

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY**
February 25, 2026

A public meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, February 25th 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, Jeffrey McCloud, John Yoder, Carrie Chapman and Jeffrey Hudson were present; Kenton Sweigart was absent. Dave Jones, Saxton & Stump, was also absent. MESA staff present: Wade Amick, Marc Hershey, Becky Houser. Public attendees: Matt Rodriguez.

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 made by Mr. Yoder, seconded by Mr. McCloud.

- a. Approval and ratification of the minutes of the January 28, 2026 meeting.
- b. Accept and ratify the financial reports for the period of January 2026, subject to audit.
- c. Approve and ratify the payment of all bills & payroll via Bill List 2026-02 in the amount of \$630,052.90 (Operating) and \$21,633.87 (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. Three MESA employees have completed the "Train-the-Trainer" EVOC series (Emergency Vehicle Operations Course); earning their certifications allowing them to act as EVOC trainers. This accomplishment allows MESA to offer EVOC training both internally and externally.
2. The current Advanced Emergency Medical Technician (AEMT) course is closing, with several MESA EMT employees testing and earning the AEMT certification. The process has been rewarding as MESA employees continue to grow professionally in their field.
3. Overall staffing levels are strong and staff are performing well.
4. A full update of MESA Safety Procedure Manuals is currently underway. Manuals under review are Infection Control, Exposure Control and Hazard Communication Plans. As part of the update Wade received the Designated Infection Control Officer (DICO) certification, making him the main point of contact for any employee exposures and preventing exposures.
5. Planning and preparation are underway for a second employee engagement and satisfaction survey. Any ideas from the Board are welcomed.

6. MESA Employees are required to attend an in-house Annual Review session conducted by the MESA Medical Director. This review ensures both compliance and verifies ongoing clinical proficiency. Beginning 2026, Penn Medicine LGH will manage Annual Review Instruction on MESA's behalf. Employees will be required to attend one of five scheduled sessions throughout the year. The sessions will be hosted at MESA, coordinated by both Dr. Mulcahy and Dr. McCardell, and will be open to other EMS Agencies.

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 Elizabethtown Station will begin mid-April, once the volume of visitors paying their MESA bill slows down.
2. The transition to move to Insurance Billing vendor DIGITECH occurred on January 1st, with the process of learning the new Billing and Receiving platform going smoothly.
3. The new Tahoe, used as the supervisor vehicle, is at B. Moyer in Palmyra for upfitting (installation of lights, equipment, radios) with the expectation to use in service by April.
4. The Ambulance ordered in 2025 is scheduled for completion by mid-June. Due to lead time, a new Ambulance proposal will be presented within the upcoming months to secure an order spot for Spring 2027.
5. Reminder to all Board members to submit their completed 2025 Statement of Financial interest by March 1st.

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

No Penn Medicine Report provided.

Old Business:

2026 Parcel Billing: The 2026 parcel bills arrived in mailboxes around February 7th showing an influx of phone calls and visitors to the MESA office. As of February 20th, the total received is \$453,741, which is about 37% of the Diversified Parcel billings for 2026. As a comparison, MESA collected \$461,148 as of February 20, 2025. Moving forward as expected, \$590,000 should be collected by the end of February. Including Masonic Village, \$684,434 has been collected, vs. the budget amount of \$1,800,323 which is about 38% of budget. In addition, \$48,501 has been collected from properties that received a lien; with some having late fees negotiated making the open lien balance \$2,244. Featherton Crossing has paid for the years 2024, 2025 and 2026.

2026 Business FTE Billing: Employer data was recently received, with the anticipation to mail self-reporting forms to businesses mid / late March. East Donegal township has volunteered to assist with the envelope stuffing and postage. Businesses with more than 3 employees or \$150,000 or more in payroll will receive a self-reporting letter and form.

Building Project (Cloverleaf): Land Development plans have been submitted to Mount Joy Township, Lancaster County Planning Commission, Lancaster County Conservation District, ERSA and PPL. The plan is scheduled as an agenda item on the Mt. Joy Township Planning Commission

agenda for March 23rd. Mr. Yoder provided a building draft plan. Marc Hershey suggested adding a half-bath restroom to the second-floor training area.

Action item: On a motion made by Mr. McCloud, seconded by Ms. Chapman, the Board unanimously approved to continue to pursue the KPN estimate to keep the project moving. Mr. Yoder abstained from the vote.

On a motion made by Mr. Hudson, seconded by Mr. Yoder, the Board unanimously approved to accept the highest bid of \$5,700 for the 2000 GMC Truck and snowplow package. The truck and plow were listed on both Municibid and in LNP in early February. A total of 62 bids were received.

On a motion made by Mr. Yoder, seconded by Mr. Hudson, the Board unanimously approved to authorize Marc Hershey to move the title and documents for the sale of the 2000 GMC Truck and Plow.

New Business:

On a motion made by Mr. McCloud, seconded by Ms. Chapman, the Board unanimously approved Certificate of Incumbency. This document identifies the new MESA Board members and their positions.

A roof leak has been discovered at the East end of the Elizabethtown Station. A combination of loose shingles and bad installation is the cause. Joyland Roofing provided an estimate of \$6,800 for roof repair and the replacement of plywood. Other estimates are incoming. Reviewing options to patch the current area, install a complete roof replacement, or splitting a full replacement into two separate installations.

Board Comments:

The Board is scheduled to meet on Wednesday, March 25, 2026, beginning at 6:00PM at the Elizabethtown Borough Office.

The Mount Joy Township Planning Commission meeting is scheduled for Monday, March 23rd at 7:00PM at the Mt Joy Township Office, Elizabethtown PA.

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

Respectfully Submitted,

Becky Houser
Recording Secretary