

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

January 28, 2026

A public meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, January 28, 2026, at 6:00 PM in the Elizabethtown Borough Council Chambers, 600 South Hanover Street, Elizabethtown, Pennsylvania, 17022.

The meeting was called to order by Debra Dupler.

Roll Call: Debra Dupler, Kenton Sweigart, Jeffrey McCloud, John Yoder, Carrie Chapman and Jeffrey Hudson were present. Dave Jones, Saxton & Stump, was also present. MESA staff present: Wade Amick, Marc Hershey, Becky Houser. Public attendees: Dale Ressler and Kathryn Silcox, Saxton & Stump.

Nominations and Election of Board Officers for Calendar Year 2026-2027:

- Deb Dupler was elected Board Chairperson by a unanimous vote following nomination by Jeffrey McCloud, seconded by Jeffrey Hudson.
- John Yoder was elected Board Vice Chairperson by a unanimous a vote following nomination by Carrie Chapman, seconded by Jeffrey Hudson.
- Kenton Sweigart was elected Board Treasurer by a unanimous vote following nomination by John Yoder, seconded by Jeffrey Hudson.
- Jeffrey Hudson was elected Board Assistant Treasurer by a unanimous vote following nomination by John Yoder, seconded by Jeffrey McCloud.
- Jeffrey McCloud was elected Board Secretary by a unanimous vote following nomination by John Yoder, seconded by Kenton Sweigart.
- Carrie Chapman was elected Board Assistant Secretary by a unanimous vote following nomination by Jeffrey McCloud, seconded by John Yoder.

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

On a motion made by Jeffrey Hudson, seconded by Kenton Sweigart, The Board unanimously approved MESA Management staff and Consultant Appointments items A thru N. Deb Dupler abstained from item I:

- a. Wade Amick – Authority Manager & Assistant Open Records Officer
- b. J. Marc Hershey – Assistant Authority Manager and Open Records Officer
- c. Becky Houser – Human Resources Manager & Recording Secretary
- d. Dr. Brendan A. Mulcahy – Medical Director
- e. Saxton & Stump – Solicitor
- f. Page, Wolfberg & Wirth LLC - Solicitor
- g. White, Rudy LLC – Auditor
- h. PR Works – Public Relations
- i. Harbor Engineering – Engineers
- j. Digitech Computer LLC – Insurance Billing
- k. Diversified Technology – Parcel Billing

- l. Ephrata National Bank – Depository of Funds
- m. Fulton Bank – Depository of Funds
- n. PLGIT – Depository of Funds

On a motion made by Mr. Sweigart, and seconded by Mr. Hudson the Board unanimously approved to appoint Board Member John Yoder as MESA Representative to the NWEMS Foundation Board.

The Board unanimously approved items A thru E on the consent calendar on a motion made by Mr. McCloud, seconded by Mr. Yoder.

- a. Approval and ratification of the minutes of the December 17, 2025 meeting.
- b. Accept and ratify the financial reports for the period of December 2025, subject to audit.
- c. Approve and ratify the payment of all bills & payroll via Bill List 2026-01 in the amount of \$436,170.57 (Operating) and \$8,214.66 (Capital).
- d. Public Relations Report.
- e. Call Reports.

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

1. Education is active with 4 classes in session. The 3 classes led and instructed by MESA staff are the AEMT hybrid, EMT hybrid and the High School EMT in-person course; in addition, 1 EMS Instructor Course is being led and instructed by Penn Medicine Lancaster General Health (LGH).
2. The new hybrid Advanced Emergency Medical Technician (AEMT) course began with a total of 12 students enrolled, with 4 being MESA employees, while the current AEMT course is going well and on track to graduate 8 students. The new hybrid Emergency Medical Technical (EMT) class has started with 5 students enrolled; and the High School partnership EMT course has begun with 10 students enrolled, consisting of 9 from Elizabethtown School District, and 1 from Mount Calvary Christian School. No students from Donegal School District are participating this year due to low interest and enrollment in the program.
3. MESA is co-hosting the EMS Instructor course in partnership with LGH. A total of 10 students enrolled with 4 being MESA employees.
4. MESA is collaborating with Elizabethtown College to launch an in-person EMT class scheduled to begin the Fall 2026 semester.
5. All current MESA positions are fully staffed, ensuring MESA's operational readiness.
6. The Marietta call box has been successfully changed, making MESA the primary responder for all calls. Work continues with the adjacent East Donegal Township call box to complete a similar alignment.
7. A medication warmer has been implemented for the Norlanco ambulance, to ensure that proper medication storage temperatures are maintained while the truck is housed outside.
8. Wade delivered a presentation to the Masonic Village Shriners' January breakfast meeting. After the presentation, members spoke of their positive support for MESA services. Some members spoke of personal experiences for themselves or others, praising how MESA's exceptional care and compassion were provided and received through service.

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

1. The lobby and office renovations of the Elizabethtown Station have been delayed with hope of construction beginning late February or early March.
2. The transition to move to Insurance Billing vendor DIGITECH occurred on January 1<sup>st</sup>. The transition is going well with January trip billing already underway. An extension with Cornerstone to continue managing prior claims for an additional 90 days (through June 30<sup>th</sup>) has been negotiated at no additional cost.
3. The new Tahoe, used as the supervisor vehicle, is scheduled to go to B. Moyer in Palmyra for upfitting (installation of lights, equipment, radios) at the beginning of February with the anticipation to use in service in early March.
4. An employee lunch of Luongo Barbecue will be provided to crews on February 3 and 4 to celebrate the 2<sup>nd</sup> anniversary of MESA, and to show our appreciation of the hard work and dedication crews demonstrate daily.
5. A review of the 2025 call reports showed that other agencies only covered MESA 59 times, while MESA supported neighboring agencies 656 times from January 1<sup>st</sup> through December 31<sup>st</sup>, 2025 demonstrating MESA's dedicated commitment to the community.
6. Reminder to all Board Members to submit their 2025 Statement of Financial Interest form by March 1<sup>st</sup>.
7. Board members were asked their preference to receive meeting documents electronically or in printed form. All preferred electronically except for Mr. Sweigart and Mr. Hudson who preferred paper.

Authority Solicitor, Dave Jones, Saxton & Stump provided that no response has been received from neighboring municipalities regarding the letter mailed.

No Penn Medicine Report provided.

#### Old Business:

2025 Parcel Billing: The 2025 parcel billing is closing. The total received is \$1,508,129, which is about 94.4% of the Diversified Parcel billings for 2025. As a comparison, MESA collected \$1,490,850 as of January 31, 2025. Including Masonic Village, \$1,757,014 has been collected, vs. the budget amount of \$1,741,165 which is about 101% of budget. Of the outstanding \$224,383 balance, 43% is from the 2024 bills and 57% is for 2025; representing 1168 accounts / parcels. In addition, \$3,553 has been paid on properties that have received a Lien.

2026 Parcel Billing: The 2026 parcel bills will be mailed this week, with April 10th as the due date. All parcel ownership information was updated based on the information available as of January 2nd. New residential parcels are continually added as occupancy permits are issued by the municipalities with both Mount Joy and West Donegal Townships most impacted. The 2026 mailer was revised showing MESA Elizabethtown address as the return address, and the printed notation of "Bill Enclosed" on the front of the envelope avoiding any confusion of contents.

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 8<sup>th</sup>, with an original due date of June 15, 2025. To date, \$90,995 has been collected, which is about (98%), while \$93,000 was budgeted for 2025.

2026 FTE Billing: FTE billing information will be compiled late February or early March after the Lancaster County Tax Collection Bureau collects all the final 2025 employer reports.

Building Project (Cloverleaf): Two meetings with the NWEMS Foundation Board were held on December 18<sup>th</sup> and January 20<sup>th</sup>, to review the project and discuss Foundation involvement. Initial planning indicates the building width to accommodate a maximum of 3 vehicle bays. Action item being proposed to approve payment of a sewer escrow deposit. March 23<sup>rd</sup> Mount Joy Township Planning Commission meeting will include a discussion with Hawthorne on keeping the 3 bays out of the PPL easement along with briefing county planning the zoning board.

Action item: On a motion made by Mr. Yoder, seconded by Mr. Hudson, the Board unanimously approved to move forward with the \$2,000 sewer escrow deposit when requested.

New Business:

On a motion made by Mr. Yoder, seconded by Mr. McCloud, the Board unanimously approved listing the 2000 GMC Truck and snowplow as package for sale on Municibid for a value of \$3,000-\$4,000.

Board Comments:

Authority Solicitor Dave Jones, Saxton & Stump, introduced colleague Kathryn "Kathy" Silcox noting Kathy is senior counsel in the Saxton & Stump Municipal and Real Estate groups. Dave spoke on Kathy's experience as elected magisterial district judge for both Hampden and Silver Spring Townships, presiding over criminal, civil, traffic and summary matters.

An executive session was held with Authority Solicitor, Dave Jones, after the meeting to discuss a legal matter.

Deb Dupler welcomed new Board members John Yoder, West Donegal and Carrie Chapman, Conoy Township to the Board.

The Board is scheduled to meet on Wednesday, February 25, 2026 beginning at 6:00P.M.

A motion was made by Mr. Yoder, seconded by Mr. McCloud to adjourn the meeting at 6:59 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

Becky Houser  
Recording Secretary