can be viewed as deferrals to the overall development plan's obligations. Mr. Baker asked about the former plans to use the subject area as a roadway extension to Woodland Avenue. Mr. Evans provided a history of the plan that began with four access points, including the Woodland Avenue connection. After neighborhood pushback and consideration of the amount of mature woods needed to be removed for the new road, Township staff and the applicant concurred that it was best to leave the western portion of the site undisturbed. The development has one access onto Groff Avenue and two on Campus Road.

A motion was made by Michael McKinne and seconded by Bill Weik, Jr. to grant waivers of Chapter 119 of the Code of Ordinances of the Township of Mount Joy, i.e. the Mount Joy Township Subdivision and Land Development Ordinance as follows:

- (1) §119-23(B) – Multiple applications
- (2) §119.31.A(1) – Plan scale
- (3) §119-57.B & .D – Monuments and markers
- (4) §119-52.E – Future rights-of-way
- (5) §119.52.J(3) – Improvement of existing streets and intersections
- (6) §119-53.C(1) – Concrete curbs

And having granted such waivers, grant approval of the Final Minor Subdivision Plan for 1376 Campus Road (the "Plan") prepared by RGS Associates, Drawing No. 2018D62-004, dated December 1, 2023, subject to the following conditions:

1. To the extent not otherwise provided in these conditions, Applicant shall address the comments of the Township Engineer's review letter dated January 17, 2024.
2. To the extent not otherwise provided in these conditions, Applicant shall address the comments of the Township Solicitor's review letter dated December 15, 2023.

3. Applicant shall include the two plan notes specifically referenced in the Township Solicitor's December 15, 2023 letter.
4. Applicant shall address and comply with all conditions contained in the Mount Joy Township Zoning Hearing Board (MJTZHB) decision dated October 11, 2023.
5. Applicant shall reimburse the Township for all reasonable engineering and legal fees incurred in the review of plans under the Subdivision and Land Development Ordinance, Storm Water Management Ordinance, and other governing ordinances; review or preparation of documentation required in connection with the development; review and approval of financial security and other documentation; inspection of improvements; and for other costs as set forth in these Conditions within 30 days after receipt of an invoice for such fees. If Applicant fails to pay such costs within 30 days after the date of a written invoice for such costs, Applicant shall be in violation of this Condition.

All members present voted in favor of the motion.

10. Correspondence: NONE

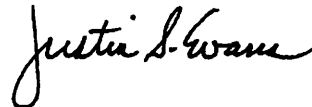
11. Other Business:

Mr. McKinne raised the concern of not having good communication between neighboring municipalities with respect to proposed land developments of regional impact. Traffic generation is a big issue that Mount Joy Township deals with as applications are proposed, but projects in adjoining municipalities like the Rheems warehouse have spillover effects on our residents and businesses.

12. The next regular meeting of the Mount Joy Township Planning Commission is scheduled to be held on **Monday, February 26, 2024** beginning at 7:00 P.M.

13. A motion was made by Kevin Baker and seconded by Gerald Cole to adjourn the meeting at 8:00 p.m. All members present voted in favor of the motion.

Respectfully Submitted,

A handwritten signature in black ink that reads "Justin S. Evans". The signature is written in a cursive, flowing style.

Justin S. Evans, AICP  
Zoning Officer



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## Minutes of the Regular Meeting of the Mount Joy Township Park & Recreation Board Held on January 9, 2024

1. Adam Reed, Secretary, called the meeting to order at 7:00 P.M. in the Mount Joy Township Fairview Municipal Building at 8853 Elizabethtown Road, Elizabethtown, PA 17022.
2. Roll call: Present – Donald Bush, William Duncan, and Adam Reed. Absent – Karen L. Boyer and John L. Felix, Jr.

Others in attendance – Justin S. Evans, Township Zoning Officer, Ryan D. Minnich, Township Manager, and Patricia J. Bailey, Township Secretary.

3. Organize for 2024:

A motion was made by William Duncan and seconded by Donald Bush to appoint Karen L. Boyer as Chairperson for the calendar year 2024. All members present voted in favor of the motion.

A motion was made by William Duncan and seconded by Donald Bush to appoint John L. Felix Jr. as Vice-Chairperson for the calendar year 2024. All members present voted in favor of the motion.

A motion was made by William Duncan and seconded by Donald Bush to appoint Adam Reed as Secretary for calendar year 2024. All members present voted in favor of the motion.

1. Public Comment: None

2. Approval and ratification of the minutes of the November 14, 2023 meeting:

A motion was made by Donald Bush and seconded by William Duncan to approve the minutes for the November 14, 2023 meeting as written. All members present voted in favor of the motion.

Mr. Duncan asked, as a follow-up, if the field hockey shed had been put in place. Mr. Evans stated it has been installed.

3. Old Trolley Line Park:

- a. Update Wetland Study for remaining site – Make recommendation to Board of Supervisors.

The last wetland study for Old Trolley Line Park was completed as part of the Master Site Plan in 2012-2013. Mr. Evans stated they are usually good for 5 years, typically. Prior to planning any expansion, it would be a good idea to have the study updated as wetlands do change over the years. Ms. Bailey reached out to Chuck Strodoski of YSM Landscape Architects to obtain a quote. Vortex Environmental, Inc. came in at \$1,900.00 + the cost of a survey of the wetland flags. We also received one from Rettew which came in at \$3,200.00 which includes the surveying. Ms. Bailey asked for a recommendation to be made for the Board of Supervisors. Mr. Minnich stated there are a lot of existing wetlands in remaining undeveloped property and it would be good to have them identified prior to any planning.

A motion was made by Adam Reed and seconded by William Duncan to recommend to the Board of Supervisors that a wetland study be conducted on the remaining undeveloped land at Old Trolley Line Park at a cost not to exceed \$3,200.00. All members present voted in favor of the motion.

b. Mr. Minnich reported there again was damage done to the multi-purpose field. So far most of the damage that has been done has been minor with a few exceptions. It is suggested that a fence be placed around the park to prevent vehicles from getting onto the fields. There would be 2 areas that would have gates to allow the Public Works Department to enter. Bollards would be placed approximately 6' apart in the front where there is access for the playgrounds and pavilions. The fence would be a decorative one, not chain link. Mr. Minnich is working on obtaining quotes. He will try to stay with COSTARS pricing to prevent having to go out to bid. The length of the fence is approximately 1,535' with 24 bollards. The Board of Supervisors has requested cameras which would cost approximately \$20,000.00. They would be solar powered and have a cell relay back to the police department. The problem with cameras is that it only serves a purpose after the damage is done. Further discussion:

- The Board asked if there could be 3' separation in the fence at several areas to allow people to enter/exit the park.
- The fence would be paid for out of the Park and Recreation fund.
- Decision needs to be made as to whether funds should be spent at Cove Outlook Park for another pavilion or the expansion of Old Trolley Line Park. The Board members in attendance would like to see Old Trolley Line expanded.
- Cost of Phases 1 & 2 = \$1,313,909.70. We received \$484,137.75 in grant money so the total out of pocket expense was \$829,772.00. Phase 1 was constructed during 2017 & 2018. Phase 2 was completed in 2022.
- The sooner we can get Mr. Strodoski involved, the more prepared we would be if the desire is to apply for a grant during 2025. Normally the grant period is opened in mid-January with the grants being submitted sometime in April. Awarding of grants is usually done late in the year. If money comes from LWCF, the process takes another 1-2 years prior to construction beginning.
- Karen Eberly from GEARS will be in attendance at the March meeting to discuss what they are looking for in the next phase(s). Their thought is to have one large multi-purpose field that can be divided to have multiple games at one time.
- The fence issue was tabled to allow for additional information to be received: i.e. quotes, and pictures of what it would look like.

#### 4. Cove Outlook Park:

Keneth L. Ebersole, Jr, Township Roadmaster, feels there are safety issues with leaving pavilion 4 in place. It is not going to get any better. The Public Works Department has time during the winter months to remove the structure since they are not working on roads. There was a lengthy discussion on the merits of leaving the pavilion in place. Mr. Bush was adamant that it should stay and be discussed in the spring as the motion was previously made. Mr. Reed and Mr. Duncan suggested the structure be removed but the concrete could remain, and picnic tables put back in place. The area is still in the shade and could still be used. Mr. Minnich questioned what the purpose is to leave the structure when we know it needs to come down and has no visual appeal.

A motion was made by Adam Reed and seconded by William Duncan to make a recommendation to Board of Supervisors for the removal of Pavilion #4 for safety reasons due to its poor condition. Mr. Reed and Mr. Duncan voted in favor of the motion. Mr. Bush voted against the motion. Motion passed with a 2-1 vote.

#### 5. Update on Recreation:

Mr. Minnich provided an update on his talks with GEARS on potential future recreational programming. Some highlights included:

- Has meet with David Wendel, Executive Director, and Karen Eberly to see how GEARS is using the Township Parks. They are discussing the view of recreation over the next 5 years.
- Would like to see a bandstand/amphitheater at Old Trolley Line Park to offer various musical groups.
- Should consider lighting and electricity during the expansion of the park. This may be cost prohibitive.
- Raffensperger property – will need money for possible purchase. Discuss a possible structure that would have multipurpose rooms to be rented out to local groups or clubs.
- There were preliminary talks for having a possible regional Park and Recreation Board that would be involved with the scheduling of programs throughout the area.

Mr. Bush reported the tree planting went well at the parks. The trees were bigger than he originally thought. He felt Roots Nurseries did a nice job. The memorial plaque has been placed but it will need to be concreted in.

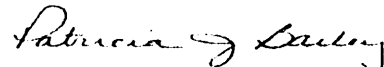
6. Correspondence:

- a. Resolution No. 13-2023: Fee-in-Lieu of Mandatory Dedication of Land for Recreational Purposes for calendar year 2024.

7. The next meeting of the Park and Recreation Board is scheduled to be held on **February 13, 2024 at 7:00 P.M.**

8. A motion was made by William Duncan and seconded by Donald Bush to adjourn the meeting at 8:34 P.M. All members present voted in favor of the motion.

Respectfully Submitted,



Patricia J. Bailey, Secretary



**Northwest Regional Lancaster County Police Commission**  
**8855 Elizabethtown Road**  
**Elizabethtown, PA 17022**

**Minutes of the Regular Meeting of the**  
**Northwest Regional Lancaster County Police Commission**  
**Held on January 23, 2024**

1. Doug Hottenstein called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building, 8853 Elizabethtown Road, Elizabethtown, PA 17022. Doug Hottenstein led the pledge of allegiance.

Roll Call: Present – Douglas A. Hottenstein, John Rudy, Debra Dupler, David W. Sweigart II and Kevin Baker were in attendance.

2. Organize for Year 2024:

A motion was made by Debra Dupler, seconded by Douglas Hottenstein to appoint Kevin Baker as Chair. All members present voted in favor of the motion.

A motion was made by David Sweigart, seconded by Debra Dupler to appoint Douglas Hottenstein as Vice Chair. All members present voted in favor of the motion.

A motion was made by David Sweigart, seconded by Debra Dupler to appoint J. Marc Hershey as Secretary/Treasurer and Lisa Heilner as Assistant Secretary/Treasurer; appoint Northwest Bank and PLGIT as Financial Institutions; and appoint Morgan, Hallgren, Crosswell & Kane and Eckert Seamans (Labor) as solicitors. All members present voted in favor of the motion.

3. Public Comment: None

4. Consent Calendar:

- a. Approval and ratification of the minutes of the November 28, 2023 meeting.
- b. Accept and ratify the Treasurer's Report for the period of November 30 to December 31, 2023, subject to audit.
- c. Approve payment of all bills via Bill List #25 through #29 in the amount of amount of \$156,447.87; ratify payment of all payrolls for the period of November 2023 through December 2023, inclusive, in the amount of \$456,139.40, which represents five (5) pay periods.
- d. Raymond James Pension Account summary from September 30 to October 31, 2023.
- e. Resolution 1 of 2024 regarding Uniformed Pension Plan

A motion was made by Debra Dupler, seconded by David Sweigart to approve items a. through d. of the Consent Calendar as presented. All members present voted in favor of the motion.

5. Old Business: None

6. New Business:

White, Rudy LLC – letter of engagement for 2023 Financial Review. A motion was made by Debra Dupler, seconded by Dave Sweigart to approve signing the letter of engagement for a Financial Audit to be conducted for the year 2023. All members present voted in favor of the motion.

Officer Brad Redinger was in attendance to brief the commission on the 2024 budgeted IT purchases. Department computers are being replaced on a rotating basis. Doug Hottenstein questioned the NinjaOne items. These licenses are being shared with the Elizabethtown Borough Police Department and they will be reimbursing our department for half of the cost. Doug Hottenstein also asked who would back up Officer Redinger in the case of an emergency where he would not be available. Mr. Hottenstein recommended that Officer Redinger look into an outside consultant/IT vendor that could back him up in the event that he would not be available. Officer Redinger said that he would work on setting that up. A motion was made by Debra Dupler, seconded by Douglas Hottenstein to approve the 2024 budgeted IT purchases.

K9 Officer Tyler Seidel was present and gave the Commission an overview of the K9 activities and arrest assists that occurred during 2023.

7. Advisements: None

8. Correspondence:

- a. Calls for Service – November and December 2023
- b. Police Activity Report – November and December 2023
- c. Overtime Report – November and December 2023
- d. Police Cruiser Mileage Chart – November and December 2023

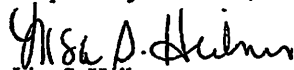
9. Other Business:

Chief Mayberry advised the Commission that he will be having shoulder surgery on February 13.

The next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on February 27, 2024 at 7 p.m. at the Mount Joy Township Municipal Complex.

A motion was made by David Sweigart, seconded by John Rudy to adjourn the meeting at 7:30 p.m. All members voted in favor of the motion.

Respectfully submitted,



Lisa S. Heilner  
Assistant Secretary/Treasurer  
Northwest Regional Lancaster  
County Police Commission

**EAWA WORK SESSION MEETING MINUTES  
FEBRUARY 7, 2024 - 6:30 PM**

1. **CALL TO ORDER:** The EAWA Board meeting was called to order at 6:30 P.M. by Dale Treese, Chairman. Members present: Keith Murphy, Rich Sheidy, and John O'Connell. Also present were: Del Becker, Authority Manager; George Alspach, Solicitor; Michael Krieger, Engineer; Jason Bock, Operations Manager and Jill Gebhart, Admin Assistant. Not present: Jeff McCloud, Chuck Brewer and Rick Erb, Board Members; Michele Powl, Business Manager; Donna Bissinger, Admin Assistant. Members of the Public: None

2. **PUBLIC COMMENT:** None

3. **REPORTS:**

a. **Manager's Report:**

- i. **Act 205 Pension Contribution** – 2023 actuarial valuation received from Conrad Siegel. \$46,000 was budgeted for this contribution.

**Action:** "That the Board approves the contribution of \$39,733.59 for FY2023 for the Act 205 Employees Pension Plan."

**Motion:** K Murphy    **Second:** J O'Connell    **Approved**

- ii. **GHD Representative and Project Manager:** Mr. Michael Krieger, PE, will be assuming duties previously assigned to Cindy Zarowtuk. Resume provided. An Agreement for General Services for 2024 has been provided.

Item 8 in Terms and Conditions of agreement was modified for mutual termination agreement upon notice.

**Action:** "That the Board approves the General Services Agreement for 2024 with GHD."

**Motion:** J O'Connell    **Second:** R Sheidy    **Approved**

- iii. **Amended Water Treatment Plant Design Services:** Since initiation of this project in 2021, additional Authority priorities have been added and the scope adjusted. Additional items include providing a third raw water treatment train in the area designated for expansion in the original construction; replacement of the membranes on the two existing treatment trains; a new distribution pump and updating of the reservoir mixing system.

**Action:** "That the Board approves the Amended Water Treatment Plant Design Services with GHD with a not to exceed fee of \$269,000.00."

**Motion:** K Murphy    **Second:** J O'Connell    **Approved**

- iv. **Wells 6 & 7 Improvements Proposal:** Design services for needed upgrades to the Rheems wells and treatment facilities.

Discussion on issues with purposed building to house electric equipment, question if electrical service upgrade needed, and question on the waste take away pipe of the force main.

No action was taken. Discussion on the Wells 6 & 7 Improvements Proposal was tabled until the next Work Session meeting March 6, 2024.

- v. **Phase 1 Professional Services for Cast Iron Water Main Replacement Project:** first of a multi-phase project for replacement of the cast iron distribution piping.

**Action:** "That the Board approves Professional Services Agreement for Phase 1 of the Water Main Replacement Project with HRG with an estimated fee of \$390,400.00."

**Motion:** K Murphy **Second:** R Sheidy **Approved**

- vi. **PENNVEST Application Services for Cast Iron Water Main Replacement Project:** Services required for submission of PENNVEST funding application.

**Action:** "That the Board approves Professional Services Agreement for PENNVEST Application Services with HRG with an estimate fee of \$61,800.00."

**Motion:** K Murphy **Second:** J O'Connell **Approved**

- vii. **Boat Sale:** Received bid through MunicBid and the winning bid for \$3715 was from Donald Burke, Brick NJ.

**Action:** "That the Board approves the sale of the boat to Donald Burke for \$3715.

**Motion:** R Sheidy **Second:** K Murphy **Approved**

- viii. **Call from Bruce Conrad at Cornwall:** Contad asked to meet with the board to discuss a different approach to the Quarry. The consensus of the Board was that Becker will respond asking Conrad to send a letter detailing what he is proposing in order for the Board to give it some thought prior to a meeting.

- b. **Operations Manager's Report:** Jason Bock presented report. He noted there were 2 water main repairs on E Orange St. The 2 water main repairs on N Locust St stemmed from UGI damage to service line. He is also working on preparations for upcoming EPA inspection.

Sheidy asked about the rust stain on water tanks. Tank maintenance was delayed waiting for applications for grant money. With grant application rejected, now will bid that job out.

- c. **Engineer's Report:** Michael Krieger reported there were no issues with Chlorination project start up 1/31/24. For the Poplar St water main replacement project, an approved plan was received back, and they are ready to bid that project. A proposal will be submitted next month for the water main replacement project for W High St. Becker noted that the W High St project is not a part of the PENNVEST project due to permitting requirements.

**4. UNFINISHED BUSINESS:** None

**5. NEW BUSINESS:** None

**6. BOARD MEMBER'S REMARKS:**

Murphy asked if contractor will pay for the Market St water main break last year. Becker said we need to have further discussion with PennDOT regarding the cause of the break. Murphy asked if we had any bids for mowing. Becker stated mowing bid closes 2/9/24.

**7. EXECUTIVE SESSION:** None

**8. ADJOURN:** 7:47 PM

**Action:** "That the Board adjourns the regular meeting."

**Motion:** K Murphy

**Second:** J O'Connell

**Approved**

Respectfully submitted,

D. Becker, PE, Authority Manager

***Approved at 3 /11 /2024 Meeting***



**EAWA BOARD MEETING MINUTES  
FEBRUARY 12, 2024 - 6:30 PM**

1. **CALL TO ORDER:** The EAWA Board meeting was called to order at 6:30 P.M. by Dale Treese, Chairman. Members present: Keith Murphy, Jeff McCloud, Rich Sheidy, Chuck Brewer and John O'Connell. Also present were: Del Becker, Authority Manager; George Alspach, Solicitor; Michele Powl, Business Manager and Donna Bissinger, Admin Assistant. Not present: Rick Erb Board Member, Jason Bock, Operations Manager, Engineer; and Jill Gebhart, Admin Assistant. Members of the Public: None

2. **PLEDGE OF ALLEGIANCE TO THE FLAG:**

3. **PUBLIC COMMENT:** None

4. **APPROVAL OF PREVIOUS MINUTES:**

**Action:** "That the Board approves the WS Meeting Minutes of 01/03/2024 and Board Meeting Minutes of 01/08/2024, as presented."

**Motion:** K Murphy      **Second:** J O'Connell      **Approved**

5. **REPORTS:**

a. **Manager's Report:**

- i. **Chemical Bid** - Bids received 2/9/2024, via PennBid system. Summary provided.

**Action:** "That the Board awards the chemical bids as received and presented."

**Motion:** C Brewer      **Second:** J McCloud      **Approved**

- ii. **Mowing Bid** – Four (4) bids received 2/9/2024. Summary provided. Staff recommends award to DWD Landscaping & Services LLC for 2024 with an optional extension for 2025.

**Action:** "That the Board awards the mowing contract for 2024 with an optional extension for 2025."

**Motion:** K Murphy      **Second:** J O'Connell      **Approved**

- iii. **Bid for 2005 GMC Truck.**

**Action:** "Board accepts the Bid Amount of \$4,100.00 through the Municibid Program from Fred Edmondson of 1323 Poplar St, Kulpmont, PA"

**Motion:** K Murphy      **Second:** C Brewer      **Approved**

- iv. **Professional Services Agreements for HVAC Evaluation:** Evaluation of HVAC system at 211 W Hummelstown by ThermalTech Engineering in the amount of \$8,600.00. System is not operating properly. Budgeted as Special Project for 2024.

**Action:** "That the Board approves Professional Services Agreement with ThermalTech Engineering for HVAC Evaluation in the amount of \$8,600.00."

**Motion:** J O'Connell    **Second:** K Murphy    **Approved**

- v. **Meridian Heights Development (Phase 1) Water Extension and Development Agreement–** Agreement signed by Developer (124 EDUs). Formerly named 1925 Sheaffer Road. Total EDUs planned for development is 374;

**Action:** "That the Board contingently approves the Water Extension & Development Agreement for the Meridian Heights Development (Phase1) upon receipt of construction security."

**Motion:** J McCloud    **Second:** R Sheidy    **Approved**

O'Connell did not participate due to his company's prior work relationship with the previous developer.

- vi. **Water Allocations Permit with DEP-** Becker provided the board with a copy of a letter from DEP outlining their permit requirements. EAWA will need to monitor the minimum instream flow of Back Run and Conewago Creek. Monitoring the minimum release for Cornwall Quarry is an additional requirement. EAWA will incur additional costs and expenses to comply with the new requirements The consensus of the board is for Becker to generate a letter to DEP requesting an extension to satisfy DEP requirements.

b. **Operations Manager's Report:** Was presented at the Work Session meeting.

c. **Engineer's Report:** None

d. **Financial Reports:**

- i. Paid Bills Detail (*Operating Fund*) (01/22/24) distributed with package (\$128,355.77 for balance);
- ii. Paid Bill Detail (*Capital Fund*) (01/22/24) distributed with package (\$3,394.08 for balance);
- iii. Statement of *Operating* Revenues & Expenditures for period of JANUARY YTD, distributed with package. Balance: \$1,053,380.36, Expenditures: \$286,344.74 & Income: \$815,074.60;

- iv. Statement of *Capital* Revenues & Expenditures for period of JANUARY YTD, distributed with package. Balance: \$9,967,010.41, Expenditures: \$18,766.50 & Income: \$36,715.63.

**Action:** "That the Board accepts the JANUARY Statement of Revenues & Expenditures (Actual vs. Budget)."

**Motion:** J O'Connell **Second:** K Murphy **Approved**

**6. UNFINISHED BUSINESS:** None

**7. NEW BUSINESS:** None

**8. BILLS PAYABLE:** Refer to Unpaid Report;

**Action:** "That the Board pays bills listed on statement of Unpaid *Operating* Fund Bills Detail totaling \$82,327.34 (02/12/24) and Unpaid *Capital* Fund Bills Detail totaling \$65,455.83 (02/12/24)."

**Motion:** C Brewer **Second:** J McCloud **Approved**

**9. BOARD MEMBER'S REMARKS:** Brewer and McCloud expressed their regrets at being unable to attend the previous work session meeting.

**10. EXECUTIVE SESSION:** None

**11. ADJOURN: 7:25 PM**

**Action:** "That the Board adjourns the regular meeting."

**Motion:** K Murphy **Second:** J McCloud **Approved**

Respectfully submitted,

D. Becker, PE, Authority Manager

***Approved at 3 /11 /2024 Meeting***

**MINUTES OF THE MEETING  
OF THE BOARD OF THE  
MUNICIPAL EMERGENCY SERVICES AUTHORITY  
OF LANCASTER COUNTY  
January 31, 2024**

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, January 31, 2024, at 6:00 PM in the Elizabethtown Borough Council Chambers, 600 South Hanover Street, Elizabethtown, Pennsylvania, 17022.

The meeting was called to order by Chairperson Debra Dupler.

Roll call: Debra Dupler, Justin Risser, Jeffrey Butler, Roger Snyder, Jeffrey Hudson, and Jeffrey McCloud were present. Also present was Jason Sabol, Board Solicitor.

Ms. Dupler opened the meeting for public comment. None were heard.

The Board unanimously approved the minutes for the January 24, 2024 meeting of the Board by a motion made by Mr. Snyder and seconded by Mr. Risser.

Revenue fee model – Diversified Technology is on schedule to mail bills the week of February 12, 2024. Waiting on 2023 employer list from Lancaster County Tax Collection Bureau. The Board reviewed the letter to be sent to employers requesting employee counts.

Northwest EMS Update and Implementation Manager Report – Mr. Scott Kingsboro, Executive Director of Northwest EMS provided the following report to the Board.

- Medicare performed a surprise inspection last week to validate existence of MESA. There will be a follow-up at an unknown date.
- Now par with the Cigna Group and Capital Blue Cross.
- Start-up money from NWEMS will be transferred to MESA this week.
- Billing agreements are done and sent to Cornerstone.
- A start-up lunch and dinner will be provided to platoons.
- Uniforms are ready for distribution.
- Met with Manheim Borough Manager to tour Manheim building.
- Working on getting things ready for February 4, 2024 transition

Jason Sabol, Board Solicitor, reported that no further information was received from the Attorney General's office. Mr. Sabol provided a draft lease with NWEMS for use of apparatus, equipment and facilities while waiting for Orphan Court action.

Mr. Sabol indicated to the Board that MESA, as a regional authority, may be limited in the ability to place liens on real property for lack of payment of mandatory fees. An option could have municipalities placing liens on property on behalf of MESA. Board members expressed

surprise that MESA is unable to use liens to address non-payment. Mr. Sabol stated they will continue to research the issue.

Jason Kirsch provided an overview of public relations items underway. Emails notifying hospitals is to be sent Monday, February 5, 2024. Notices will be sent to municipalities addressing receipt of payments. Municipalities are not to take MESA payments. Potential changes to MESA website are being reviewed. The ceremonial ribbon cutting is now scheduled for Tuesday, February 27, 2024 at 10:00 AM.

The Board reviewed a condensed version of the 2024 budget for posting on the MESA website.

On a motion of Mr. Snyder, seconded by Mr. Hudson, the Board unanimously approved the payment of 4 bills, totaling \$4,882.96, as presented on Bill List 2024-04 and 3 bills and 2 transfers, as presented on Bill List 2024-01GF.

The next regular meeting of the Board is scheduled to be held on Wednesday, February 7, 2024, beginning at 6:00 P.M.

A motion was made by Mr. Snyder and seconded by Mr. McCloud, to adjourn the meeting at 7:00 P.M. All members present voted in favor of the motion.

Respectfully submitted,

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Jeffrey L. Butler (Secretary)



**MINUTES OF THE MEETING  
OF THE BOARD OF THE  
MUNICIPAL EMERGENCY SERVICES AUTHORITY  
OF LANCASTER COUNTY  
February 7, 2024**

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, February 7, 2024, at 6:00 PM in the Elizabethtown Borough Council Chambers, 600 South Hanover Street, Elizabethtown, Pennsylvania, 17022.

The meeting was called to order by Chairperson Debra Dupler.

Roll call: Debra Dupler, Jeffrey Butler, and Roger Snyder were present. Also present was Jason Sabol, Board Solicitor. Justin Risser, Jeffrey Hudson, and Jeffrey McCloud were absent.

Ms. Dupler opened the meeting for public comment. None were heard.

As there was not a quorum present, voting on approval of the minutes of the January 31, 2024 meeting minutes was tabled.

Revenue fee model – A check of data provided by municipalities with that compiled by Diversified Technology provided to be a match. First round of billing by Diversified Technology should be on track for week of February 12, 2024.

Authority Manager Report – Mr. Scott Kingsboro, Authority Manager, provided the following report to the Board.

- Vehicle titles changes are in process.
- 1st joint billing agreement signed by South Central
- ER notifications sent out by Wade Amick (operations)
- Job descriptions sent out companywide.
- Signs changed except top building lettering will be done next week.
- 1st MESA safety committee completed today (2/7)
- Appraisal for building completed.
- Rigs continually getting done for rebranding.
- Monday (2/5) 1st Captain's meeting held with Managers.
- Over all things went smoothly on the first day of MESA operation (February 4, 2024) and this week so far.

Jason Sabol, Board Solicitor, reported that no further information was received from the Attorney General's office.

Jason Kirsch provided an overview of public relations items underway. There was general discussion regarding notices to be sent regarding the ceremonial ribbon cutting scheduled for

Tuesday, February 27, 2024 at 10:00 AM. Mr. Kirsch indicated that articles for municipal newsletters should be done by the end of the month.

The Board reviewed the latest draft of a letter to be sent to businesses to self-report the number of employees and the Fee Assessment Billing Appeal form. No changes were suggested.

Mr. Hershey reviewed the list of potential ARPA expenditures for 2024. The list of projects totaled \$115,600.00. If implemented as shown, a total of \$3,559.18 would remain uncommitted.

Mr. Hershey discussed proposed renovations to the Elizabethtown station. It's estimated to cost \$15,000 to \$20,000. It was noted that if costs are expected to exceed \$23,200, public bidding requirements would apply and over \$25,000 would require implementation of prevailing wage rates.

There was a discussion regarding the number of out-of-area calls Northwest EMS handles in December 2023. NWEMS covered 47 calls in Columbia Borough, Mount Joy Borough and Rapho Township. In that same period, other agencies covered 2 calls for NWEMS. It was suggested that a meeting with non-MESA municipalities to address billing of cover calls be scheduled.

As there was not a quorum present, voting on approval of Bill List 2024-05 and Bill List 2024-02GF was tabled.

The next regular meeting of the Board is scheduled to be held on Wednesday, February 21, 2024, beginning at 6:00 P.M. It was suggested that meetings be changed to the second and fourth Wednesday of the month starting in March. Board approval of the revised schedule will be on the February 21, 2024 agenda.

A motion was made by Mr. Snyder and seconded by Mr. Butler, to adjourn the meeting at 7:00 P.M. All members present voted in favor of the motion.

Respectfully submitted,

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Jeffrey L. Butler (Secretary)



Incident Type Details	2024-02-01	Total
111 - Building fire	5	5
116 - Fuel burner/boiler malfunction, fire confined	1	1
118 - Trash or rubbish fire, contained	1	1
131 - Passenger vehicle fire	2	2
311 - Medical assist, assist EMS crew	6	6
3211 - Uncon. AED	4	4
322 - Motor vehicle accident with injuries	3	3
324 - Motor vehicle accident with no injuries.	2	2
353 - Removal of victim(s) from stalled elevator	1	1
412 - Gas leak (natural gas or LPG)	1	1
424 - Carbon monoxide incident	1	1
445 - Arcing, shorted electrical equipment	1	1
463 - Vehicle accident, general cleanup	2	2
550 - Public service assistance, other	1	1
553 - Public service	3	3
600 - Good intent call, other	1	1
611 - Dispatched & canceled en route	14	14
6112 - Failed to Respond - Fire Police	1	1
650 - Steam, other gas mistaken for smoke, other	1	1
651 - Smoke scare, odor of smoke	1	1
700 - False alarm or false call, other	1	1
735 - Alarm system sounded due to malfunction	2	2
736 - CO detector activation due to malfunction	1	1
743 - Smoke detector activation, no fire - unintentional	1	1
745 - Alarm system activation, no fire - unintentional	3	3
<b>Total</b>	<b>60</b>	<b>60</b>



District	2024-02-01	Total
Conewago Township	3	3
Conoy Township	3	3
East Donegal Township	1	1
East Hempfield Township	1	1
Elizabethtown Borough	24	24
Lower Paxton Township	1	1
Middletown Borough	4	4
Mount Joy Borough	1	1
Mount Joy Township	14	14
South Londonderry Township	1	1
West Donegal Township	6	6
Wrightsville Borough	1	1
<b>Total</b>	<b>60</b>	<b>60</b>





District	Alarm Date	Addresses Combined More	Incident Type
<b>Conewago Township</b>			
	2/19/2024 8:35:01 AM	1590 HERSHEY RD	Medical assist, assist EMS crew
	2/19/2024 3:30:32 PM	2557 PENNSYLVANIA TPKE W	Passenger vehicle fire
	2/26/2024 2:09:25 PM	100 ROUTE 283 W	Passenger vehicle fire
<b>Conoy Township</b>			
	2/9/2024 3:30:44 PM	1478 KEENER RD	Trash or rubbish fire, contained
	2/18/2024 10:41:16 AM	1897 RIVER RD	Dispatched & canceled en route
	2/22/2024 5:32:48 PM	2493 RIVER RD	Dispatched & canceled en route
<b>East Donegal Township</b>			
	2/4/2024 3:40:11 PM	617 ANDERSON FERRY RD	Building fire
<b>East Hempfield Township</b>			
	2/12/2024 11:55:40 PM	500 ELIZABETH ST	Dispatched & canceled en route
<b>Elizabethtown Borough</b>			
	2/1/2024 2:03:45 AM	155 W HIGH ST	Smoke scare, odor of smoke
	2/1/2024 9:30:36 AM	320 S MARKET ST	Dispatched & canceled en route
	2/1/2024 11:59:57 AM	398 N LOCUST ST	Alarm system activation, no fire - unintentional
	2/3/2024 12:58:53 PM	UNION ST	Motor vehicle accident with injuries
	2/3/2024 1:57:43 PM	S MARKET ST	Public service assistance, other
	2/5/2024 1:15:31 PM	10 S MARKET ST	Motor vehicle accident with no injuries.
	2/9/2024 12:22:11 PM	515 N HANOVER ST	Motor vehicle accident with injuries
	2/9/2024 4:00:12 PM	81 MAYTOWN AVE	Medical assist, assist EMS crew
	2/10/2024 12:07:36 AM	320 S MARKET ST	Uncon. AED
	2/10/2024 1:41:51 PM	635 E HUMMELSTOWN ST	Uncon. AED
	2/13/2024 11:03:15 PM	92 CRANFIELD CT	Motor vehicle accident with injuries
	2/16/2024 7:01:31 PM	105 E WASHINGTON ST	Smoke detector activation, no fire - unintentional
	2/19/2024 12:18:52 PM	305 N MARKET ST	Building fire
	2/19/2024 4:25:36 PM	800 E CEDAR ST	Uncon. AED
	2/20/2024 4:53:09 PM	301 N HANOVER ST	Gas leak (natural gas or LPG)
	2/22/2024 4:16:55 AM	137 S MARKET ST	Good intent call, other
	2/23/2024 3:57:29 PM	320 S MARKET ST	Alarm system activation, no fire - unintentional
	2/26/2024 6:04:11 PM	81 MAYTOWN AVE	Medical assist, assist EMS crew



2/27/2024 12:20:38 PM	1605 S MARKET ST	Alarm system activation, no fire - unintentional
2/27/2024 2:07:59 PM	155 E PARK ST	Removal of victim(s) from stalled elevator
2/27/2024 3:42:13 PM	304 E HIGH ST	False alarm or false call, other
2/27/2024 6:26:29 PM	364 E PARK ST	CO detector activation due to malfunction
2/28/2024 1:47:26 AM	40 S MOUNT JOY ST	Vehicle accident, general cleanup
2/29/2024 7:59:45 AM	600 S MARKET ST	Medical assist, assist EMS crew

**Lower Paxton Township**

2/20/2024 8:07:17 AM	433 S HOUCKS RD	Dispatched & canceled en route
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**Middletown Borough**

2/14/2024 1:52:28 PM	DOGWOOD BLDG	Dispatched & canceled en route
2/15/2024 9:58:52 AM	53 W MAIN ST	Building fire
2/15/2024 4:07:17 PM	24 DOGWOOD BLDG	Dispatched & canceled en route
2/15/2024 11:55:37 PM	39 W MAIN ST	Building fire

**Mount Joy Borough**

2/6/2024 10:17:55 PM	334 CHOCOLATE AVE	Dispatched & canceled en route
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**Mount Joy Township**

2/1/2024 3:18:57 PM	116 ROUTE 283 W	Failed to Respond - Fire Police
2/2/2024 5:20:44 PM	349 RADIO RD	Arcing, shorted electrical equipment
2/3/2024 3:48:06 PM	831 PROSPECT RD	Dispatched & canceled en route
2/5/2024 12:15:40 PM	352 HERSHEY RD	Vehicle accident, general cleanup
2/8/2024 5:26:51 AM	1455 N MARKET ST	Alarm system sounded due to malfunction
2/12/2024 8:35:52 AM	1319 BEAR CREEK RD	Steam, other gas mistaken for smoke, other
2/13/2024 8:25:55 AM	ROUTE 283 W	Motor vehicle accident with no injuries.
2/16/2024 9:03:39 AM	1810 RIDGE RD	Medical assist, assist EMS crew
2/21/2024 10:42:02 AM	111 W HARRISBURG AVE	Dispatched & canceled en route
2/21/2024 7:28:03 PM	1477 RIDGE RD	Alarm system sounded due to malfunction
2/26/2024 10:02:02 AM	RIDGEVIEW RD S	Dispatched & canceled en route
2/28/2024 4:12:37 PM	78 TREELINE DR	Carbon monoxide incident
2/28/2024 7:06:23 PM	391 GREENTREE RD	Public service
2/28/2024 8:30:28 PM	1400 RIDGE RD	Public service

**South Londonderry Township**

2/10/2024 8:45:24 PM	7 BACHMANVILLE RD	Dispatched & canceled en route
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**West Donegal Township**

2/1/2024 6:27:35 PM	240 JAMES BUCHANAN DR	Medical assist, assist EMS crew
2/6/2024 10:23:43 AM	83 GREENBRIAR DR	Dispatched & canceled en route
2/10/2024 9:15:44 PM	111 HEISEY AVE	Fuel burner/boiler malfunction, fire confined
2/19/2024 10:08:06 AM	138 VILLAGE GREEN DR	Uncon. AED
2/27/2024 9:54:59 AM	1235 TURNPIKE RD	Building fire
2/28/2024 9:20:04 PM	777 NEWVILLE RD	Public service

**Wrightsville Borough**

2/25/2024 4:20:46 PM	125 S 2ND ST	Dispatched & canceled en route
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# RHEEMS FIRE DEPARTMENT

## Monthly Report - February 2024

<u>Incident Type</u>	<u>Month</u>	<u>2024</u>	<u>Municipality</u>	<u>Month</u>	<u>2024</u>
Vehicle Accidents	5	14	Conewago Township		1
Vehicle Entrapments		1	Conoy Township	2	3
Vehicle Fire	4	5	East Donegal Township	2	3
Building Fire	8	12	Elizabethtown Borough	1	2
Chimney Fire			Londonderry Township		
Brush/Trash Fire	1	1	Marietta Borough	1	1
Rescue - Other			Middletown Borough		
CO Incident			Mount Joy Borough	1	2
Gas Leak	1	3	Mount Joy Township	11	27
HAZMAT/Spill Control			Rapho Township	1	1
Investigations	3	3	West Donegal Township	5	15
Automatic Fire Alarm	2	11	West Hempfield Township		
Assist EMS	1	4	Other	1	1
Assist PD					
Good Intent Call					
Public Service		1			
Other					
Transfers/Standbys		1			
<b>TOTAL</b>	<b>25</b>	<b>56</b>	<b>TOTAL</b>	<b>25</b>	<b>56</b>

<u>PERSONNEL HOURS</u>	<u>MONTH</u>			<u>2024</u>		
	<u>Personnel</u>	<u>Hours</u>	<u>% Total Time</u>	<u>Personnel</u>	<u>Hours</u>	<u>% Total Time</u>
Response to Alarms	204	108.25	27.92%	429	199.97	24.78%
Station Level Training	26	67.80	17.49%	101	241.80	29.96%
Certified Training	26	97.00	25.02%	26	97.00	12.02%
Duty Crew/Station Staffing			0.00%	13	98.00	12.14%
Administration	9	10.20	2.63%	33	52.00	6.44%
Fund Raising	11	13.70	3.53%	13	14.50	1.80%
Fire Prevention			0.00%			0.00%
Funeral Details			0.00%			0.00%
Meetings	35	51.80	13.36%	37	53.80	6.67%
Rig Checks	11	14.40	3.71%	17	20.70	2.57%
Apparatus Maintenance	4	2.00	0.52%	4	4.00	0.50%
Equipment Maintenance	4	2.00	0.52%	5	3.30	0.41%
Facilities Maintenance			0.00%	1	0.30	0.04%
Municipal Meetings	3	3.60	0.93%	5	4.60	0.57%
Public Relations	5	5.00	1.29%	5	5.00	0.62%
Work Detail	12	12.00	3.09%	12	12.00	1.49%
<b>TOTAL</b>	<b>350</b>	<b>387.75</b>	<b>100.00%</b>	<b>TOTAL</b>	<b>701</b>	<b>806.97</b>

Incident Number	Dispatch Date/Time	Dispatched Incident Type	Address	Cross Streets	City	Zip Code	State Code	Response Zone
2024-032	2/1/2024 13:02	VEHICLE ACCIDENT-CLASS 2; 322-Motor vehicle accident with injuries	Sheaffer RD	Schwanger RD	Elizabethtown	17022	PA	Mount Joy Township
2024-033	2/3/2024 17:46	VEHICLE FIRE; 131-Passenger vehicle fire	153 ROUTE 283 W		Mount Joy	17552	PA	Mount Joy Township
2024-034	2/4/2024 15:40	BUILDING-HIGH OCCUPANCY 1A; 111-Building fire	617 Anderson Ferry Rd		Marietta	17547	PA	East Donegal Township
2024-035	2/6/2024 22:17	BUILDING-DWELLING-1A; 111-Building fire	334 Chocolate Ave		Mount Joy	17552	PA	Mount Joy Borough
2024-036	2/8/2024 18:30	GAS LEAK-1A; 412-Gas leak (natural gas or LPG)	4 Stonecrest Trail		Elizabethtown	17022	PA	West Donegal Township
2024-037	2/9/2024 10:12	CARDIAC ARREST; 321-EMS call, excluding vehicle accident with injury	604 W Ridge Rd		Elizabethtown	17022	PA	West Donegal Township
2024-038	2/9/2024 15:30	BRUSH FIRE-SMALL; 142-Brush or brush-and-grass mixture fire	1478 Keener Rd		Bainbridge	17502	PA	Conoy Township
2024-039	2/10/2024 13:45	VEHICLE FIRE; 131-Passenger vehicle fire	389 Heisey Quarry Rd		Elizabethtown	17022	PA	West Donegal Township
2024-040	2/10/2024 21:15	BUILDING-DWELLING-1A; 111-Building fire	111 Heisey Ave		Elizabethtown	17022	PA	West Donegal Township
2024-041	2/12/2024 8:35	INVESTIGATION-INSIDE; 651-Smoke scare, odor of smoke	1319 Bear Creek Rd		Elizabethtown	17022	PA	Mount Joy Township
2024-042	2/13/2024 7:00	VEHICLE ACCIDENT-CLASS 2; 322-Motor vehicle accident with injuries	Maaytown Road	Haunstein Road	Marietta	17547	PA	East Donegal Township
2024-043	2/13/2024 7:28	VEHICLE ACCIDENT-UNKNOWN INJURY; 324-Motor vehicle accident with no injuries.	14.4 Route 283 West		Elizabethtown	17022	PA	Mount Joy Township
2024-044	2/13/2024 8:44	VEHICLE ACCIDENT-CLASS 2; 322-Motor vehicle accident with injuries	12.4 Route 283 East		Elizabethtown	17022	PA	Mount Joy Township
2024-045	2/15/2024 3:54	BUILDING-COMMERCIAL / INDUSTRIAL -4A; 111-Building fire	1717 W Main St		Ephrata	17522	PA	Ephrata Township
2024-046	2/19/2024 12:18	BUILDING-DWELLING-1A; 111-Building fire	305 N Market St		Elizabethtown	17022	PA	Elizabethtown Borough
2024-047	2/20/2024 4:18	BUILDING-DWELLING-1A; 111-Building fire	394 E Front St		Marietta	17547	PA	Marietta Borough
2024-048	2/21/2024 10:42	FIRE ALARM-COMMERCIAL/INDUSTRIAL; 745-Alarm system activation, no fire - unintentional	111 W Harrisburg Ave		Elizabethtown	17022	PA	Mount Joy Township
2024-049	2/21/2024 11:34	VEHICLE FIRE-COMMERCIAL; 132-Road freight or transport vehicle fire	19.5 Route 283 East		Mount Joy	17552	PA	Rapho Township
2024-050	2/22/2024 17:32	BUILDING-DWELLING-1A; 111-Building fire	2493 River Rd		Bainbridge	17502	PA	Conoy Township
2024-051	2/23/2024 22:01	INVESTIGATION-OUTSIDE; 651-Smoke scare, odor of smoke	1308 Cloverleaf Rd		Mount Joy	17552	PA	Mount Joy Township
2024-052	2/24/2024 7:54	VEHICLE ACCIDENT-CLASS 2; 322-Motor vehicle accident with injuries	1433 Route 283 East		Elizabethtown	17022	PA	Mount Joy Township
2024-053	2/27/2024 9:54	BUILDING-DWELLING-1A; 111-Building fire	1235 Turnpike Rd		Elizabethtown	17022	PA	West Donegal Township
2024-054	2/28/2024 14:17	UTILITY/WIRES; 440-Electrical wiring/equipment problem, other	271 Ersa Dr		Elizabethtown	17022	PA	Mount Joy Township
2024-055	2/28/2024 21:05	FIRE ALARM-COMMERCIAL/INDUSTRIAL; 745-Alarm system activation, no fire - unintentional	1225 W Main St		Mount Joy	17552	PA	Mount Joy Township
2024-056	2/29/2024 23:35	VEHICLE FIRE; 131-Passenger vehicle fire	Cloverleaf Road	Route 283 West Off Ramp	Elizabethtown	17022	PA	Mount Joy Township



# Rheems Fire Department

## Budget vs. Actuals: Rheems Fire Department 2024 - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
Fundraising & Donations				
121 Annual Fund Drive	39,672.84	65,200.00	-25,527.16	60.85 %
123 Fire Division Services	100.00	1,000.00	-900.00	10.00 %
124 Special Contributions		14,800.00	-14,800.00	
126 Miscellaneous Contributions	747.60	1,000.00	-252.40	74.76 %
127 Memorial Contributions		250.00	-250.00	
150 Fundraising Event Proceeds	1,000.00	1,750.00	-750.00	57.14 %
<b>Total Fundraising &amp; Donations</b>	<b>41,520.44</b>	<b>84,000.00</b>	<b>-42,479.56</b>	<b>49.43 %</b>
Grants				
184 PEMA Grants		15,000.00	-15,000.00	
<b>Total Grants</b>		<b>15,000.00</b>	<b>-15,000.00</b>	
Municipal Income				
101 MJT Operations		155,170.00	-155,170.00	
104 WDT Operations		133,000.00	-133,000.00	
<b>Total Municipal Income</b>		<b>288,170.00</b>	<b>-288,170.00</b>	
Other Revenue				
132 Sale of Fire Department Merchandise		1,000.00	-1,000.00	
140 Dues/Applications		250.00	-250.00	
160 Interest Earned	6,465.76	750.00	5,715.76	862.10 %
163 Loan Repayment Interest		0.00	0.00	
<b>Total Other Revenue</b>	<b>6,465.76</b>	<b>2,000.00</b>	<b>4,465.76</b>	<b>323.29 %</b>
<b>Total Income</b>	<b>\$47,986.20</b>	<b>\$389,170.00</b>	<b>\$ -341,183.80</b>	<b>12.33 %</b>
<b>GROSS PROFIT</b>	<b>\$47,986.20</b>	<b>\$389,170.00</b>	<b>\$ -341,183.80</b>	<b>12.33 %</b>
<b>Expenses</b>				
ADM - Administrative				
290 Dues & Subscriptions		750.00	-750.00	
297 Legal & Accounting	1,250.00	1,250.00	0.00	100.00 %
298 Bank Fees		0.00	0.00	
299 Grant Preparation Expenses		2,500.00	-2,500.00	
332 Presidents Initiatives				
332CP Department Christmas Party		1,000.00	-1,000.00	
332DP Member Picnic		500.00	-500.00	
332ME Memorial Expenses		1,000.00	-1,000.00	
332PF Presidents Fund		1,500.00	-1,500.00	
<b>Total 332 Presidents Initiatives</b>		<b>4,000.00</b>	<b>-4,000.00</b>	
<b>Total ADM - Administrative</b>	<b>1,250.00</b>	<b>8,500.00</b>	<b>-7,250.00</b>	<b>14.71 %</b>
ADM - Fundraising				
260 Miscellaneous Fundraising Expenses		500.00	-500.00	
288 Annual Fund Drive	3,141.60	12,000.00	-8,858.40	26.18 %
<b>Total ADM - Fundraising</b>	<b>3,141.60</b>	<b>12,500.00</b>	<b>-9,358.40</b>	<b>25.13 %</b>
ADM - Recruitment & Retention				

# Rheems Fire Department

## Budget vs. Actuals: Rheems Fire Department 2024 - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
213 Patches/Shirts/Hats/Jackets		2,000.00	-2,000.00	
217 Fire Department Uniforms	680.00	4,000.00	-3,320.00	17.00 %
295 Fire Department Web Site		1,500.00	-1,500.00	
331 Fire Department Banquet		8,000.00	-8,000.00	
335 Recruitment & Retention Incentive		8,000.00	-8,000.00	
<b>Total ADM - Recruitment &amp; Retention</b>	<b>680.00</b>	<b>23,500.00</b>	<b>-22,820.00</b>	<b>2.89 %</b>
ADM -Supplies & Equipment				
281 Paper/Copier/Office Supplies	7.99	1,275.00	-1,267.01	0.63 %
282 Office Equipment		500.00	-500.00	
283 Computer & Network Expenses	775.00	1,000.00	-225.00	77.50 %
287 Postage & Shipping		150.00	-150.00	
293 Software	9,135.00	10,750.00	-1,615.00	84.98 %
294 Copier Lease	249.08	1,500.00	-1,250.92	16.61 %
296 I-Pads	239.40	14,000.00	-13,760.60	1.71 %
<b>Total ADM -Supplies &amp; Equipment</b>	<b>10,406.47</b>	<b>29,175.00</b>	<b>-18,768.53</b>	<b>35.67 %</b>
CAP - Capital & Debt Service				
613 KS State Bank Principle		35,827.56	-35,827.56	
614 KS State Bank Interest		16,517.86	-16,517.86	
<b>Total CAP - Capital &amp; Debt Service</b>		<b>52,345.42</b>	<b>-52,345.42</b>	
FAC - B&G -Janitorial				
307 Contract Cleaning	124.54	1,000.00	-875.46	12.45 %
309 Supplies		750.00	-750.00	
<b>Total FAC - B&amp;G -Janitorial</b>	<b>124.54</b>	<b>1,750.00</b>	<b>-1,625.46</b>	<b>7.12 %</b>
FAC - B&G - Improvements				
301 Facilities Improvements		10,000.00	-10,000.00	
305 Appliance Purchase		1,000.00	-1,000.00	
306 Furniture Purchase		4,000.00	-4,000.00	
311 Physical Fitness	5,060.00	7,000.00	-1,940.00	72.29 %
<b>Total FAC - B&amp;G - Improvements</b>	<b>5,060.00</b>	<b>22,000.00</b>	<b>-16,940.00</b>	<b>23.00 %</b>
FAC - B&G - Landscaping				
303 Snow Removal	2,030.60	2,500.00	-469.40	81.22 %
304 Lawn Maintenance	5,422.50	5,500.00	-77.50	98.59 %
<b>Total FAC - B&amp;G - Landscaping</b>	<b>7,453.10</b>	<b>8,000.00</b>	<b>-546.90</b>	<b>93.16 %</b>
FAC - B&G - Maintenance				
292 Property & Liability Insurance	11,583.00	13,500.00	-1,917.00	85.80 %
302 Facilities Maintenance	217.18	10,000.00	-9,782.82	2.17 %
308 Security System Maintenance		750.00	-750.00	
310 HVAC Maintenance	1,800.00	2,000.00	-200.00	90.00 %
312 Pest Control		500.00	-500.00	
313 Emergency Generator Maintenance		1,500.00	-1,500.00	
314 Pond Maintenance		2,750.00	-2,750.00	
315 Appliance Maintenance		750.00	-750.00	

# Rheems Fire Department

## Budget vs. Actuals: Rheems Fire Department 2024 - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
316 Kitchen Supplies		500.00	-500.00	
<b>Total FAC - B&amp;G - Maintenance</b>	<b>13,600.18</b>	<b>32,250.00</b>	<b>-18,649.82</b>	<b>42.17 %</b>
FAC - B&G - Utilities				
321 Electric	1,629.17	15,000.00	-13,370.83	10.86 %
322 Water	64.95	500.00	-435.05	12.99 %
323 Sewer	130.00	1,250.00	-1,120.00	10.40 %
324 Telephones	265.83	1,600.00	-1,334.17	16.61 %
326 Natural Gas	345.00	6,000.00	-5,655.00	5.75 %
327 Alarm System Monitoring		1,000.00	-1,000.00	
329 Cable/Internet	53.44	300.00	-246.56	17.81 %
<b>Total FAC - B&amp;G - Utilities</b>	<b>2,488.39</b>	<b>25,650.00</b>	<b>-23,161.61</b>	<b>9.70 %</b>
OPS - Apparatus				
242 Engine 70 Maintenance		14,500.00	-14,500.00	
243 Rescue 70 Maintenance	2,931.17	11,500.00	-8,568.83	25.49 %
244 DC 70 Maintenance		250.00	-250.00	
245 Squad 70 Maintenance		1,000.00	-1,000.00	
246 Tanker 70 Maintenance	5,594.86	11,500.00	-5,905.14	48.65 %
247 Fuel for Apparatus/Equipment	1,318.16	10,000.00	-8,681.84	13.18 %
249 Miscellaneous (Tools/Lubricants/Parts)		2,500.00	-2,500.00	
250 C70 Maintenance	467.96	1,000.00	-532.04	46.80 %
<b>Total OPS - Apparatus</b>	<b>10,312.15</b>	<b>52,250.00</b>	<b>-41,937.85</b>	<b>19.74 %</b>
OPS - Captains Expenses				
215 Fire Equipment Purchases	4,882.65	14,000.00	-9,117.35	34.88 %
216 PPE	513.84	1,000.00	-486.16	51.38 %
226 Equipment Repairs	4,082.97	6,000.00	-1,917.03	68.05 %
231 Communications	274,687.50	280,000.00	-5,312.50	98.10 %
236 Captains Miscellaneous	275.06	1,500.00	-1,224.94	18.34 %
<b>Total OPS - Captains Expenses</b>	<b>284,442.02</b>	<b>302,500.00</b>	<b>-18,057.98</b>	<b>94.03 %</b>
OPS - Fire Chief Expenses				
234 Chiefs Initiatives	221.00	1,500.00	-1,279.00	14.73 %
337 Water/Coffee Mess	793.39	1,500.00	-706.61	52.89 %
338 Food for Calls/Training	130.03	2,000.00	-1,869.97	6.50 %
339 Miscellaneous	89.98	8,000.00	-7,910.02	1.12 %
<b>Total OPS - Fire Chief Expenses</b>	<b>1,234.40</b>	<b>13,000.00</b>	<b>-11,765.60</b>	<b>9.50 %</b>
<b>Total Expenses</b>	<b>\$340,192.85</b>	<b>\$583,420.42</b>	<b>\$ -243,227.57</b>	<b>58.31 %</b>
<b>NET OPERATING INCOME</b>	<b>\$ -292,206.65</b>	<b>\$ -194,250.42</b>	<b>\$ -97,956.23</b>	<b>150.43 %</b>
<b>NET INCOME</b>	<b>\$ -292,206.65</b>	<b>\$ -194,250.42</b>	<b>\$ -97,956.23</b>	<b>150.43 %</b>



# Rheems Fire Company Relief Association

## Budget vs. Actuals: Relief Association 2024 - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
100 Commonwealth Allocations				
1001 MJT Relief		23,500.00	-23,500.00	
1002 WDT Relief		28,000.00	-28,000.00	
1003 East Donegal Relief		3,000.00	-3,000.00	
<b>Total 100 Commonwealth Allocations</b>		<b>54,500.00</b>	<b>-54,500.00</b>	
150 Contributions/Donations				
1501 Miscellaneous Contributions	12,000.00		12,000.00	
<b>Total 150 Contributions/Donations</b>	<b>12,000.00</b>		<b>12,000.00</b>	
170 Equipment Sold Proceeds				
1701 Relief Equipment Sold		2,000.00	-2,000.00	
<b>Total 170 Equipment Sold Proceeds</b>		<b>2,000.00</b>	<b>-2,000.00</b>	
<b>Total Income</b>	<b>\$12,000.00</b>	<b>\$56,500.00</b>	<b>\$ -44,500.00</b>	<b>21.24 %</b>
<b>GROSS PROFIT</b>	<b>\$12,000.00</b>	<b>\$56,500.00</b>	<b>\$ -44,500.00</b>	<b>21.24 %</b>
Expenses				
510 - Insurance Premiums				
5101 Insurance Premiums	1,904.00	5,000.00	-3,096.00	38.08 %
<b>Total 510 - Insurance Premiums</b>	<b>1,904.00</b>	<b>5,000.00</b>	<b>-3,096.00</b>	<b>38.08 %</b>
520 - Equipment Purchased				
5212 Rescue Equipment Purchase		1,000.00	-1,000.00	
5218 Pager Purchases		4,000.00	-4,000.00	
5233 Fire Extinguishers		500.00	-500.00	
<b>Total 520 - Equipment Purchased</b>		<b>5,500.00</b>	<b>-5,500.00</b>	
530 - Equipment Maintenance				
5304 Cascade System Maintenance		1,500.00	-1,500.00	
5309 SCBA Service		4,000.00	-4,000.00	
5310 SCBA Parts		1,250.00	-1,250.00	
5319 Pager Maintenance		1,000.00	-1,000.00	
5326 Miscellaneous Relief Expenditures		2,000.00	-2,000.00	
5349 Miscellaneous (Tools/Lubricants/Parts)		500.00	-500.00	
5360 Sprinkler System Maintenance		650.00	-650.00	
<b>Total 530 - Equipment Maintenance</b>		<b>10,900.00</b>	<b>-10,900.00</b>	
560 - Training Expenses				
5601 Training Classes/Programs	2,450.00	20,000.00	-17,550.00	12.25 %
5602 Training Equipment	49.60	3,000.00	-2,950.40	1.65 %
<b>Total 560 - Training Expenses</b>	<b>2,499.60</b>	<b>23,000.00</b>	<b>-20,500.40</b>	<b>10.87 %</b>
580 - Fire Prevention				
5801 Fire Prevention		2,500.00	-2,500.00	
<b>Total 580 - Fire Prevention</b>		<b>2,500.00</b>	<b>-2,500.00</b>	
590 - Administrative Expenses				
5907 Legal & Accounting	550.00	1,800.00	-1,250.00	30.56 %

# Rheems Fire Company Relief Association

## Budget vs. Actuals: Relief Association 2024 - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 590 - Administrative Expenses	550.00	1,800.00	-1,250.00	30.56 %
Total Expenses	\$4,953.60	\$48,700.00	\$ -43,746.40	10.17 %
NET OPERATING INCOME	\$7,046.40	\$7,800.00	\$ -753.60	90.34 %
NET INCOME	\$7,046.40	\$7,800.00	\$ -753.60	90.34 %





## MILANOF-SCHOCK LIBRARY

1184 Anderson Ferry Road, Mount Joy, PA 17552

Tel: 717.653.1510 Fax: 717.653.4030

[www.mslibrary.org](http://www.mslibrary.org)

Milanof-Schock Library is a community resource that enriches lives through, education, information, exploration, and socialization.

Serving East Donegal Township, Marietta Boro, Mount Joy Boro, Mount Joy Township & Rapho Township

**February 2024** - Compiled by Joseph McIlhenney, Executive Director  
Contributors: Susan Craine, Jan Betty, Stephanie Funk & Kirstin Rhoads

January 1-31, 2024 Statistics	2024	2023	2022	2021	2020
TOTAL CIRCULATION	14,721	14,348	12,332	13,967	14,357
YTD CIRCULATION	^	^	^	^	^
OVERDRIVE & E-formats	0	0	0	0	0
NEW PATRONS	77	82	55	49	65
YTD NEW PATRONS	^	^	^	^	^
PATRON COUNT	5,583	5,096	4,230	3,313	6,032
YTD PATRON COUNT	^	^	^	^	^
PASSPORTS	140	189	69	81	110
YTD PASSPORTS	^	^	^	^	^
WIFI USERS	501	-	-	286	412
PC USERS	281	278	227	275	458

Hoopla!	Jan'24	Dec'23	Nov'23	Oct'23	Sep'23	Aug'23	Jul'23
Number of Hoopla items used	441	411	390	372	357	365	311

ITEMS SOLD IN LOBBY	\$965.50
YTD TOTAL \$	\$965.50
TOTAL \$ ADDED DONATIONS	\$68.00
TOTAL \$ DONATIONS as PRIZES	\$0
TOTAL	\$1,033.50

### Executive Summary

- MSL was closed Jan 1 for **New Year's Day**, Jan 15 for **Martin Luther King Day** and Jan 16<sup>th</sup> for snow
- MSL hosted the **Donegal Student Art Show** on Jan 27. Food Truck from **Dutch Country Hand Rolled Soft Pretzels** was on hand. Over 300 people attended.



### **PROGRAMMING / CLUBS / PROCTORS NUMBERS**

ADULT Programs	Programs	Participants	Programs YTD	Participants YTD
In-Library Programs	1	16	<	<
Club Meetings/Participants	8	74	<	<

YOUTH Programs	Programs	Participants	Programs YTD	Participants YTD
In-Library Programs	20	583	<	<
Virtual Videos	0	0	<	<
Off-Site Programs	13	572	<	<

Volunteer	Month Total	2022 YTD Totals		
Volunteer Hours	95.25	<		

#### **Joseph**

- Had the worst cold of my life Jan 8 to 15<sup>th</sup> or 16<sup>th</sup>. Spent the rest of month catching up!
- **Part-time Custodian, Tim Coover**, started at MSL Jan 8. He's working out great!
- Met with **Hershey Heating and Air** for training on HVAC system, Jan 24
- Met with **Policy Committee** regarding Collection Development Policy on Jan 30
- Lark Eshleman introduced Stephanie and I to **Martha Harris from St Luke Episcopal Church** Jan 31

#### **Community/Service Point (Susan)**

- Weeded and shifted adult fiction.
- Created collection lists for Joseph
- "Passport Room" cleaned out. Storage soon to be added.

#### **Youth Services (Jan)**

- Attended the Zoom YES (Youth Educational Services) meeting with many of the other Youth Services leaders of other Lancaster libraries.
- Have had some of the new homeschool families who began coming for the **Fall Spanish classes** continue to attend the other homeschool activities.
- The **Winter Reading Bingo** kicked off its 4th year on January 8. 96 (Ages 0-4), 206 (Ages 5-11), 41 (Ages 12-19) bingo sheets had gone out by the end of January.
- Headed to Etown HS to teach one of the FACS (Family and Consumer Sciences) classes about "circle" stories (Like "If You Give a Mouse a Cookie") so they could write their own stories.
- Did my first **Wee Build, Free Build Monday** on a day when there was no school.
- I'm stunned and amazed that my **Adventures with Baby program** had 14 attend this month!
- Had 11 for **Chill and Draw with Hanna**, a program for teens that is slowly growing (We started with 4). We also resumed **Dungeons & Dragons** with a full slate of 7 teens.
- Had over **350 attendees for the month** including one Wednesday when 68 popped in for the fun!
- Had 1 sign up and 1 finish the **1000 books before Kindergarten** program.

#### **Public Relations/Promotions (Kirstin)**

- **CONSTANT CONTACT:**
  - February Enews: sent to 3876 contacts (98 new); 1592 opens (44%), 45 clicks (1.3%)
  - January Welcome Email: sent to 51 new patrons; 70.2% opened
- **SOCIAL MEDIA:**
  - Facebook – Total Page Followers 2,652 (32 new); 11.5K reached; Created 3 Events.
  - Instagram – 1,134 followers (6 new); 764 reached
  - Created/posted Promos for special programs
  - Post at least once a day on both platforms

- 3 PRESS RELEASES - Distributed via news media, municipalities, and Chamber of Commerce.
- WEBSITE
  - 1,934 users; 4,212 total sessions
  - Highest view counts: 422 views of Passports (last month was 194!), 173 views Children & Family Programs
- GOOGLE
  - 1,029 website clicks made from our Business Profile
  - 325 calls made from our Business Profile
  - 2,014 Business Profile Interactions
  - Edited our hours for the year to include closings.
- PANGO
  - Sold 3 books in January.
- FOOD TRUCKS
  - Sent out emails to previous Food Trucks to build our 2024 schedule
- MISC
  - Continued the emptying of the book donation shed 5 days a week and gathering books for sale in lobby, which made over \$965 in January.
  - Added more photos to our Google page.
  - Updated February print calendar and calendar for Lobby/kids area

#### **Volunteers/Programming/Fundraising (Stephanie)**

- **Annual Patron Appeal 2024**
  - Continuing to work through the quote and determining whether we will bring stuffing in house or continue to contract that out.
- **Legacy Bricks**
  - Two more bricks sold in January.
  - Next installation will be in the spring.
  - Currently have 141 bricks sold with 392 available.
- **Business Sponsorship mailing**
  - We received a \$250 sponsorship from Nolt Electric for the Student Art Show.
  - We received a \$100 sponsorship from Keystone Lawn Company for one month Food Truck Thursday sponsorship in the summer.
- **Volunteers**
  - Total hours in December: 95.25
  - One new shelving volunteer began in January.
  - Several additional applications were received and are in the interview process. One new volunteer will begin shelving after her clearances are received.
- **Student Art Show**
  - This year was the **biggest year to date for the Donegal Student Art Show**. We displayed 89 pieces of art and over 300 people visited the library to see the art show.
  - **Nolt Electric** sponsored the show, and **Premier Linen Company** provided the table coverings at no cost.
  - An article in the Merchandiser promoted the event and WGAL aired a story with footage from the event that evening.
  - Artists and teachers are looking forward to next year's event, and we are discussing possible expansion to include senior showcases and music offerings.
- **Community Partnerships**
  - Lark Eshleman introduced us to Martha Harris. Martha is the priest at Saint Luke Episcopal Church in Mount Joy and is excited about partnership between the two organizations.