

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY**
September 24th, 2025

A public meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, September 24th, 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, Jeffrey Hudson, Jeffrey McCloud were present. Kenton Sweigart was absent. Dave Jones, Saxton & Stump, was also present. MESA staff present: Wade Amick, Marc Hershey, Becky Houser.

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

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

- a) Approval and ratification of the minutes of the August 27, 2025 meeting.
- b) Accept and ratify the financial reports for the period of August 2025, subject to audit.
- c) Approve and ratify the payment of all bills & payroll via Bill List 2025-09 in the amount of \$322,743.29.
- d) August Activity Report.
- e) Public Relations Report.

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

- 1) Staff openings continue. Interviews are on-going for both Full-Time and Part-Time staff. Current openings include 3 ALS and 2 BLS positions. All trucks continue to remain fully operational and MESA continues to maintain our excellent record of covering our area calls while also covering neighbor municipalities.
- 2) MESA will be participating in Maytown Community Day on Sunday, October 5th being held at Lloyd H. Fuhrman Memorial Park. Final preparations are underway.
- 3) Both JV and Varsity Football game standbys for both Donegal and Elizabethtown School Districts are ongoing. No incidents thus far.
- 4) The Elizabethtown Fair was held August 18th through August 23rd. The event was conducted smoothly with no reported issues or disruptions.

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

- 1) The FEMA grant application has received conditional approval with hope to receive the final award letter by the end of September. This grant will provide helmets, coats, gloves and other necessary PPE and safety equipment for staff when operating on scene of vehicle accidents. The total grant project is \$38,615 with \$35,105 funded by this grant.
- 2) MESA participated in a FAA drill at Harrisburg International Airport on Saturday, September 20th. Four MESA staff members, and two MESA ambulances, along with other emergency responders were present to administer triage and care in a simulated plane crash. The participants achieved 100% compliance on triage, and 96% compliance on transport which exceeded the goal of 90%. This also allowed participants to try the new electronic triage system.
- 3) The annual PEMA 2025-2026 State Fire / EMS Grant for \$15,000 was submitted to offset the cost of the MedVaults and a RealTi training simulator. This simulator mimics a cardiac monitor showing vitals and rhythms.

No report provided from Saxton and Stump

No Penn Medicine report was provided

Old Business

2025 Parcel Billing: The 2025 parcel billing and collection process has been going well. The total received is \$1,477,342; which is about 92% of the Diversified Parcel billings for 2025. As a comparison, MESA collected \$1,458,008 by September 30th, 2024. Including Masonic Village, \$1,726,227 has been collected, vs. the budget amount of \$1,741,165 which is about 99% and coming in on budget. The second “final” mailing was sent the week of September 8th. An uptick of payments has been received as a result of the mailing.

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. Reminders were sent in July. To date, \$88,585 has been collected, which is about (95%), while \$93,000 was budgeted for 2025.

The second draft of the 2026 Budget was presented with a fee increase recommendation of \$2.00 or 2.4% per SDU. This is slightly below the current CPI-U index of 2.65%. Other classifications (except business FTE) would also increase by 2.4%. The final draft will be presented in October, following the public inspection period and hoping to adopt at the November meeting. The operating fund draft is pending on the 2026 rates for employee health and Workers Compensation insurance. Resolution (2025-03) is on the agenda to further define the CPI-U 12-month average index as was discussed at the August meeting.

On a motion made by Mr. Snyder, seconded by Mr. Risser, the Board unanimously approved a 5-year contract at a 4.75% commission rate with Insurance Billing Vendor DIGITECH located in Chappaqua, NY. The plan is to go live January 1, 2026. After starting with a total of 10 proposals, the list was reduced to 4 potential vendors. Several virtual meetings, phone calls and reference

checks were completed. DIGITECH offers a commission rate of \$4.75% vs. our current rate of 7.25% with Cornerstone. Cornerstone responded to the proposal with an offer of 6.95%. Annualized, this will save approximately \$75,000 per year in fees.

On a motion made by Mr. Hudson, seconded by Mr. McCloud, the Board unanimously approved the purchase agreement with FESCO Emergency Sales to purchase a new Medix Ford F550 ambulance at the cost of \$334,821.00, with an estimated delivery of Spring 2026., along with an estimate of \$25,000 - \$35,000 of residual value on the ambulance to be sold.

New Business:

On a motion made by Mr. Snyder, seconded by Mr. Risser, the Board unanimously approved to move forward with the Personnel Memo dated September 24th, 2025 and the 3-month offer of severance. The Administrative Restructuring involves eliminating 3 positions and reducing the hours of another position.

On a motion made by Mr. Snyder, seconded by Mr. Hudson, the Board unanimously approved Resolution 2025-03: CPI-U Index for Fee Schedule defining the 12-month period.

The MESA 2026 Benefit Schedule is being reviewed. The Health Plan is being reviewed for possible plan design changes as renewal rates are coming in.

On a motion made by Mr. McCloud, seconded by Mr. Hudson, the Board unanimously agreed to cancel the Wednesday, October 8th Board meeting.

Manheim Township is looking for a provider to staff ambulance services. An RFP was received and reviewed. MESA's ability to geographically and operationally accommodate this proposal is limited.

Deb Dupler announced that an executive session was held after the August 27th meeting to discuss a personnel matter.

After the September 24th meeting was adjourned, an executive session was held to discuss a real-estate matter.

The Board is scheduled to meet on Wednesday, October 22nd, 2025 beginning at 6:00PM.

A motion was made by Mr. Snyder, seconded by Mr. McCloud to adjourn the meeting at 7:10 PM. All members present voted in favor of the motion.

Respectfully Submitted,

Becky Houser
Recording Secretary