

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY**

August 2, 2023

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY was held on Wednesday, August 2, 2023, at 7:00 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, J. Marc Hershey, Benjamin Bruckhart, Rodney May, Jeffrey Hudson, and Roger Snyder were present. Justin Risser was absent. Also present was David Jones, Authority Solicitor.

Ms. Dupler opened the meeting for public comment.

Bob Enck, Board member of Northwest EMS, thanked Ms. Dupler and John Yoder, West Donegal Township Manager, for their presentation to the Rotary Club of Elizabethtown. He thought they provided clarity on the role of MESA.

The Board unanimously approved the minutes for the July 19, 2023 meeting of the Board by a motion made by Mr. Snyder and seconded by Mr. May.

West Donegal Township Manager John Yoder, representing the Revenue Fee Model Committee, provided an update to the fee calculation without participation by Penn Township. The revised calculation removes the call volume generated by Penn Township and reduces the overall cost needed to serve the remaining participating municipalities and the closure of the Manheim Station.

A motion was made by Mr. Hershey, and seconded by Mr. Snyder, to approve the following revised fee structure as presented, based on the withdrawal of Penn Township from MESA.

MESA Fee Model - Consolidated Municipalities Data Sheet

Opt-A (Less Penn Twp)

| Occupancy Classifications | Units | Fee/Unit | |
|--|--------|----------|-----------------------|
| Residential Occupancies | | | \$1,863,875.00 |
| Standard Dwelling Units (Single, Duplex, Towns, Apts, ILU) | 20,247 | \$85.00 | \$1,720,995.00 |
| Assisted Living Facilities (Number of Residents) | 304 | \$470.00 | \$142,880.00 |
| Commercial/Business | | | \$257,240.00 |
| Number people employed within Municipality (FTE equivalent) | 25,724 | \$10.00 | \$257,240.00 |
| Institutional/Educational | | | \$130,865.00 |
| Group I (number of acute care nursing beds) | 347 | \$295.00 | \$102,365.00 |
| Educational (post secondary - resident students & employees) | 1,900 | \$15.00 | \$28,500.00 |
| Public Assembly | | | \$9,950.00 |
| Event Venue (Units = Occupancy) | 1,990 | \$5.00 | \$9,950.00 |
| Special Municipal & Other | | | \$117,406.50 |
| Miles of Roadway (motor vehicle incident) | 404.85 | \$290.00 | \$117,406.50 |
| Total Fee Generated by Member Municipal Units | | | \$2,379,336.50 |

Mr. Jones updated the Board regarding discussions with York Adams Tax Bureau. It was discussed that should a non-local entity be selected for billing services, payments should be mailed to a local address.

Scott Kingsboro, Implementation Manager, reported that the establishment of a 457 Plan and the Medicare information are moving forward.

Mr. Jason Kirsch reported on MESA communication efforts. He stated that the content for the public hearing is being prepared. Work continues finalizing a host for the MESA website. Potential uniform patch designs are being considered by Northwest EMS staff and should be ready for presentation to the Board.

It was suggested that the next issue of the internal newsletter address the closing of the Manheim Station as a result of Penn Township withdrawing from MESA.

The Board received a resolution adopted by the Penn Township Board of Supervisors providing formal notice of the Township's withdrawal from MESA.

On a motion of Mr. Hershey, seconded by Mr. Synder, the Board unanimously approved adoption of Resolution 2023-2 consenting to the withdrawal of Penn Township from MESA.

The Board discussed the ability of MESA to provide coverage to Elizabeth Township. It was indicated that service can be provided 24/7 from the Brickerville Station, as is done currently. The public hearing, along with the fee calculation, will proceed with the continued inclusion of Elizabeth Township.

Mr. Hershey indicated that Cooper Printing, Inc. has provided two estimates for the printing of the required public hearing notice to be sent to all property owners and businesses.

On a motion of Mr. Hershey, seconded by Mr. Snyder, the Board unanimously approved authorizing Cooper Printing, Inc. to proceed with the printing and mail preparation of 29,000 full-color trifold mailers for \$4,844.03. It was noted that the cost of postage would be in addition to the cost of mailer printing.

On a motion of Mr. Snyder, seconded by Mr. Hudson, the Board unanimously approved the payment of bills totaling \$5,817.34 presented for payment.

The next regular meeting of the Board is scheduled to be held on Wednesday, August 16, 2023, beginning at 7:00 P.M.

A motion was made by Mr. Snyder and seconded by Mr. Hudson, to adjourn the meeting at 8:45 P.M. All members present voted in favor of the motion.

Respectfully submitted,

Jeffrey L. Butler, Secretary