

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY**
July 23rd, 2025

A public meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, July 23rd, 2025, 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, Roger Snyder, Justin Risser, Kenton Sweigart, Jeffrey Hudson, Jeffrey McCloud were present. Dave Jones, Saxton & Stump, was absent.

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

The Board unanimously approved items A thru D on the consent calendar on a motion by Mr. Snyder, seconded by Mr. Hudson. All members present voted in favor of the motion.

- a) Approval and ratification of the minutes of the June 25, 2025 meeting.
- b) Accept and ratify the financial reports for the period of June 2025, subject to audit.
- c) Approve and ratify the payment of all bills & payroll via Bill List 2025-07 in the amount of \$350,225.98.
- d) Public Relations Report.

Authority Manager Wade Amick provided a verbal report to the Board. Mr. Amick noted the following items:

- 1) A Practice Committee has been formed for staff representation and involvement to review, make suggestions and improve workplace practices. The committee is currently in the process of investigating new EMS provider bags, and re-organizing provider supplies for efficiency.
- 2) All new hires have completed orientation and are acting independently. One current EMT will be advancing to paramedic, and 4 EMT's are advancing to AEMT by the end of August.
- 3) Effective August 1st external contracted cleaning services will end at the Elizabethtown Station. Maytown and Norlanco have previously ended their contracts. This decision was made after fiscal review, and to use the opportunity to strengthen the employee's shared ownership of the workplace.
- 4) On July 19th ambulance 86-2 was involved in a minor accident on highway route 30. No injuries and minor damage reported.
- 5) MESA continues to operate smoothly, receiving positive feedback from both the community and other organizations. No current concerns, and employee morale remains high contributing to a positive and productive workplace.

The Board was provided copies of the Assistant Authority Manager report prepared by Marc Hershey. The report noted the following:

- 1) Marc Hershey, Jeff Mumma and John Halbleib visited ambulance manufacturer Medix, located in Indiana, on July 15 - 16th. Plans are to present a recommendation to the Board in August or September. Manufacturer Medix constructs the box and interior cabinets with aluminum, meaning nothing interior will twist or distort. An added benefit is the frame can be rechassis in the future. Horton is comparable, but at a greater cost. Medix provided a good offer and price point; while also offering financing, leasing and grant options.

A committee of providers has been formed to review, design and provide feedback on an interior layout that works best for both providers and the patient. A completed design will be replicated on an annual basis when ordering, to ensure that MESA offers consistent ambulances across the fleet of 10 once a full replacement is completed over the next 8-10 years.

- 2) Erosion and sink holes were discovered around three stormwater basins at the Elizabethtown Station. Jay Williams will be completing the project by back-filling, repair and re-paving at the cost of \$5,400.

- 3) The 2026 Budget is being drafted. The first draft will be presented at the August meeting.

No report provided from Saxton and Stump

No Penn Medicine report was provided

Old Business

Insurance Billing RFP Update: Four vendors were invited to continue into the second round of interviews. The meetings were held the week of June 23 & 30th. Meetings are currently on-going with other EMS agencies for feedback on their experiences with these vendors. Our current vendor billing rate is high at 7.25%, and their process has been inconsistent causing challenges. The hope is to have a recommendation to the Board for a new vendor by September; with implementation and transition in the 4th quarter, to use the new billing services effective January 1, 2026.

2025 Parcel Billing: The 2025 parcel billing and collection process has been going well. The total received is \$1,447,811; which is about 90% of the Diversified Parcel billings for 2025. As a comparison, MESA collected \$1,416,348 by July 31st, 2024. At a macro level, we are doing well and are on track (\$1,430,415 as of August 31, 2024). Including Masonic Village, \$1,696,696 has been collected, vs. the budget amount of \$1,741,165 which is about 97%. The 2025 second round of final / late notices were mailed to all accounts on June 27th, with plans to move any unpaid accounts to collections in August /September. The mention to consider enacting lien's will be discussed at the next meeting.

2025 FTE Billing: Businesses with more than 3 employees and \$150,000 or more in payroll, were mailed a self-reporting letter and form on April 8th, with a due date of June 15, 2025. To date, \$83,605 has been collected, while \$93,000 was budgeted for 2025.

New Business:

On a motion made by Mr. Snyder, seconded by Mr. McCloud, the Board unanimously approved Resolution 2025-01 – Formal Record of Action 457(b) Plan with Lincoln Financial; and Resolution 2025-02 – Formal Record of Action 457(b) Plan Trustee Appointment as Marc Hershey. The move to use local broker DDMP Advisors has been positive, with advisors meeting with staff to enroll, make changes and answer questions on the plan and general retirement.

Deb Dupler suggested mailing a letter to neighboring municipalities for their review of MESA's cover call numbers, and for the acknowledgement of the number of calls MESA has taken for those municipalities. Deb Dupler will work with Marc Hershey to draft and mail.

Deb Dupler and Marc Hershey have been in discussions with municipalities from Delaware County to discuss the closure of the local facility and their future and current ambulance services.

The Board is scheduled to meet Wednesday, August 27, 2025 beginning at 6:00PM.

A motion was made by Mr. Snyder, seconded by Mr. Hudson to adjourn the meeting at 6:54 PM. All members present voted in favor of the motion.

Respectfully Submitted,

Becky Houser
Recording Secretary