



MOUNT JOY TOWNSHIP

• Lancaster County, Pennsylvania •

8853 Elizabethtown Road, Elizabethtown, PA 17022
717.367.8917 • 717.367.9208 fax
www.mtjoytwp.org

Township Manager Monthly Report October/November 2021

Road Improvement Program

- Mill Road bridge replacement – existing structure being removed now

Fiscal

- Assisted Sherri with 2022 budget preparation and accounting transition
- Completed Liquid Fuels funding audit with PA Auditor General's Office

Misc.

- Met with EASD & municipalities to coordinate for winter weather season on 10/25
- Attended Lancaster Clean Water Partners meeting on 11/3



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PUBLIC WORKS DEPARTMENT NOVEMBER 2021

COMPLETED:

- Repair pipe on Mount Pleasant Rd
- Met with EASD transportation leaders, Superintendent of Schools, Durham General Manager and Router, and Township/Borough Managers, Roadmasters/Public Works Directors for yearly pre winter logistics
- Pre construction meeting for Harvest/Cold Spring project
- Sign inventory and cleaned and organized sign shop
- Received and stockpiled 200 tons of road salt
- Hauled and stockpiled 2A for Trail Rd N widening
- Removed an unneeded crossover pipe on Trail N.
- Removed an unneeded crossover pipe on Harvest
- Mill high spot on Church Rd from micro surfacing that created water to pond on roadway
- Paved an alley for Elizabethtown Borough
- Loaded hired trucks with millings (we received from Elizabethtown Borough), that were used in the reclamation process of Harvest and Cold Spring
- Started hauling stockpiled fill from shop to landfill
- Cleaned up the area behind old shop
- Repaired or replaced many signs from traffic damage
- Cut up some downed trees from storms and some dangerous trees hanging over trails in Cove Park
- Harvest/Cold Spring reclamation project has begun

TO DO:

- Snow fence
- Go over all plows and salters for winter season
- Trail Rd N.?

Respectfully,

Ken Ebersole
Roadmaster



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November 3, 2021

To: Mt. Joy Township Board of Supervisors
From: Daniel Ford- Code Compliance Official / Assistant Zoning Officer
Re: Monthly Report for October 2021

Dear Board Members:

16 rental properties were inspected in October

Complaints and concerns:

- Cited tenant at 78 Parkview drive for uninspected vehicle after three letters.
- Letter to 1847 Harrisburg Pike in reference to doing work without a permit. (complaint)
- Sent invoices for 2022 rental licenses
- Letter to 427 Orchard Rd about four dismantled vehicles and a car motor in the driveway
- On-going issues with 1795 Campus Rd related to uninspected vehicles and trash in the driveway. Already cited twice but has not responded to the citations. (complaints)
- Removed glass from the street on Ridge Rd. Unknown cause.
- Produced and issued 153 rental licenses for 2022.

Completed final zoning inspections for building permits.

MOUNT JOY TOWNSHIP-MultiSelect Permits Issue Date: 10/1/2021 - 10/31/2021

Zoning Officer's Report

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
RoadOcc						
Driveway						
Active						
210076	10/20/2021	LARRY C DOMBACH INC Driveway for new single family dwelling	719 RADIO RD	4601079500000	\$0.00	\$50.00
210077	10/20/2021	LARRY C DOMBACH INC Driveway for new single family dwelling	717 RADIO RD	4601109000000	\$0.00	\$50.00
210078	10/20/2021	LARRY C DOMBACH INC Driveway for new single family dwelling	705 RADIO RD	4601216200000	\$0.00	\$50.00
210080	10/21/2021	LARRY C DOMBACH INC Driveway for new single family dwelling	701 RADIO RD	4601265400000	\$0.00	\$50.00
210079	10/21/2021	LARRY C DOMBACH INC Driveway for new single family dwelling	703 RADIO RD	4601235900000	\$0.00	\$50.00
Total Driveway 5					\$0.00	\$250.00
Water Service						
Active						
210075	10/13/2021	KETTERLINE INC Water Service	530 N PLUM ST	4611231400000	\$0.00	\$50.00
Total Water Service 1					\$0.00	\$50.00
Total RoadOcc 6					\$0.00	\$300.00

StormWater

Exemption

Active

210104	10/11/2021	MILLER ERIC D Patio	9177 ELIZABETHTOWN RD	4604794400000	\$0.00	\$50.00
210105	10/20/2021	LARRY C DOMBACH INC 2-story single family semi-detached dwelling	719 RADIO RD	4601079500000	\$0.00	\$50.00
210106	10/20/2021	LARRY C DOMBACH INC 2-story single family semi-detached dwelling	717 RADIO RD	4601109000000	\$0.00	\$50.00
210107	10/20/2021	LARRY C DOMBACH INC 2-story single family semi-detached dwelling	705 RADIO RD	4601216200000	\$0.00	\$50.00
210108	10/21/2021	LARRY C DOMBACH INC 2-story single family semi-detached dwelling	703 RADIO RD	4601235900000	\$0.00	\$50.00
210109	10/21/2021	LARRY C DOMBACH INC 2-story single family semi-detached dwelling	701 RADIO RD	4601265400000	\$0.00	\$50.00
210111	10/28/2021	LEONARD CINDY L Greenhouse	8741 ELIZABETHTOWN RD	4609282300000	\$0.00	\$50.00
210112	10/29/2021	GREGO JOSEPH D Shed	2326 ANDREW AVE	4617396900000	\$0.00	\$50.00

CO Issued

210103	10/6/2021	RUTTER ROBERT A & HEATHER M Patio / Shed	1946 MISTY DR	4614175900000	\$0.00	\$50.00
Total Exemption 9					\$0.00	\$450.00
Total StormWater 9					\$0.00	\$450.00

Use

Home Occupation

Active

210013	10/13/2021	VENBRUX HENRY J & LISA M In-home business	1702 MILL RD	4603337300000	\$0.00	\$10.00
Total Home Occupation 1					\$0.00	\$10.00

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Use						
Temporary						
Active						
210014	10/18/2021	MARTIN CARL M & BETTY Dumpster	1215 CREEK RD	4607870100000	\$0.00	\$10.00
Total Temporary 1					\$0.00	\$10.00
Total Use 2					\$0.00	\$20.00
Zoning						
Ag Bldg						
Active						
210202	10/18/2021	MILLER L CLAIR Ag Buildings	200 BELLAIRE RD	4601812700000	\$75,000.00	\$509.00
Total Ag Bldg 1					\$75,000.00	\$509.00
Cell Tower						
Active						
210190	10/15/2021	DUFF & PHELPS LLC Cell Tower Modifications	1528 BRIARWOOD LN	4600768100000	\$23,000.00	\$50.00
Total Cell Tower 1					\$23,000.00	\$50.00
Deck						
Active						
210189	10/7/2021	ACHARYA GOPAL & SITA deck	819 WESTBROOKE DR	4600461000000	\$7,000.00	\$128.00
Total Deck 1					\$7,000.00	\$128.00
Demolition						
Active						
210195	10/28/2021	WILLARD E CAMPBELL ENTERPRISES Com - Interior Demo	842 N HANOVER ST	4601284800000	\$0.00	\$100.00
Total Demolition 1					\$0.00	\$100.00
Duplex						
Active						
210197	10/20/2021	LARRY C DOMBACH INC 2-story single family semi-detached dwelling	719 RADIO RD	4601079500000	\$0.00	\$1,285.00
210198	10/20/2021	LARRY C DOMBACH INC 2-story single family semi-detached dwelling	717 RADIO RD	4601109000000	\$197,900.00	\$1,297.00
Total Duplex 2					\$197,900.00	\$2,582.00
Fence						
Active						
210203	10/20/2021	HOSSLER JON ERIC & KIM M Fence	725 CHURCH RD	4607285500000	\$3,000.00	\$50.00
Total Fence 1					\$3,000.00	\$50.00
Finish Basement						
Active						
210206	10/26/2021	HENRY ERIK M & ALISON M Finish basement	850 WESTBROOKE DR	4600196500000	\$4,500.00	\$64.00
Total Finish Basement 1					\$4,500.00	\$64.00
greenhouse						
Active						
210207	10/28/2021	LEONARD CINDY L Greenhouse	8741 ELIZABETHTOWN RD	4609282300000	\$850.00	\$50.00
Total greenhouse 1					\$850.00	\$50.00
Patio						
Active						

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Zoning						
Patio						
Active						
210192	10/11/2021	MILLER ERIC D Patio	9177 ELIZABETH TOWN RD	4604794400000	\$43,142.00	\$323.00
Total Patio 1					\$43,142.00	\$323.00
Patio/Shed						
CO Issued						
210191	10/6/2021	RUTTER ROBERT A & HEATHER M Patio/Shed	1946 MISTY DR	4614175900000	\$25,000.00	\$204.00
Total Patio/Shed 1					\$25,000.00	\$204.00
Renewal						
Active						
210193	10/13/2021	MUSSER DOUGLAS Renewal	566 GREENTREE RD	4600602100000	\$20,000.00	\$50.00
Total Renewal 1					\$20,000.00	\$50.00
SFD						
Active						
210196	10/27/2021	HUGHES EDWARD C Single Family Dwelling	2126 RISSERMILL RD	4614967500000	\$577,000.00	\$3,571.00
Total SFD 1					\$577,000.00	\$3,571.00
Shed						
Active						
210208	10/29/2021	GREGO JOSEPH D Shed	2326 ANDREW AVE	4617396900000	\$8,300.00	\$92.00
Total Shed 1					\$8,300.00	\$92.00
Sign						
Active						
210194	10/13/2021	VENBRUX HENRY J & LISA M Sign	1702 MILL RD	4603337300000	\$0.00	\$50.00
Total Sign 1					\$0.00	\$50.00
Townhouse						
Active						
210199	10/20/2021	LARRY C DOMBACH INC Townhouse Unit	705 RADIO RD	4601216200000	\$197,900.00	\$1,297.00
210200	10/21/2021	LARRY C DOMBACH INC Townhouse Unit	703 RADIO RD	4601235900000	\$197,900.00	\$1,297.00
210201	10/21/2021	LARRY C DOMBACH INC Townhouse Unit	701 RADIO RD	4601265400000	\$197,900.00	\$1,297.00
Total Townhouse 3					\$593,700.00	\$3,891.00
Total Zoning 18					\$1,578,392.00	\$11,714.00
Total Permits: 35					\$1,578,392.00	\$12,484.00



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Minutes of the Regular Meeting of the Mount Joy Township Planning Commission Held on September 27, 2021

1. Kevin Baker called the meeting to order at 7:00 p.m. in the Mount Joy Township Municipal Building located at 8853 Elizabethtown Road, Elizabethtown, PA 17022.

2. Pledge of Allegiance

3. Roll call of the Planning Commission Members:

Kevin Baker — Present

Rodney Boll — Present

John Dice — Present

Richard Gates — Present

Lisa Heilner — Present

Michael McKinne — Absent

Delmar Oberholtzer — Present

Other Township Representatives Present: Justin Evans, Township Manager/Zoning Officer

4. Public Comment: NONE

5. Consent Calendar:

a. Approve and ratify the minutes of the August 23, 2021 meeting

b. Authorize execution of the Sewage Facilities Planning Module Component 4A for the Jon Heistand Subdivision (21-10-FSDP) by the Township Manager/Zoning Officer

c. Accept a 180-day extension of time in which to act on the Final Minor Subdivision for Lancaster County Career and Technology Center Mount Joy Campus (21-08-FSDP), extending the deadline to March 26, 2022

A motion was made by Lisa Heilner and seconded by John Dice to approve the consent calendar. All members present voted in favor of the motion.

6. Old Business:

a. Final Subdivision, Land Development & Lot Add-On Plan for Westbrooke IV – Phase 1 (#2016-01-FSDP) – Proposal to develop Phase 1 of the four-phase Westbrooke IV residential subdivision. The 63.05-acre site is located in the R-2 - Medium-Density Residential District and will be divided into 222 lots containing 213 dwelling units (128 duplexes and 85 single-family units).

Eric Brinser from Rettew Associates presented the application by giving a brief overview of the Phase 1 Final plan. A discussion took place pertaining to the construction of Eagle Parkway through the entire Westbrooke IV development. Mr. Evans explained that Phases 1 and 2 are the trigger points for the construction of the arterial that will eventually connect Campus Road to South Market Street. The Township has an offsite obligation to extend the road several hundred feet south into the development site and is actively working to design this section in conjunction with the Westbrooke IV development.

Mr. Brinser stated that he will return the following month seeking conditional approval of the plan since the remaining review comments are predominantly administrative in nature.

- b. Sketch Plan for Featherton Crossing Phase 5 (#21-09-SLDP) – Proposal to develop a 28.91-acre tract into a 190-unit townhouse community at the northern terminus of Merts Drive. The site is located in the R-2 Medium Density Residential District.

Brian Focht from C2C Design Group presented the application, noting that they made a number of changes since the sketch plan was originally reviewed by the Planning Commission. The revised plan contained the following changes:

- reduction to 182 townhouse units arranged in a condominium form of ownership with common area
- a public street extending west from Eagle Parkway to enable a future through-street connection with the adjoining property
- 95 overflow parking spaces are now scattered throughout the site

The Official Map will need to be revised to eliminate the proposed off-ramp through the site, although the connections to the north and west should remain since the right-of-way to accommodate them will be dedicated to the Township. All units will be provided with two-car garages and double-wide driveways for off-street parking. The applicant intends to request a waiver from providing internal sidewalks although the 10'-wide path along Eagle Parkway will be extended and a sidewalk will be constructed along the proposed public street to the west. The Planning Commission expressed concerns with not providing internal sidewalks with the large number of dwellings proposed.

Several Commission members posed questions about the streets and parking. Only Eagle Parkway and Road "A" to the west will be dedicated to the Township. All streets will be building and inspected to public road standards.

7. New Business: NONE

8. Initial View:

- a. Lot Line Change Plan for Martin S. and Robin D. Gish (#21-02-LLCP) – Proposal to subdivide a 0.537-acre tract from a 12.882-acre lot and combine it with the adjacent 4.264-acre residential lot under the same ownership. No additional units of occupancy are proposed by the plan. The lots are located at 380 Greentree Road and are in the A- Agricultural District.

Todd Smeigh from DC Gohn Associates presented the application, which was actually submitted in February, but the Township's review identified a need to gain a variance from the Zoning Hearing Board. A variance for an additional subdivision right was granted and the subdivision plan approval process may resume. Over the years that the Gish family has owned the two adjacent properties, the on-lot sewer system and some improvements have encroached the common lot line. This plan allows each lot to be conveyed or used separately with all existing utilities and improvements situated on Lot 1.

Mr. Smeigh requested action on the plan that night even though it is an initial view due to the minor nature of the subdivision and no proposed improvements. He commented on several items in the Township Engineer's review letter, including the road frontage improvements that can be addressed in a deferral agreement. Additionally, the requirement to provide a PNDI search can be delayed until such time that earth disturbances or improvements are proposed.

A motion was made by John Dice and seconded by Richard Gates to grant waivers of Chapter 119 of the Code of Ordinances of the Township of Mount Joy, i.e. the Mount Joy Township Subdivision and Land Development Ordinance as follows: §119-52.J(3) relating to the requirement to conduct a PNDI search; and §119-52.J(3)(a) & §119-52.J(3)(d) for the deferral of road improvement requirements; and having granted such waivers, grant approval of the Lot Line Change Plan for Martin S. & Robin D. Gish (the "Plan") prepared by DC Gohn Associates, Inc., Drawing No. CG-3044, dated February 5, 2021, subject to the following conditions:

1. To the extent not otherwise provided in these conditions, Applicant shall address the comments of the Township Engineer's review letter dated September 22, 2021.
2. To the extent not otherwise provided in these conditions, Applicant shall address the comments of the Township Solicitor's review letter dated February 18, 2021.
3. Applicant shall address and comply with all conditions contained in the Mount Joy Township Zoning Hearing Board (MJTZHB) decision dated June 2, 2021.
4. Applicant shall submit a fully executed Deferred Road Improvement Agreement, which shall be acceptable to the Township Solicitor and in recordable form. The Agreement shall include, but not necessarily limited to, provisions for the widening of Greentree Road. The Agreement, fully executed, shall be submitted and approved prior to the release of the final plan for recording.
5. Applicant shall submit a fully executed Agreement Providing for Grant of Public Right-of-Way, which shall be acceptable to the Township Solicitor and in recordable form. The Agreement, fully executed, shall be submitted and approved prior to the release of the final plan for recording.
6. Applicant shall submit a fully executed Agreement Providing for Grant of Conservation Easement, which shall be acceptable to the Township Solicitor and in recordable form. The Agreement, fully executed, shall be submitted and approved prior to the release of the final plan for recording.
7. Applicant shall record revised deeds that reflect the new lot descriptions within 30 days of the release of the subdivision plans for recording.
8. Applicant shall reimburse the Township for all reasonable engineering and legal fees incurred in the review of plans under the Subdivision and Land Development Ordinance, Storm Water Management Ordinance, and other governing ordinances; review or preparation of documentation required in connection with the development; review and approval of financial security and other documentation; inspection of improvements; and for other costs as set forth in these Conditions within 30 days after receipt of an invoice for such fees. If Applicant fails to pay such costs within 30 days after the date of a written invoice for such costs, Applicant shall be in violation of this Condition.

All members present voted in favor of the motion.

- b. Preliminary/Final Subdivision Plan for Ira M. and Linda M Heistand (#21-10-FSDP) – Proposal to subdivide a 144.631-acre farm into tracts of 47.459 and 97.172 acres. An existing farmstead will remain on Lot 2, while sewage testing on Lot 1 will enable the construction of a future home site although no additional units of occupancy are proposed by the plan. The site is located at 335 Trail Road South and is in the A-Agricultural District.

Todd Smeigh from DC Gohn Associates presented the application that proposes to subdivide a farm along Trail Road North. The property is preserved by an Agricultural Conservation Easement, but an area on the northwest side of the road was excepted from the easement. The applicant intends to construct a home in this area after the subdivision is finalized. There are a number of water resources on the property and sewage testing is currently underway for a home site that will be located on the 47-acre tract that cannot be further subdivided.

After a short discussion regarding agricultural conservation easements and their intersection with zoning ordinance provisions, Mr. Smeigh noted that the plan will be back before the Commission for action at a future meeting.

9. Correspondence: NONE

10. Other Business:

- a. Presentation from 392 Ridgeview Road Associates, LLC: Concept plan for the development of a warehouse at 392 Ridgeview Road South

Claudia Shank of McNees Wallace, Andy Miller of Catalyst Commercial Development, Chris Venarchick of RGS Associates, and Chris Schwab of TRG Associates presented a conceptual subdivision and rezoning plan for the property. The ultimate goal is to rezone approximately 18.7 acres to industrial for the purpose of constructing a 188,100-sf. warehouse. A discussion took place regarding utilities and access to the site.

The Commission expressed significant concerns with the proposed routing of tractor trailer traffic on Ridge Road, especially at the intersection with Greentree Road. They suggested looking at the large tracts of land to the north of the Cloverleaf Road interchange. Mr. Oberholtzer recommended that the Board of Supervisors consider rezoning more industrial land around the interchange to satisfy demand in a more appropriate location.

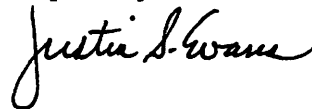
- b. Review draft language for a text amendment introducing a required mix of housing types in residential developments, specifically maximum percentages of townhouses and apartment units

Mr. Evans posed several questions pertaining to the structure of the draft ordinance language. After a brief discussion, the Commission reached consensus that single-family dwellings and duplexes can be considered similar for the purpose of meeting any required minimum or maximum housing mix percentages. Additionally, phased projects can be viewed in the context of the whole to meet the percentage thresholds.

The Commission recognized Mr. Gates' years of service in his final meeting with the Township Planning Commission. Additionally, resident Arlen Mummau was in attendance as a prospect to fill Mr. Gates' position on the Planning Commission. Mr. Mummau spoke to his interest in local matters, including land use and planning for the future of the Township.

11. The next regular meeting of the Mount Joy Township Planning Commission is scheduled to be held on **Monday, October 25, 2021** beginning at 7:00 P.M.
12. A motion was made by Richard Gates and seconded John Dice by to adjourn the meeting at 8:53 p.m. All members present voted in favor of the motion.

Respectfully Submitted,



Justin S. Evans
Township Manager/Zoning Officer



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Minutes of the Regular Meeting of The Mount Joy Township Zoning Hearing Board Wednesday, October 6, 2021

1. Chairman Thomas N. Campbell called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building located at 8853 Elizabethtown Road, Elizabethtown, PA 17022.
2. Meeting Attendance:
 - Members Present: Thomas N. Campbell, James E. Hershey, and Gregory R. Hitz, Sr.
 - Members Absent: None
 - Alternate Member Present: Robert F. Newton, Jr.
 - Township Representatives: Justin S. Evans, Township Manager/Zoning Officer
 - Lancaster County Court Reporter: Angela Kilby
 - Zoning Hearing Board Solicitor: Susan Peipher, Esq. of Blakinger Thomas
3. Approve & ratify the minutes of the September 22, 2021 meeting

A motion was made by Gregory R. Hitz, Sr. and seconded by James E. Hershey to approve and ratify the September 22, 2021 meeting minutes. All members present voted in favor of the motion.
4. Mr. Evans, Township Zoning Officer, stated that a Public Notice was published in the September 16, 2021 and September 23, 2021 editions of the Elizabethtown Advocate. The subject properties were posted on September 27, 2021.
5. Procedural briefing by the Zoning Hearing Board Solicitor
6. Swearing-in of all potential witnesses by the Court Reporter
7. Zoning Case #210015:
 - a. Applicant: Lori Stopyra, Nassimi Realty
 - b. Landowner: Market Street Square Shopping Center LLC
 - c. Property Location: 1605 South Market Street, Elizabethtown, PA 17022; Tax Parcel ID #460-20549-0-0000
 - d. Zoning District: C-2, General Commercial District
 - e. Variance Requests:
 - (1) Chapter 135, Article XXII, §135-255.A to permit a financial institution with drive-through facilities on a lot less than one acre
 - (2) Chapter 135, Article XIV, §135-135.F(2) to exceed the maximum impervious coverage
 - (3) Chapter 135, Article XIV, §135-135.E to encroach into the required front, side, and rear off-street parking lot setbacks
 - (4) Chapter 135, Article XXIII, §135-299.B(1) to eliminate the required landscape strips

- (5) Chapter 135, Article XXIV, §135-333.C(4) to exceed the dimensional standards for signage
- (6) Chapter 135, Article XXIII, §135-320 to enable the creation of a flag lot
- (7) Chapter 135, Article XXIII, §135-292 to permit the reduction of lots of record to establish the proposed lot configurations
- (8) Chapter 135, Article XXV, §135-343.C(16) to permit 626 off-street parking spaces for the shopping center
- (9) Chapter 135, Article XXIII, §135-295.C to permit two principal buildings on a single lot
- (10) Chapter 135, Article XXIII, §135-299.D(1) to permit landscaped strips of less than 15 feet along the street frontages of lots

The applicant desires to subdivide an existing shopping center property and construct a commercial outparcel building on a new 1.51-acre lot. Applicant's representative Lori Stopyra was joined by Claudia Shank, Esq. from McNees Wallack and Nurick and Richard Roseberry from Colliers Engineering & Design to present the application. The following exhibits were submitted from the floor:

- A-1: Lancaster County GIS Map
- A-2: Colored Proposed Subdivision Plan Overview Sheet
- A-3: September 3, 2021 Letter from Elizabethtown Borough
- A-4: Proposed Subdivision Plan (3 sheets)

Ms. Shank acknowledged receipt of the Zoning Officer's August 9, 2021 letter and their acceptance of the proposed conditions, noting that the hearing date in the proposed conditions should be October 6, 2021. The following statements were made:

- The site is located in both Mount Joy Township and Elizabethtown Borough.
- The shopping center building and freestanding bank are existing; a proposed freestanding commercial building is proposed in the front of the parking lot, which can contain up to two tenants.
- One anticipated tenant of the proposed outparcel building includes a quick serve establishment with a drive-thru.
- Original approvals for the shopping center were granted in 1990.
- The anchor tenant for the center, K-Mart, closed in 2020.
- Their goal is to revitalize the shopping center with new uses.
- A new shopping center sign is proposed to identify all tenants.
- Design issues have arisen from the existing conditions and the current attempt to resubdivide the site from two lots into four.
- The Elizabethtown Borough Zoning Hearing Board recently granted five variances to enable the proposed subdivision.

She then recapped the ten variance requests for the Board. Exhibit A-5 was submitted to show conceptual plans for the landscaped islands and other plantings. Mr. Campbell asked if an overall landscaping plan will be submitted and if there will be less impervious coverage after the development. The exhibit shows landscaping around the proposed outparcel building, and there will be a reduction in impervious coverage after construction.

A discussion took place regarding the proposed parking reduction and how it coincides with prior approvals and both municipalities' zoning ordinances. 715 spaces were required in Elizabethtown Borough's 1990 Conditional Use approval and 626 are proposed. Additionally, there is a parking reduction available for shared use shopping centers. Restriping in the vicinity of the reconfigured entrance will result in adequate parking availability in Mr. Rosenberry's opinion despite the proposed reduction from 763 existing spaces.

Infill projects similar to this have been viable in many communities to meet today's needs, taking advantage of "over-parked" centers. The landscape buffer variance goes hand-in-hand with the parking variance due to the proposed lot lines internal to the shopping center. Mr. Hitz expressed concerns with queuing backups in the drive-thru lane similar to what takes place at the Dunkin Donuts in Mount Joy Borough. Mr. Rosenberry stated that the building is designed to have a 12-car queue without impacting the main drive aisle of the center. The focus of their effort is redevelopment and flexibility of land ownership adds desirability to end users.

The applicants reiterated the underlying issue that the subdivision of an existing shopping center is very difficult without variances. No new impervious coverage or runoff will result from the proposed infill development, which will put an underutilized parking lot to better use. The variance requests represent the minimum relief necessary to

accomplish the project. A statement in the hearing application was amended reflect 626 proposed parking spaces, not 716.

A discussion took place regarding whether the stated hardships were created by the applicant. Several complications are present, including the municipal boundary that irregularly cuts through the site. The design of Lot 3 was partially driven by the goal to keep its entire area within the township boundary. Ms. Stopyra introduced herself as the property and construction manager. She gave a brief history of her company's ownership of other shopping centers and their track record of redeveloping or improving them. Their goal with Market Street Square is to secure national tenants to fill the empty spaces and the new building.

After a short recess, Mr. Hitz noted that all variances being requested are dimensional. Mr. Hershey asked for more justification behind the request to have a 100-square foot sign versus the 50 sf. maximum. They would like to have a nicer top portion of the sign and the ability to give every tenant in the shopping center space on the sign since the main building sits far back from the road. Mr. Roseberry also attested that the new sign will not obstruct the line of sight at the intersection.

A motion was made by James E. Hershey and seconded by Gregory R. Hitz, Sr. to grant the requested variances subject to the following conditions and safeguards which the Board deems necessary to implement the purpose of the Ordinance and the Pennsylvania Municipalities Planning Code:

1. The Applicant and/or the owner(s) of the Property shall comply with all other provisions contained in the Ordinance for which relief has not been requested or granted;
2. The Applicant shall file and obtain approval of a subdivision/land development plan from the Mount Joy Township Planning Commission;
3. The Applicant shall maintain the existing landscaping buffer along the proposed lot(s) which front South Market Street and add additional landscaping thereto to enhance said buffer, making best efforts to comply with the Ordinance as it relates to landscaping species; and
4. The Applicant and any representative of the Applicant shall comply with and adhere to the testimony and any evidence presented to the Board at the hearing held on October 6, 2021 except to the extent modified by conditions imposed by the Board herein.

All members present voted in favor of the motion, reflecting that the variance from Chapter 135, Article XXV, §135-343.C(16) to permit a reduction in the number of parking spaces is based on 716 spaces being provided per the testimony instead of 626 as noted in the application package.

8. Zoning Case #210016:

- a. Applicant/Landowner: Henry Venbrux
- b. Property Location: 1702 Mill Road, Elizabethtown, PA 17022; Tax Parcel ID #460-33373-0-0000
- c. Zoning District: R, Rural District
- d. Special Exception Request:
 - (1) Chapter 135, Article VII, §135-63.F to establish a home occupation

The applicant desires to establish a dog grooming business in the dwelling. Landowner Henry Venbrux presented the application to the Board. He gave an overview of the application, stating that his daughter who lives at the house will likely have no more than four clients per day visiting the property to drop off their pets. There is ample parking in the driveway to accommodate this and their personal vehicles. 320 sf. of space in the three-car garage will be repurposed for the dog grooming business. He attested that this area comprises only 15% of the 1,800-sf. ground floor of their home.

Mr. Campbell asked how long the animals are left at the home. There are no overnight stays, however, some owners may drop off the dogs and pick them up later in the day. Mr. Hitz asked about the hours of operation. 8:00 a.m. - 7:00 p.m. provides a wide range to allow for clients to come after work. There is water and sewer in the garage already for cleaning dogs, although minor interior alterations will be done to insulate the space. Dogs will stay inside this area and not left to roam the yard. No lights will be added but a sign may be requested through the permit process.

Randy Reidenbach from 1686 Mill Road stated that he attended the hearing because of questions about hours of operation, signage, and overnight boarding. He felt that those questions were answered through the testimony and was generally satisfied.

A motion was made by Gregory R. Hitz, Sr. and seconded by James E. Hershey to grant the special exception subject to the following conditions and safeguards which the Board deems necessary to implement the purpose of the Ordinance and the Pennsylvania Municipalities Planning Code:

1. The Applicant and/or the owner(s) of the Property shall comply with all other provisions contained in the Ordinance for which relief has not been requested or granted;
2. The Applicant shall obtain a use and occupancy permit for the home occupation; and
3. The Applicant and any representative of the Applicant shall comply with and adhere to the testimony and any evidence presented to the Board at the hearing held on October 6, 2021 except to the extent modified by conditions imposed by the Board herein.

All members present voted in favor of the motion.

9. Next hearing is scheduled for Wednesday, November 3, 2021, beginning at 7:00 p.m.

10. The meeting was adjourned at 9:27 p.m.

Respectfully Submitted,



Justin S. Evans, AICP
Township Manager/Zoning Officer

For: Gregory R. Hitz, Sr., Secretary
Mount Joy Township Zoning Hearing Board

Northwest Regional Lancaster County Police Commission
8855 Elizabethtown Road
Elizabethtown, PA 17022

Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on September 28, 2021

1. Douglas A. Hottenstein called the meeting to order at 7:00 P.M. in the Mount Joy Township Municipal Building, 8853 Elizabethtown Road, Elizabethtown, PA 17022. Douglas A. Hottenstein led the pledge of allegiance.
2. Roll Call: Present – Debra E. Dupler, Ralph Horne, Douglas A. Hottenstein, Eric Kreider (David W. Sweigart III arrived at 7:15 p.m.)
3. Public Comment: None
4. Consent Calendar:
 - a. Approval and ratification of the minutes of the August 24, 2021 meeting.
 - b. Accept and ratify the Treasurer’s Report for the period of January 1 through August 31, 2021, subject to audit.
 - c. Approve payment of all bills via Bill List #16-2021 in the amount of \$10,095.97; Bill List #17 in the amount of \$62,359.73, and Bill List #18 in the amount of 4,587.68; ratify payment of all payrolls for the period of 8-12-2021 and 8-26-2021 inclusive, in the amount of \$172,722.21, which represents three (2) pay periods.

A motion was made by Debra E. Dupler and seconded by Ralph Horne to approve items a. through c. of the Consent Calendar as presented. All members present voted in favor of the motion.

5. New Business:

- a. Marc Hershey presented the first draft of the 2022 Budget. 2021 budget numbers were included for comparison purposes. Hershey stated the majority of revenue comes from West Donegal Township and Mount Joy Township. He is proposing to use \$15,000 of excess funds as a carryover, and a sizeable contribution from the Lancaster County Drug Task force. Revenue is projected to increase about 4.7% for a total of 3.99 million dollars. On the expense side of the general fund budget, many expenses are pre-determined through the police contract. Two transfers are proposed to the capital reserve fund. Expenditures are 3.99 million which is approximately \$178,000 increase of 4.7%. The Insurance Deductible Fund will no longer be necessary in 2022 due to the health insurance switch to Benecon. That fund can be transferred into the general fund. Expenses from the Capital Reserve Fund in 2022 will include vehicle replacement/equipment transfer. Portable radio replacement will potentially be needed within the next few years. Mr. Hershey’s goal is to finalize the budget for approval at the October 2021 meeting. He recommended updating the municipality allocation approximately every three years. As part of the budget discussion, Chief Mayberry reported there is no update on the police cruiser that has been on order for months.
- b. 2022 MMO Pension – Uniformed and Non-Uniformed: 2022 Municipal Obligation for the Police Pension Fund and PMRS. As required by Act 205 of 1984 attached memos must be sent to Conrad Siegal. A motion was made by Debra Dupler, seconded by Ralph Horne to forward the uniformed recipient memo to Conrad Siegal. All members present voted to approve the motion. A motion was made by Debra Dupler, seconded by Ralph Horne to forward the non-uniformed PMRS memo to Conrad Siegal. All members present approved the motion.
- c. Chief Mayberry advised the Commission that there is a noise issue when officers are using the interview room right inside the police department lobby. Noise from the patrol room interferes with interviews being conducted in the conference/interview room. An estimate was obtained from Good Electric for an indicator light to be installed in the patrol room so that officers are aware that an interview is in progress. There is also an issue if people are sitting in the lobby that they are able to hear what is being said in the conference room. A motion was made by Debra Dupler, seconded by David W. Sweigart III for \$1500 to be allocated for an indicator light in the patrol room and a speaker to mask sounds in the police lobby. All members present voted in favor of the motion.
- d. Chief Mayberry asked for permission to switch the November 23, 2021 NRLCPC meeting to Tuesday, November 30, 2021. Debra Dupler made a motion, seconded by David W. Sweigart to move the November meeting to November 30, 2021. All members presented voted in favor of the motion.
- e. The Chief asked the thoughts of the Commission regarding a Christmas Party at Hennigans on December 11. The commissioners were in agreement with moving forward with plans for a Christmas party.
- f. Chief Mayberry advised that one of the in-car computers became completely disabled and is unable to be repaired. An approximate cost for replacement is \$3000. Marc Hershey stated there would be funds available in the budget

for the replacement. Debra Dupler made a motion which was seconded by Eric Kreider to replace the computer. All members present voted in favor of the motion.

6. Old Business:

- a. An update on the WatchGuard Body Worn Cameras was given by Chief Mayberry. Cameras have arrived and all officers have begun training, both online and in person for their use.
- b. Dental Insurance Update – J. Marc Hershey recommended that January 1, 2022 be used as the date to transition to the new dental plan. 2022 rates have not yet been made available. They should be available at the end of October.
- c. Mr. Hershey advised that the transition to Benecon is now fully complete. The department is also being advised of resources such as employee health and wellness programs. Lisa attended a meeting regarding these programs today.

7. Advisements- Chief Mayberry advised the commission that:

- a. Officer Danny Gordon participated in the Rheems Fire Department Community Day on September 11
- b. The Department is again participating in the Pink Patch Program being held during the month of October.
- c. The Drug Take Back Event is being held on October 23 at the Elizabethtown Giant.
- d. Det. Ember, Officer Jones and Chief Mayberry participated in the Cornerstone Youth Center “Minute to Win It” tournament. The team won first place.
- e. Chief Mayberry and Officer Seidel/Arlo attended the Old Trolley Line Park grand opening

8. Correspondence:

- a. Calls for Service – August 2021
- b. Police Activity Report – August 2021
- c. Overtime Report – August 2021
- d. Police Cruiser Mileage Chart – August 2021

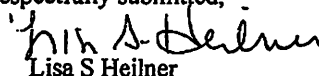
9. Other Business:

- a. Commissioner Dupler thanked Det. Tobias for participating in a SCORE roundtable on the topic of Identity Theft which was very engaging and informative.
- b. Commissioner Sweigart inquired as to the status of the department drone. Chief Mayberry stated it has arrived and is in service. It has been used several times already.
- c. Det. Ember expressed concern regarding pedestrians coming from sporting events in the adjoining fields and walking through the police parking lots.
- d. Det Henry inquired as to being able to view the pension account statements. Mr. Hershey stated he will include them in the financial statements moving forward.

Next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held on October 26, 2021 beginning at 7:00 p.m. at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

A motion was made by Ralph Horne, seconded by Eric Kreider to adjourn the meeting at 8:05 p.m. All those present voted in favor of the motion.

Respectfully submitted,



Lisa S Heilner

Assistant Treasurer/Secretary
Northwest Regional Police Commission

**EAWA WORK SESSION MEETING MINUTES
SEPTEMBER 1, 2021 - 6:30 PM**

1. **CALL TO ORDER:** The EAWA Board meeting was called to order at 6:30 P.M. by Dale Treese, Chairman. Members attended both in-person and remotely, present: Keith Murphy, Rich Sheidy, Jeff McCloud, Rick Erb, John O'Connell, Member; and Chuck Brewer. Also, present were: Del Becker, Authority Manager; Cindy Zawrotuk, Engineer; and George Alspach, Solicitor. Not present: Michele Powl, Business Manager; Jason Bock, Operations Manager; and Donna Bissinger, Admin Assistant. Members of the Public: None

2. **PUBLIC COMMENT:** None

3. **REPORTS:**
 - a. **Manager's Report:**
 - i. **Lakeview Country Estates** – Application for connection as an emergency contingency received from the owner of the mobile home park. The mobile home park has its own public water system. The ownership has previously discussed the connection with both Mount Joy Township Authority (now merged with EAWA) and EAWA. A water line was extended from the Rockwood development to a point near the mobile home park but the final connection was never authorized or completed. The consensus of the Board was that the owner needs to further define the request and provide additional information. Becker indicated he would contact the engineer and owner.

 - b. **Operations Manager's Report:** Bock was unable to attend the meeting due to Tropical Storm Ida and emergency repairs resulting from a tree falling on the EAWA stream crossing pipe adjacent to the North Spruce Street bridge.

 - c. **Engineer's Report:** Zawrotuk provided a review of the current projects in design and development plan review. Additionally, two professional service proposals for Chlorination System Improvements and Water Line Replacement projects on Market Street were discussed. Becker indicated the engineering was necessary to address improvements needed for the TTHM compliance issue and to complete the water line installation prior to the Market Street repaving project next year by PennDOT.

Action: "That the Board accepts the Proposal of GHD providing engineering services for the Market Street Line Replacement project and a fee not to exceed \$55,800."

Motion: J O'Connell **Second:** R Sheidy

APPROVED

Action: "That the Board accepts the Proposal of GHD providing engineering services for the Chlorination System Improvements project and a fee not to exceed \$32,000."

Motion: C Brewer

Second: J O'Connell

APPROVED

4. UNFINISHED BUSINESS: None

5. NEW BUSINESS: None

6. BOARD MEMBER'S REMARKS: McCloud inquired if staff knew of what building at Elizabethtown College was being sold. Becker indicated it was his understanding that it was the house and property near the solar field on Campus Road.

7. EXECUTIVE SESSION: None

8. ADJOURN: 7:25 PM

Action: "That the Board adjourns the work session meeting."

Motion: C. Brewer

Second: K. Murphy

APPROVED

Respectfully submitted,

D. Becker, PE, Authority Manager

Approved at the 10/11/2021 Meeting

**EAWA BOARD MEETING MINUTES
SEPTEMBER 13, 2021 - 6:30 PM**

1. CALL TO ORDER: The EAWA Board meeting was called to order at 6:30 P.M. by Dr. Dale Treese, Chairman. Members present: Jeff McCloud, Rich Sheidy, Chuck Brewer, Keith Murphy, Rick Erb and John O'Connell. Also present were Del Becker, Authority Manager; George Alspach, Solicitor; Michele Powl, Business Manager and Donna Bissinger, Administrative Assistant. Not present: Jason Bock, Operations Manager and Cindy Zawrotuk, Engineer. Members of the Public: none

2. PLEDGE OF ALLEGIANCE TO THE FLAG:

3. PUBLIC COMMENT: None

4. APPROVAL OF PREVIOUS MINUTES:

Action: "That the Board approves the WS Meeting Minutes of 08/04/2021 and Board Meeting Minutes of 08/09/2021, as presented."

Motion: K Murphy **Second:** C Brewer **Approved**

5. REPORTS:

a. Manager's Report:

- i. **Special Meeting September 25:** Members reminded that breakfast will be held at the EAWA office prior to the meeting at 8:00am. The meeting will commence at 8:45am and will be advertised in next week's Advocate.
- ii. **Spruce Street Main Damage:** Becker reported on the September 1 damage and repairs to the Spruce Street water main and supports from Tropical Storm Ida. Ebersole's will test the pipe before it is put back in service.

b. Operations Manager's Report: Presented at the Work Session Meeting. No comments were provided.

c. Engineer's Report: Presented at the Work Session Meeting, no comments were provided.

d. Financial Reports:

- i. Paid Bills Detail (*Operating Fund*) (08/23/21) distributed with package (\$55,089.74 for balance);
- ii. Statement of *Operating* Revenues & Expenditures for period of AUGUST YTD, distributed with package. Balance: \$2,177,326.97, Expenditures: \$139,167.35 & Income: \$141,641.89;

iii. Statement of *Capital* Revenues & Expenditures for period of AUGUST YTD, distributed with package. Balance: \$8,433,609.48, Expenditures: \$8,325.00 & Income: \$29,634.57.

Action: "That the Board accepts the AUGUST Statement of Revenues & Expenditures (Actual vs. Budget)."

Motion: J McCloud **Second:** K Murphy **Approved**

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS: None

8. BILLS PAYABLE: Refer to Unpaid Report;

Action: "That the Board pays bills listed on statement of Unpaid *Operating* Fund Bills Detail totaling \$25,779.08 (09/13/21) and Unpaid *Capital* Fund Bills Detail totaling \$24,438.84 (09/13/21)."

Motion: K Murphy **Second:** C Brewer **Approved**

9. BOARD MEMBER'S REMARKS: O'Connell inquired if there was an update on the Lakeview Country Estates mobile home park. Becker stated none at this time. Dr. Treese requested that Becker draft an agenda for the September 25th.

10. EXECUTIVE SESSION: None

11. ADJOURN: 6:42 PM

Action: "That the Board adjourns the regular meeting."

Motion: K Murphy **Second:** J McCloud **Approved**

Respectfully submitted,

D. Becker, PE, Authority Manager

Approved at 10/11/2021 Meeting

EAWA SPECIAL MEETING MINUTES
September 25, 2021 - 8:45 AM

1. CALL TO ORDER:

The EAWA Board meeting was held in the Meeting Room at 211 W. Hummelstown St. and was called to order at 8:45 AM by Dr. C. Dale Treese, Chairman. Members present: Jeff McCloud, Chuck Brewer, John O'Connell, and Rich Sheidy. Members absent: Keith Murphy and Rick Erb. Also present was Del Becker, Authority Manager. Other Attendees: None.

2. PUBLIC COMMENT: none

3. REPORTS:

- a. **Manager's Report** – Becker noted the legal notice for meeting appeared in 9/22 Elizabethtown Advocate.

i. **Meetings and Dates**

- a. Current meeting schedule is Work Session on 1st Wednesday and Regular Meeting on 2nd Monday. The consensus of the Board was to retain the meeting schedule for 2022.

ii. **Status of Operations Budget and Cash Flow** – Refer to:

- a. Monthly Cash Flow Summary and 2021 Draft Operations Budget with updated Revenue and Expenditures through September 22, 2021. Becker provided the Board with an estimated total for cash flow through the end of the year. Becker provided a draft Operations Budget and reviewed significant impacts on the budget that are currently anticipated. On Expenses, the primary impacts anticipated are inflationary pressure on salaries and materials and debt service increases to \$818,132.84 for 2022. Revenue on invested Authority funds will continue to be very low. Sheidy inquired if other bank account options were available. Becker indicated that interest paid is low across the board and at every institution.

b. Unanticipated 2021 Expenses

The primary impact to the Authority was the TTHM Issue and increased expenses due to customer notifications, lab analysis, and pretreatment chemicals There will be other expenses in 2022 to address a permanent solution to the issue including increased oversight costs and construction of improvements to the chlorination system.

c. Healthcare

- Benecon estimates slight decrease to slight increase for EAWA, up to 2%. Final rates obtained in October. Due to increased utilization of health care by employees, EAWA will likely receive a reduced rebate of premiums as a result.

iii. **Capital Budget and Facilities Update** – Status and potential future projects:

- a. Pipe Replacement Projects: Treese inquired if the delay in work had impacted planned work by the municipalities. Becker indicated it had not. The Market Street replacement on Market Street between College Ave and Arch Street will be completed prior to the Market Street repaving by PennDOT next year and is the last remaining piece of small diameter cast iron pipe on Market Street. Becker anticipates

that bid pricing will come in at higher levels than forecast previously due to the current bid and construction environment.

b. **Distribution and Treatment Facilities:** at the request of the Chairman, Becker stated that the 10 Year Capital Budget had been updated to include increased asset management of the storage tanks on a inspect every 5 years and paint/coat every tank on a 20 year cycle. He indicated that it was his feeling the Authority can manage this internally without hiring a company to manager the tanks as long as it is diligent and adheres to the schedule due to the good condition of the tanks. Adding an additional membrane treatment skid may be needed more quickly than anticipated in order to deliver the full plant output due to increased growth and water usage. A recent electrical issue at the Mount Joy Township Farmland facility with the failure of an electrical transformer was also discussed.

c. **Vehicles and Equipment:**

The next large equipment purchases are replacement of the older dump truck and the backhoe. It is likely that replacement to the backhoe can be deferred.

d. **Land Development Pending:**

<u>Development</u>	<u>EDUs Added</u>
StoneyBrook Phase 2	54
StoneyBrook Phase 3A	34
StoneyBrook Phase 3B & 4	114
Westbrooke Phase IV	221
Campus Road	482
Sheaffer Road	377
Raffensperger	86
Cloverleaf & Market	300+ ??
Total	1,668
Current Tapping Fee	\$3,300.00
Potential receipts	\$5,504,400.00

During the discussion, it is generally agreed that the amount of the projected growth and the timing of the additional developments is likely optimistic due to the magnitude of sewer capacity issues.

iv. **Billing / Rates**

a. A revised rate structure was discussed. Becker distributed a memo and discussed with the Board. He indicated that the rates thus far were preliminary but in the ballpark of what is needed regarding revenue in 2022. Billing would be based on meter size and amount of water used with the type of connection dictating the water usage fee. A primary difference in the new rate structure would be classifying all rental properties as commercial. Sheidy inquired if the additional residential construction would impact that the administrative services. Becker indicated it would but that recent changes to the billing process would minimize the impact. Typical quarterly fees were discussed for a range of typical customers. Becker said this analysis made it apparent that continuing the decreasing block rate structure is likely needed to minimize impact for large use customers. The Board indicated that the use of that type structure could continue but that the goal was to have one uniform rate for every gallon of water within 3 to 4 years. It is also important to educate our customers for the needed expenditures to ensure the integrity of the system and needed improvements and facilities replacements.

- b. **Fire Service:** a memo prepared by Becker indicated that the cost to the Authority for providing fire service is approximately \$350,000 per year based on an established relationship for population served and peak flows experienced by the system. Those costs are typically allocated to both private and public costs. He indicated that the inventory of private fire services needed to be updated in order to allocate costs for private service. He also stated that any charges for that type of service would fall on customers classified as Public such as the public schools and Elizabethtown College due to our customer base. McCloud stated that fire service could be thought of as another form of insurance. The consensus of the Board was to defer consideration of fire service charges at this time due to pending revisions in EAWA water fee structure. Sheidy inquired why fire flows were not metered for residents. Becker indicated that the meter was located in such a manner as to not interfere with the fire service to the building.

v. Capital Reserve Account Update

- a. Becker provided an update on the Current Balance and impact of expenditures on the balance and the minimum balance to be maintained;
- b. Propose sweep of all funds in excess of Operational Reserve of \$1,000,000 from Operating Fund to Capital Reserve at year's end as in years past and an aggregate increase of 4 to 4.5%.

vi. Act 205 Pension

- a. Balance as of 8/30/2021: \$424,103.80
- b. YTD Return: 8.39%
- c. Current investment objective has not changed: Income, with medium risk tolerance and a 5 to 10 year timeline and is subject to market fluctuations.
- d. Anticipated contribution for 2022: \$42,000+ (dependent upon final salary adjustments)

vii. Short-term Priorities;

Focus for 2022:

- Disinfection Byproducts
- Construction in advance of PennDOT work on Market Street
- Wages and Rates
- Continued update to standard practices and all manuals, including Design Standards.
- Succession Planning: training for junior staff has resumed. Identify additional fresher training for senior staff.

viii. Long-term Priorities;

- Disinfection Byproducts focus to avoid repeat of TTHM issue during warmer months
- Impacts of Climate Change: Becker indicated that the warming climate may impact Authority operations including potential need for pretreatment options not part of original plant design due to rising temperatures for source water and also impact on sustainability/reliability of water sources with extreme weather events.
- Customer growth: may accelerate need for 3rd membrane skid. The treatment capacity of each skid is 600 gallons per minute but this does not take into account the need to clean and perform maintenance which reduces the capacity.
- LCR compliance – Becker indicated this is a large multi-year effort that is just starting due to new regulatory compliance. Inventory of every service lateral must be

completed. Later required efforts will include increased testing and replacement of service connections.

- Capital Reserve Costs Impact

4. **UNFINISHED BUSINESS:** none

5. **NEW BUSINESS:** none

6. **BOARD MEMBER'S REMARKS:** McCloud indicated it was apparent to him that the inflationary impact on wages may be more than anticipated. Brewer asked in consideration had been given to additional Operation Staff.

7. **EXECUTIVE SESSION:** an executive session was held to discuss a personnel matter following adjournment of the meeting. No action was taken.

8. **ADJOURN: 12:11 PM**

Action: "That the Board adjourns the special meeting."

Motion: R Sheidy **Second:** C Brewer **APPROVED**

Respectfully submitted,

D. Becker, PE, Authority Manager

Approved at the 10/11/2021 Meeting

**EAWA WORK SESSION MINUTES
OCTOBER 6, 2021 - 6:30 PM**

1. **CALL TO ORDER:** The EAWA Board meeting was called to order at 6:30 P.M. by Dale Treese, Chairman. Members attended both in-person and remotely, present: Keith Murphy, Rich Sheidy, Jeff McCloud, John O'Connell, and Chuck Brewer. Also, present were: Del Becker, Authority Manager; Cindy Zawrotuk, Engineer; George Alspach, Solicitor; Jason Bock, Operations Manager; and Donna Bissinger, Admin Assistant. Not present: Michele Powl, Business Manager; and Rick Erb board member. Members of the Public: None
2. **PUBLIC COMMENT:** None
3. **REPORTS:**
 - a. **Manager's Report:**
 - i. **Update on Tropical Storm Ida damage repairs:** Becker updated the board on the repairs to the Spruce Street bridge and water line. Currently are waiting for the concrete to strengthen to finish the repairs
 - ii. **Personnel Qualifications** – Recognition of Andy Anderson for passing subclass Corrosion Control and Sequestering and Organic Removal exams;

Action: “That the Board recognizes the professional achievements of Andy Anderson and approves an increase in hourly rate of \$1.00 per hour.

Motion: K Murphy **Second:** C Brewer **APPROVED**
 - b. **Operations Manager's Report:** Bock briefed the board on his monthly report.
 - c. **Engineer's Report:** Zawrotuk provided recommendations to the authority manager for the Spruce Street damage. The plans for the Westbrooke development division were reviewed and provided to the developer. GHD will submit drawings early next week for the Market Street Water Main Project. Survey work from Arch Street to College Avenue has been completed and reviewed and they will be onsite tomorrow to visit the intake screens for the Plant Upgrade Project.
4. **UNFINISHED BUSINESS:**
 - i. **Lakeview Country Estates:** Update on interconnection request; Becker will schedule a meeting with all involved parties.
5. **NEW BUSINESS:** None
6. **BOARD MEMBER'S REMARKS:** None

7. **EXECUTIVE SESSION:** Meeting was adjourned for an executive session; no action was taken.

8. **ADJOURN: 6:58PM**

Action: "That the Board adjourns the work session meeting."

Motion: K Murphy **Second:** J McCloud **APPROVED**

Respectfully submitted,

D. Becker, PE, Authority Manager

Approved at the 11/8/2021 Meeting

**EAWA BOARD MEETING MINUTES
OCTOBER 11, 2021 - 6:30 PM**

1. CALL TO ORDER: The EAWA Board meeting was called to order at 6:30 P.M. by Dale Treese, Chairman. Members attended both in-person and remotely, present: Keith Murphy, Rich Sheidy, Jeff McCloud, John O'Connell and Chuck Brewer. Also, present were: Del Becker, Authority Manager; George Alspach, Solicitor; and Donna Bissinger, Admin Assistant. Not present: Rick Erb, Board Member; Jason Bock, Operations Manager; Cindy Zawrotuk, Engineer and Michele Powl, Business Manager. Members of the Public: None

2. PLEDGE OF ALLEGIANCE TO THE FLAG:

3. PUBLIC COMMENT: None

4. APPROVAL OF PREVIOUS MINUTES:

Action: "That the Board approves the WS Meeting Minutes of 9/1/2021, Board Meeting Minutes of 9/13/2021, and Special Meeting of 9/25/2021 as presented."

Motion: K Murphy **Second:** R Sheidy **Approved**

5. REPORTS:

a. Manager's Report:

- i. **N Poplar Street Bridge:** Stream bed stabilization bridge scour project for the Borough beneath the bridge has revealed exposed and unprotected water main. It has been recommended to encase EAWA's main and other pipes in concrete. The Borough has requested EAWA consider contributing \$1,500 to the \$8,000 total cost to encase the pipes. The consensus of the board is to contribute \$1,500.00.

b. Operations Manager's Report: Presented at the Work Session Meeting.

c. Engineer's Report: Presented at the Work Session Meeting.

d. Financial Reports:

- i. Paid Bills Detail (*Operating Fund*) (9/22/21) distributed with package (\$45,946.37 for balance);
- ii. Statement of *Operating* Revenues & Expenditures for period of SEPTEMBER YTD, distributed with package. Balance: \$2,131,008.41, Expenditures: \$127,961.46 & Income: \$62,827.68;

- iii. Statement of *Capital* Revenues & Expenditures for period of SEPTEMBER YTD, distributed with package. Balance: \$8,403,175.60, Expenditures: \$65,497.84 & Income: \$35,063.96.

Action: "That the Board accepts the SEPTEMBER Statement of Revenues & Expenditures (Actual vs. Budget)."

Motion: R Sheidy **Second:** K Murphy **Approved**

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS: None

8. BILLS PAYABLE: Refer to Unpaid Report;

Action: "That the Board pays bills listed on statement of Unpaid *Operating* Fund Bills Detail totaling \$48,172.95 (10/11/21) and Unpaid *Capital* Fund Bills Detail totaling \$23,024.37 (10/11/21)."

Motion: J McCloud **Second:** K Murphy **Approved**

9. BOARD MEMBER'S REMARKS: Brewer asked if any additional editing was needed for a draft letter from the previous week. Sheidy asked for clarification on the pipe size from Arch Street to College Ave.

10. EXECUTIVE SESSION: An executive session was called by Dr. Treese; no action was taken.

11. ADJOURN: 6:48 PM

Action: "That the Board adjourns the regular meeting."

Motion: R Sheidy **Second:** J McCloud **Approved**

Respectfully submitted,

D. Becker, PE, Authority Manager

Approved at 11/8/2021 Meeting



Elizabethtown Regional Sewer Authority Minutes

August 10, 2021

The Elizabethtown Regional Sewer Authority (ERSA) met at 6:30 PM at the public meeting room located at 235 Ersa Drive, Elizabethtown, PA with the following members in attendance: John O'Connell, Roger Snyder, Ken Shaffer, Rick Erb and Al Sollenberger. Dave Sweigart was absent. Also present were ERSA Manager, Nick Viscome; and Solicitor, George Alspach. Engineer, Byrne Remphrey was absent.

It was motioned by Snyder and seconded by Shaffer to approve the Minutes of the July 13, 2021 meeting. Motion approved.

Unfinished Business:

- A. Erik Harman, Ligh-Heigel & Associates, was present to discuss the owner of Sunoco's desire to install a drive through along the side and around the back of the store. There is a 30 foot right of way to the rear of the building. The drive would encroach 5 feet into the right of way and retaining wall (without footers) would need to be built. This would encroach 8-10 feet into the right of way leaving a separation of 12-14 feet to the actual sewer line. The Board discussed this issue and asked about proposed language that would discuss the owner's responsibility with regard to building within the right of way. The Board tabled this until Remphrey can review this issue.
- B. Viscome told the Board that the GASB 2099 report from the Pennsylvania Municipal Retirement System has finally arrived therefore the audit can be completed.
- C. Viscome informed the Board that he and Remphrey met with the Borough and HRG to discuss the latest analysis of the Radio Road interceptor. The purpose of the meeting was to ask us how much capacity we want to reserve in the interceptor. Remphrey and Viscome told the Borough that ERSA believes we already have 200 EDUs of capacity. HRG was told to add 150 EDUs to our existing 200 EDUs. HRG will take these numbers and come back with a price to add to our stated capacity.

New Business:

- A. Viscome received a letter from developer Bob Gruber which stated that he negotiated 5 deals on lots before the tapping fee was increased. This amounts to \$882.00 additional expense for each of the 5 lots. The Board discussed this and decided that they could not support the request.
- B. Viscome discussed the issue of when billing of a lot begins. Currently, we begin billing when the lateral is inspected. Alspach did some research and also reviewed our current rate resolution. Our current policy states "Sewer rates and other charges are imposed upon and shall be collected from the owner of each improved property which shall be connected with the Sewage Collection System, for use of the Sewage Collection System, whether such use shall be direct or indirect, which sewer rates and charges shall commence and shall be effective as of the date of connection of each such improved property to the sewage collection system, and shall be payable as provided herein." ERSA's current practice is similar to

a “ready to serve” fee. The “ready to serve” fee is charged whether or not water or sewer is used by the resident or business to cover maintenance of the systems and cost associated with management of the utility. The use of “ready to serve” is not a unique approach to operating a utility business. Discussion was held on ERSA’s current billing practice. A number of suggestions were offered which Viscome will research. The Board will revisit the issue once Viscome provides his findings.

Engineer Report:

Remphrey’s written report is quoted as follows:

- A. Bossler Rd No. 1 – The contractor executed closeout paperwork. Contractor and pump manufacturer representatives have performed the vast majority of the punch list and change order work. CDM Smith is currently reviewing final O&M manuals and anticipates closeout later this month.
- B. Miller Rd Pumping Station Expansion– CDM Smith is proceeding with the force main design and associated permit applications. As a start, the Authority is in receipt of the PennDOT HOP and PADEP GP-5, WQM and NPDES permits. CDM Smith completed its hydraulic evaluation of the site floodway and resubmitted the application for the Army Corps (ACOE) Joint permit on 5/14/21. CDM Smith was notified by ACOE that they’d be conducting a site visit in July, but no comments have been received to date. In addition, CDM Smith was recently notified by the Pennsylvania Historic and Museum Commission that the Childs property is listed on its register of historic sites. CDM Smith is currently pursuing the possibility of performing a Phase 1 archaeological survey along the proposed force main alignment, pending direction from ACOE. CDM Smith also submitted a package to West Donegal Township in May, which included zoning and code review applications. It appears Township representatives will authorize the project upon receipt of the Joint Permit. CDM Smith prepared a stormwater exemption form and submitted to the Township in early August.
- C. Hoffer Tract – CDM Smith evaluated offsite sewers that would be used to convey flow from the site to the Schwanger Road Pumping Station. CDM Smith finalized the evaluation, which has identified hydraulic bottlenecks along trunk A and issued a memorandum to the Authority and developer’s representatives. ERSA staff, its Solicitor and CDM Smith met with developer representatives on 7/29/21 to being negotiation of a developer’s agreement, and CDM Smith has since issued information to assist the developer’s engineer with sanitary sewer planning through PADEP.

Treasurer Report:

Shaffer reviewed the Revenues & Expenditures Budget Performance Summary Sheet. For total revenues for the year to date is at 98.4% however our net ordinary income is \$158,421 of our budget which amounts to 121.9%. Our cash position is at \$9,792,642 which is \$1,747,109 over budget largely due to funds that were not spent on the Miller Road Station project.

Bills Payable:

It was motioned by Snyder and seconded by O’Connell to approve the bills payable in the amount of \$155,030.05. Motion carried.

The meeting was adjourned 8:00 PM.



Elizabethtown Regional Sewer Authority Minutes

September 14, 2021

The Elizabethtown Regional Sewer Authority (ERSA) met at 6:30 PM at the public meeting room located at 235 Ersa Drive, Elizabethtown, PA with the following members in attendance: John O'Connell, Roger Snyder, Ken Shaffer, Rick Erb, Al Sollenberger and Dave Sweigart. Also present were ERSA Manager, Nick Viscome; Solicitor, George Alspach and Engineer, Byrne Remphrey.

Unfinished Business:

- A. Sean Carl & Phil Rudy presented the Audit for 2020. They discussed the Authority's Pension plan and told the Board that the plan is well funded. **It was motioned by Sweigart and seconded by Sollenberger to approve the 2020 Audit report. Motion carried.**
Viscome presented the Municipal Minimum Obligation worksheet which shows that the Authority did not have to contribute to the pension plan. **It was motioned by Sweigart and seconded by Sollenberger to approve the MMO presented by Viscome. Motion carried.**
- B. Brad Slaybaugh, owner of 2000 W Main Street (formerly Babbo's) presented a plan that showed the arrangement of storage buildings. There is a 30-foot sewer easement to the rear of the property. The owner wants to put removable storage units within the 30-foot easement. He told the Board that he would remove the portable units if ERSA ever needed to access the easement. The owner of the Sunoco station next to Babbo's wants to create a drive thru lane which would encroach on the 30-foot easement behind the building. This request was presented at the August meeting. The Board had a lengthy discussion on these two easement request. The Board concluded that they wanted to keep the easement clean of encroachments and denied both requests.

New Business:

- A. Viscome and Remphrey presented a sketch showing the layouts of the former Ridge Road campsite. The owner wants to install service on the 42 sites closest to the road. Since the 42 sites will house tiny homes which can only be occupied for a certain time (180 days) each year. The owners asked if ERSA would consider a 3:1 ratio- 3 homes = 1 EDU. It was noted that EAWA did approve this request. A formal agreement will have to be developed spelling out the tapping fees and the quarterly billing charges. The Board agreed with the 3:1.
- B. In preparation for the 2022 budget, Viscome telegraphed to the Board that he will be asking for a skid loader, three generators and a 4th operator. The Board wants to review justification for the items.
- C. Remphrey presented a plan showing his design for the Turnpike no 2 stations upgrade. Some of the costs will be borne by the Bishop Woods developers and some of the cost will be borne by ERSA. Remphrey apportioned these cost as listed below:

Developer share: \$264,000

Authority share: \$266,000

The next step is to meet with the Bishop Woods developers.

- D. Remphrey was contacted by the Borough because they want to upgrade the Oak Manor pump station and wanted to know if ERSA needs additional capacity in this station. Remphrey has analyzed the area and told the Board that ERSA does not need additional capacity in this station.
- E. Remphrey handed out the conclusion of a study he did for the Campus Road subdivision which contains 480 units. The study determined the best path for the development to go with sewer. Either pump north so it can flow by gravity to the Kiwanis interceptor or flow south to the Schwanger Road pump station. Some of the Campus Road subdivision will need to construct a pump station. It was Remphrey's recommendation that the sewage be pumped up to Groff Ave and onto the Kiwanis interceptor.

Engineer Report:

Remphrey's written report is quoted as follows:

- A. Bossler Rd No. 1 – The contractor returned executed closeout paperwork. Contractor and pump manufacturer representatives have performed the vast majority of the punchlist and change order work. CDM Smith informed the contractor of the need to reseed the lawn areas and anticipated completion this month.
- B. Miller Rd Pumping Station Expansion– CDM Smith completed its hydraulic evaluation of the site floodway and resubmitted the application for the Army Corps (ACOE) Joint permit on 5/14/21. The Authority received comments on 8/21/21, and CDM Smith discussed the comments with the review agencies and resubmitted in early September. In addition, CDM Smith was recently notified by the Pennsylvania Historic and Museum commission that the Childs property is listed on its register of historic sites. CDM Smith is currently pursuing the possibility of performing a Phase 1 archaeological survey along the proposed force main alignment, pending direction from ACOE.
- C. Lancaster Landfill – CDM Smith conducted an inspection of the Lancaster Landfill pre-treatment facilities currently operated by Waste Management (formerly Veolia) on 6/8/21, and landfill representatives coordinated additional wastewater testing, CDM Smith coordinated with ERSA and landfill staff to agree upon revised provisions for the permit and issued the permit on 9/10/21. CDM Smith also reminded the landfill that it reserves the right to access additional tapping fees should usage exceed its reserved capacity allocation.

Treasurer Report:

Shaffer highlighted his summary report discussing total revenues, administration expenses, wastewater collections/treatment and the status of our tapping fees. Also, we have \$9,673,449 in cash and investments which puts us \$1,535,722 over budget so far this year. **It was motioned by Snyder and seconded by Sollenberger to approve the treasurer's report. Motion carried.**

Bills Payable:

It was motioned by Snyder and seconded by Sollenberger to approve the bills payable in the amount of \$281,843.55. Motion carried.

The meeting was adjourned 8:20 PM.

October 28, 2021

Mount Joy Township

c/o: Mrs. Patricia Bailey
8853 Elizabethtown Road
Elizabethtown, PA 17022

RE: Sewage Enforcement Officer (SEO) Report for July thru September '21 7/1/21 – 9/30/21)

Dear Supervisors,

Attached is the written SEO Report for July thru September 2021. This executive summary describes the general activities for the month. The report includes attachments summarizing the permits, sewage planning and active regulatory malfunctions to date. If you need any additional information on the activities included in the report or attachments, it can be provided. The information and attachments included in this month's report include the following:

- Executive Summary (included in the text of this report).
- Attachment 1 – Open Permit Spreadsheet (planning activity is included in this report).
- Attachment 2 – Closed Permit Spreadsheet (2021).

Executive Summary of SEO duties (Details can be provided upon request)

- ***Permits*** (Attachments 1 & 2 – Open & Closed Permit Spreadsheets)
 - These reports are included to fully inform the board of a resident's progress regarding the process of permitting and/or sewage planning. Attachment 1 is a tally of all open projects and Attachment 2 is a tally that only includes the closed projects for the current calendar year.
- ***Administrative***
 - Updated Permits and Planning Spreadsheets to actively monitor, report, and follow-up on all active projects.
 - Tracking all billable time and duties on DEP SEO Time & Activity Report to facilitate DEP reimbursement.
 - Handling all Township SEO invoices to residents and payment processing.



I am striving to serve the Township and its residents while maintaining a good working relationship with PA DEP. Please feel free to contact me at any time with any questions, comments, or concerns; my cell phone number is (717) 989-8439.

Respectfully,
Spencer SEO Services, LLC.
Mount Joy Township Sewage Enforcement Officer



Len Spencer, SEO

Enclosures (as listed above)



ATTACHMENT No. 1 - ACTIVE TOWNSHIP SEWER PERMITS

(PRIOR TO FINAL SYSTEM INSPECTION)

Friday, October 1, 2021

Project Location	Applicant Name	Permit Type		Permit Application # & Date Assigned		Soils Testing	Perc Testing	Permit Issued	Inspection	Inspection	Final Inspect
508 North Plum Street	Howard Boyde	New (R?)	Complete System	Z194610	N/A	7/16/18	7/18/18	9/30/18			
3085 Mt Pleasant Road	Jesse Jones	Repair (R?)	Complete System	Z204747	N/A	12/12/18	12/13/18				
314 Ridgeview Road South	Steve Alleman (Executor)	Repair (R?)	Complete System	Z204722	N/A	3/14/19	3/16/19				
330 Sunnyburn Road	Dave Martin	Repair (R?)	Complete System	Z209596	N/A	5/7/19	5/16/19				
262 Ridgeview Road	Stephen Alleman	Repair (RA)	Complete System	Z204772	N/A	3/14/19	3/16/19	5/3/19			
53 Tweno Drive	Trevor Eby	New	Complete System	Z209674	N/A	5/5/04	5/17/04	9/23/19			
Lot #1 Greentree Road	Neil Messick	New (RC)	Complete System	Z214161	N/A	10/15/19	10/18/19	9/2/20			
1074 Bellaire Road	Kristy & Alex Hillebrand	Repair (RC)	Septic Tank	Z175983	N/A	N/A	N/A	6/18/20			
9555 Elizabethtown Road	Etown Self Storage	New (CC)	Holding Tank	Z195104	N/A	N/A	N/A	6/22/20			
1775 Ridge Road	Jeff Ebersole	Mod. (RA)	Complete System	Z147892	N/A	N/A	N/A	8/9/20			
1449 Country Squire Road	Isaac Byler	Repair (R-)	Complete System	Z230788	N/A	9/8/20	10/15/20	2/12/21			
796 Hereford Road	Matt Umbrell	Mod. (RC)	Complete System	Z230793	N/A	9/17/20	10/7/20				
Lot #5 Ridge Road	Walter Knight	New (R-)	Complete System	Z228441	N/A	5/3/19	5/9/19	12/9/20			
1789 R Cloverleaf Road	Ralph Ellenberger	Repair (R-)	Complete System	Z228439	N/A	10/28/20	11/7/20	1/11/21			
2113 Cloverleaf Road	Kenneth Piersol	Repair (R-)	Complete System	Z230806	N/A	12/9/20	unsuitable soils				
1533 Harrisburg Pike	Carol Thomas	Repair (R-)	Complete System	Z230809	N/A						
2772 Milton Grove Road	Joe Gagliano	Repair (R-)	Complete System	Z230815	1/3/21	1/7/21	1/19/21				
1614 Milton Grove Road	Josh Mellott	Planning	Subdivision	N/A	N/A	1/11/21					
643 Ridgeview Road	Jean Hynicker	Repair (R-)	Complete System	Z230814	1/7/21	1/8/21	3/12/21				
2126 Risser Mill Road	Ed Hughes	New (RC)	Complete System	Z230822	3/10/21	4/16/21					

"Type of Permit" Abbreviation Definitions (from DEP sewer permit application)

NEW: Construct an individual or community onlot sewage system where there has never been any type of sewage system. (Planning)

MOD: (Modification) To make structural changes to the current onlot sewage system design for any purpose other than to effect a repair.

REPAIR: To repair, replace or alter any component, combination of components of an individual or community onlot sewage system that are not working or are in need of repair to properly function.

Subcategory for DEP Central Office:

Residential Conventional (RC)

Residential Alternate (RA)

Commercial Conventional (CC)

Commercial Alternate (CA)

Incident Date between 2021-10-01 and 2021-11-01



Northwest EMS Zone Breakdown Report for October 2021

Zone Breakdown

Zone	Calls
	2
Cumberland - Mechanicsburg Borough (21804)	1
Dauphin- Conewago Township (22910)	9
Dauphin- Derry Township (22912)	3
Dauphin- Londonderry Township (22920)	9
Dauphin- Middletown Borough (22002)	2
Lancaster - West Cocalico Township (82728)	2
Lancaster- Clay Township (36917)	18
Lancaster- Columbia Borough (36002)	28
Lancaster- Conoy Township (36920)	17
Lancaster- East Donegal Township (36925)	66
Lancaster- East Hempfield Township (36928)	11
Lancaster- East Petersburg Borough (36930)	1
Lancaster- Elizabeth Township (36932)	17
Lancaster- Elizabethtown Borough (36803)	151
Lancaster- Ephrata Borough (36804)	5
Lancaster- Lancaster City (36001)	15
Lancaster- Lititz Borough (36806)	7
Lancaster- Manheim Borough (36807)	48
Lancaster- Manheim Township (36937)	4
Lancaster- Manor Township (36938)	4
Lancaster- Marietta Borough (36939)	31
Lancaster- Mount Joy Borough (36809)	36
Lancaster- Mount Joy Township (36942)	85
Lancaster- Mountville Borough (52016)	1
Lancaster- Penn Township (36944)	79
Lancaster- Rapho Township (36948)	63
Lancaster- Warwick Township (36955)	13
Lancaster- West Donegal Township (36958)	106
Lancaster- West Hempfield Township (36960)	16
Lebanon - Cornwall Borough (38908)	3

Lebanon - Heidelberg Township	4
Lebanon - Millcreek Township (49560)	1
Lebanon- Lebanon City (38001)	2
Lebanon- North Cornwall Township (54928)	2
Lebanon- South Lebanon Township (38921)	3
Lebanon- South Londonderry Township (38922)	4
Lebanon- West Cornwall Township (38925)	2
York - Lower Windsor Township (45152)	3
York- Hellam Township (67929)	5
York- Wrightsville Borough (67968)	3
	Total 882

Incident Date between 2021-01-01 and 2021-11-01



Northwest EMS Zone Breakdown Report for January – October 2021 YTD

Zone Breakdown

Zone	Calls
	28
Cumberland - Hampden Township (21910)	1
Cumberland - Mechanicsburg Borough (21804)	2
Dauphin- Conewago Township (22910)	60
Dauphin- Derry Township (22912)	113
Dauphin- Londonderry Township (22920)	88
Dauphin- Lower Paxton Township (22921)	1
Dauphin- Lower Swatara Township (22922)	2
Dauphin- Middletown Borough (22002)	6
Lancaster - Denver Borough (18888)	1
Lancaster - East Cocalico Township (20984)	1
Lancaster - Ephrata Township (23840)	6
Lancaster - West Cocalico Township (82728)	11
Lancaster- Clay Township (36917)	149
Lancaster- Columbia Borough (36002)	250
Lancaster- Conoy Township (36920)	220
Lancaster- East Donegal Township (36925)	549
Lancaster- East Hempfield Township (36928)	128
Lancaster- East Petersburg Borough (36930)	16
Lancaster- Elizabeth Township (36932)	152
Lancaster- Elizabethtown Borough (36803)	1216
Lancaster- Ephrata Borough (36804)	20
Lancaster- Lancaster City (36001)	140
Lancaster- Lititz Borough (36806)	38
Lancaster- Manheim Borough (36807)	436
Lancaster- Manheim Township (36937)	12
Lancaster- Manor Township (36938)	13
Lancaster- Marietta Borough (36939)	232
Lancaster- Mount Joy Borough (36809)	295
Lancaster- Mount Joy Township (36942)	773

Lancaster- Mountville Borough (52016)	9
Lancaster- Penn Township (36944)	697
Lancaster- Rapho Township (36948)	553
Lancaster- Warwick Township (36955)	57
Lancaster- West Donegal Township (36958)	1096
Lancaster- West Hempfield Township (36960)	67
Lancaster- West Lampeter Township (83256)	1
Lebanon - Cornwall Borough (38908)	9
Lebanon - Heidelberg Township	29
Lebanon - Millcreek Township (49560)	4
Lebanon - Myerstown Borough (52488)	3
Lebanon- Lebanon City (38001)	12
Lebanon- North Cornwall Township (54928)	4
Lebanon- South Lebanon Township (38921)	8
Lebanon- South Londonderry Township (38922)	11
Lebanon- West Cornwall Township (38925)	10
York - Lower Windsor Township (45152)	12
York- Hellam Township (67929)	22
York- Spring Garden Township (67003)	1
York- Wrightsville Borough (67968)	37
York- York City (67001)	1
	Total 7602



ELIZABETHTOWN

Incidents By Census Tract

October 2021

Census Tract	Count	Pct of Incidents
41 . WRIGHTSVILLE BOROUGH	1	1.51 %
CT CONOY TOWNSHIP	3	4.54 %
CWT CONEWAGO TOWNSHIP	5	7.57 %
ETB ELIZABETHTOWN BOROUGH	27	40.90 %
MJT MOUNT JOY TOWNSHIP	11	16.66 %
MTB MIDDLETOWN BOROUGH	4	6.06 %
WDT WEST DONEGAL TOWNSHIP	15	22.72 %
Total Incident Count:	66	



ELIZABETHTOWN

Monthly Report

October 2021

Category	Current Month		Year-to-Date	
	Count	Staff Hrs	Count	Staff Hrs
Fire Alarm Situations				
Accident, potential accident	2	2.16	33	82.37
Animal problem or rescue	0	0.00	1	2.96
Attempted burning, illegal action	0	0.00	1	1.10
Combustible/flammable spills & leaks	1	1.72	15	97.15
Controlled burning	2	481.22	20	483.19
Cover assignment, standby at fire station, move-up	0	0.00	17	1,830.96
Dispatched and cancelled en route	10	7.67	81	71.77
Electrical wiring/equipment problem	0	0.00	16	87.53
Emergency medical service (EMS) Incident	8	18.41	63	183.93
Extrication, rescue	1	4.29	8	96.20
False alarm and false call, Other	0	0.00	4	5.60
Fire in mobile property used as a fixed structure	0	0.00	1	21.89
Good intent call, Other	1	2.64	9	26.30
Lock-In	0	0.00	2	2.16
Malicious, mischievous false alarm	0	0.00	3	9.06
Medical assist	5	6.00	47	72.08
Mobile property (vehicle) fire	2	51.90	3	55.05
Natural vegetation fire	0	0.00	6	57.63
Outside rubbish fire	0	0.00	4	17.63
Person in distress	1	0.36	1	0.36
Public service assistance	15	41.75	83	398.35
Rescue, emergency medical call (EMS), other	0	0.00	1	0.11
Service call, Other	0	0.00	3	5.44
Severe Weather & Natural Disaster - Specified	0	0.00	1	1.15
Steam, Other gas mistaken for smoke	2	9.54	21	75.10
Structure Fire	0	0.00	29	526.60
System or detector malfunction	6	10.04	84	386.04
Unauthorized burning	0	0.00	1	4.56
Unintentional system/detector operation (no fire)	6	9.71	23	35.93
Water or ice-related rescue	2	25.52	3	50.36
Water problem	0	0.00	5	16.35
Wrong location, no emergency found	2	4.81	5	9.02
	66	677.74	594	4,713.93
Training				
2021 BLOOD BORN PATHOGEN	0	0.00	2	6.00
2021 SCBA FIT TEST	0	0.00	7	0.00
2021 SCBA PHYSICAL TEST	0	0.00	14	0.00
ADVANCED FIRE POLICE	0	0.00	1	16.00

* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.



ELIZABETHTOWN

Monthly Report

October 2021

Category	Current Month		Year-to-Date	
	Count	Staff Hrs	Count	Staff Hrs
Training				
BASIC FIRE POLICE	0	0.00	1	16.00
C-SPACE AWARENESS	0	0.00	1	4.00
CPR HEALTH CARE PROVIDER	0	0.00	21	84.00
DELMAR HAZMAT AWARENESS	0	0.00	1	8.00
EMERGENCY MEDICAL TECHNICIAN	1	220.00	1	220.00
ENGINE 74-1 DRIVER QUALIFICATION	0	0.00	1	0.00
ENGINE 74-2 DRIVER QUALIFICATION	0	0.00	1	0.00
ENGINE 74-2 QUALIFICATION	1	0.00	2	0.00
FIRE DYNAMICS: FUNDAMENTALS	0	0.00	2	6.00
FIRE DYNAMICS: STRATEGY AND TACTICS	0	0.00	1	3.00
FORCIBLE ENTRY	0	0.00	2	32.00
HAZARDOUS MATERIALS AWARENESS LEVEL 472	0	0.00	2	14.00
HAZARDOUS MATERIALS AWARENESS REFRESHER	0	0.00	2	12.00
HEARTSAVER FIRST AID	0	0.00	13	39.00
IN HOUSE DRIVER TRAINING	0	0.00	14	27.00
INCIDENT SAFETY OFFICER	0	0.00	1	16.00
INTRO TO THE FIRE SERVICE	0	0.00	1	16.00
Life Lion Landing Safety	0	0.00	1	3.00
MISC FIRE RELATED COURSE	4	96.00	7	120.00
MISC IN-HOUSE TRAINING	28	52.00	265	695.96
MISCELLANEOUS DRIVER COURSE	0	0.00	2	16.00
MISCELLANEOUS HAZMAT	0	0.00	5	10.00
MISCELLANEOUS RESCUE SEMINAR	0	0.00	1	2.00
MISCELLANEOUS SEMINAR	0	0.00	1	4.00
NFPA 1001: FIREFIGHTER I	0	0.00	1	5.00
NFPA 1002: DRIVER/OPERATOR AERIAL	0	0.00	1	5.00
NFPA 1002: DRIVER/OPERATOR PUMPER	0	0.00	1	5.00
NFPA 1021: FIRE COMPANY OFFICER I	0	0.00	2	10.00
NFPA 1041: FIRE INSTRUCTOR I	0	0.00	2	10.00
NFPA 472: HAZMAT AWARENESS	0	0.00	2	10.00
NIMS 100	0	0.00	2	8.00
NIMS 200	0	0.00	2	8.00
NIMS 300	0	0.00	1	24.00
NIMS 700	0	0.00	2	6.00
NIMS 800	0	0.00	2	6.00
NON-COMBUSTIBLE BUILDING CONST	0	0.00	1	16.00
OPERATIONS LEVEL ANNUAL REFRESHER TRAINING	0	0.00	1	6.00
PA DOH EMT	1	5.00	3	15.00
PA DOH VEHICLE RESCUE TECHNICIAN	0	0.00	2	10.00

* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.



ELIZABETHTOWN

Monthly Report

October 2021

Category	Current Month		Year-to-Date	
	Count	Staff Hrs	Count	Staff Hrs
Training				
PASSENGER TRAIN EMERGENCY RESPONSE	0	0.00	2	8.00
PUMP OPERATIONS I	0	0.00	1	16.00
PUMP OPERATIONS II	0	0.00	1	16.00
ROPE / HIGH ANGLE RESCUE II	0	0.00	2	32.00
ROPE / HIGH ANGLE RESCUE III	0	0.00	1	16.00
ROPES & RIGGING	0	0.00	1	16.00
STRUCTURAL BURN SESSION	0	0.00	1	16.00
TRUCK COMPANY OPS I	0	0.00	1	16.00
TRUCK COMPANY OPS II	0	0.00	1	16.00
VEHICLE RESCUE AWARENESS (NFPA 1670)	0	0.00	1	24.00
VEHICLE RESCUE OPERATIONS (NFPA 1670)	0	0.00	1	20.00
	35	373.00	411	1,709.96

* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

Rheems Fire Department

Rheems, PA

This report was generated on 11/5/2021 10:06:14 AM



Total Manhours per Activity Code for Date Range

StartDate: 10/01/2021 | EndDate: 10/31/2021

ACTIVITY CODE	# DAYBOOK ITEMS	# PEOPLE	HOURS	MANHOURS	% TOTAL TIME
RFD001 - Response to Alarms	72	183	44.35	106.18	24.03%
RFD002 - Training - In House	3	41	8.50	117.50	26.59%
RFD003 - Training - Certified	9	9	61.00	61.00	13.80%
RFD009 - Public Relations	2	25	5.50	69.50	15.73%
RFD014 - Administration	19	46	33.75	87.75	19.86%
TOTAL	105	304	153.10	441.93	

Displays Manhours For each Activity Code, Summed up for all the Personnel for Each Date in the Specified Date Range. Includes only Active Activity Codes.



Rheems Fire Department

Rheems, PA

This report was generated on 11/5/2021 10:08:04 AM



Incident Address and Type for Date Range (Landscape)

Incident Status(s): All Incident Statuses | Start Date: 10/01/2021 | End Date: 10/31/2021

INCIDENT #	DATE	LOCATION TYPE	ADDRESS	INCIDENT TYPE	ALARM	CLEARED SCENE
2021-181	10/03/2021		1284 S Market ST , West Donegal (Township of), PA, 17022	Gas leak (natural gas or LPG)	10/03/2021 13:59	10/03/2021 14:00
2021-182	10/03/2021		1500 SCHWANGER RD / ROUTE 283 W/HOMESTEAD RD, Mount Joy (Township of), PA, 17552	Motor vehicle accident with injuries	10/03/2021 19:08	10/03/2021 20:11
2021-183	10/04/2021	Intersection	MERTS DR / CAMPUS RD, Mount Joy (Township of), PA, 17022	Motor vehicle accident with injuries	10/04/2021 18:14	10/04/2021 18:52
2021-184	10/06/2021	Intersection	CLOVERLEAF RD / W MAIN ST, Mount Joy (Township of), PA, 17022	Motor vehicle accident with injuries	10/06/2021 12:29	10/06/2021 13:04
2021-185	10/07/2021		141 HEISEY AVE / BROAD ST/CAMERON ST, West Donegal (Township of), PA, 17022	Malicious, mischievous false call, other	10/07/2021 14:00	10/07/2021 14:06
2021-186	10/07/2021		21 S MARKET ST / E HIGH ST/VINE ALY, Elizabethtown, PA, 17022	Building fire	10/07/2021 16:29	10/07/2021 16:33
2021-187	10/10/2021		251 SCOTT AVE / RHODA AVE/NOLT RD, West Donegal (Township of), PA, 17552	Medical assist, assist EMS crew	10/10/2021 06:53	10/10/2021 07:39
2021-188	10/10/2021	Intersection	ANCHOR RD / HEISEY QUARRY RD, Mount Joy (Township of), PA, 17022	Hazardous condition, other	10/10/2021 17:17	10/10/2021 18:11
2021-189	10/11/2021	Intersection	CAMPUS RD / SCHWANGER RD, Mount Joy (Township of), PA, 17022	Motor vehicle accident with injuries	10/11/2021 18:33	10/11/2021 19:27
2021-190	10/12/2021		1278 S MARKET ST / GROFF AVE/CAREY LN, West Donegal (Township of), PA, 17022	Gas leak (natural gas or LPG)	10/12/2021 19:40	10/12/2021 20:54
2021-191	10/12/2021		600 S HANOVER ST / E ARCH ST/FIG ALY, Elizabethtown, PA, 17022	Carbon monoxide incident	10/12/2021 20:54	10/12/2021 20:54
2021-192	10/12/2021		1278 S MARKET ST / GROFF AVE/CAREY LN, West Donegal (Township of), PA, 17022	Motor vehicle accident with injuries	10/12/2021 20:54	10/12/2021 21:56
2021-193	10/13/2021		23 OAK KNOLL DR , Conewago (Township of), PA, 17022	Gas leak (natural gas or LPG)	10/13/2021 11:37	10/13/2021 11:53
2021-194	10/13/2021	Intersection	W MAIN ST / CLOVERLEAF RD, Mount Joy (Township of), PA, 17022	Motor vehicle accident with no injuries.	10/13/2021 18:15	10/13/2021 18:19
2021-195	10/14/2021		1669 CLOVERLEAF RD / GREENTREE RD/MILTON GROVE RD, Mount Joy (Township of), PA, 17552	Smoke scare, odor of smoke	10/14/2021 17:58	10/14/2021 18:17
2021-196	10/16/2021		1371 BOSSLER RD / MAYTOWN RD/HAUNSTEIN RD, West Donegal (Township of), PA, 17022	Cultivated grain or crop fire	10/16/2021 12:13	10/16/2021 13:34
2021-197	10/16/2021		1858 HARRISBURG AVE / BRADFIELD DR/BRETT BLVD, West Donegal (Township of), PA, 17552	Arcing, shorted electrical equipment	10/16/2021 18:58	10/16/2021 19:46
2021-198	10/18/2021		124 283 RT W / MOUNT GRETNA RD/ELIZABETHTOWN, Mount Joy (Township of), PA, 17022	Motor vehicle accident with injuries	10/18/2021 06:46	10/18/2021 07:08
2021-199	10/20/2021		OLD HERSHEY RD , Mount Joy (Township of), PA, 17022	Passenger vehicle fire	10/20/2021 09:42	10/20/2021 10:37
2021-200	10/22/2021		2725 MILTON GROVE RD / VALLEYVIEW RD/CLOVERLEAF RD, Mount Joy (Township of), PA, 17552	Medical assist, assist EMS crew	10/22/2021 15:26	10/22/2021 16:07
2021-201	10/22/2021		748 AMOSITE RD / POPLAR LN/BOSSLER RD, West Donegal (Township of), PA, 17022	Passenger vehicle fire	10/22/2021 23:34	10/23/2021 00:16
2021-202	10/27/2021		168 283 RT W / SNYDER RD/RISSERMILL RD, Mount Joy (Township of), PA, 17552	Motor vehicle accident with no injuries.	10/27/2021 14:35	10/27/2021 14:43
2021-203	10/28/2021		409 ABERDEEN RD / MILL RD/FAITH AVE, Mount Joy (Township of), PA, 17022	Building fire	10/28/2021 23:17	10/28/2021 23:37
2021-204	10/29/2021		175 283 RT W / SNYDER RD/RISSERMILL RD, Mount Joy (Township of), PA, 17552	Motor vehicle accident with no injuries.	10/29/2021 16:28	10/29/2021 16:37

Location Type is only filled in when it is marked Intersection, Directions, or National Grid on Basic Info 3.



Rheems Fire Department

Rheems, PA

This report was generated on 11/5/2021 10:07:04 AM



Incident Type per Municipality for Date Range

Start Date: 10/01/2021 | End Date: 10/31/2021

INCIDENT TYPE	# INCIDENTS
Municipality: CONEWAGO (TOWNSHIP OF)	
412 - Gas leak (natural gas or LPG)	1
# Incidents for Conewago (Township of):	1

Municipality: ELIZABETHTOWN	
111 - Building fire	1
424 - Carbon monoxide incident	1
# Incidents for Elizabethtown:	2

Municipality: MOUNT JOY (TOWNSHIP OF)	
111 - Building fire	1
131 - Passenger vehicle fire	1
311 - Medical assist, assist EMS crew	1
322 - Motor vehicle accident with injuries	5
324 - Motor vehicle accident with no injuries.	3
400 - Hazardous condition, other	1
651 - Smoke scare, odor of smoke	1
# Incidents for Mount Joy (Township of):	13

Municipality: WEST DONEGAL (TOWNSHIP OF)	
131 - Passenger vehicle fire	1
171 - Cultivated grain or crop fire	1
311 - Medical assist, assist EMS crew	1
322 - Motor vehicle accident with injuries	1
412 - Gas leak (natural gas or LPG)	2
445 - Arcing, shorted electrical equipment	1
710 - Malicious, mischievous false call, other	1
# Incidents for West Donegal (Township of):	8

MUNICIPALITY data comes from the Basic Info 3 screen of an incident. Only REVIEWED incidents included.



FDMJ Monthly Incident Report Summary

September 2021

Responded to **52 alarms** for the month of September 2021 – **405 total alarms** for year as of 9/30/21

Time in service for month: **33 hours and 43 minutes**

Average manpower per incident: **8 members per call for month - (6a-4p 22 calls/4 members per call)**

Total Man-hours: **282 hours & 27 minutes**

Calls by Municipality First Due: 32 first due alarms – 20 mutual aid alarms

- Mount Joy Borough - 15
- Rapho Township - 11
- Mount Joy Township - 2
- East Donegal Township - 4

Apparatus used

- Engine 75-1 - 13
- Engine 75-2 - 18
- Truck 75 - 12
- Squad 75-1 - 7
- Traffic 75 - 9
- Duty Chief Vehicle - 17
- Duty Officer Vehicle - 13

Property pre-incident value: \$ 3,400.00

Property fire loss: \$ 3,400.00

Property post incident saved: \$ 0.00

2021 FDMJ responds to a call every 16 hours & 17 min

Total Training hours of 24 members trained for 292 hours & 30 min

Fire Prevention Details – no fire prevention details for the month

Community Service Details for the month – 2 fire police events, 1 standby and 9/11 wreath laying ceremony in memorial of the 20th anniversary of 9/11/01 terrorist attacks on the United States of America

Notable First Due Calls:

- 9/8/21 - Vehicle fire – Terrace Road - MJT – fire loss
- 9/18/21 - Vehicle fire – Mount Pleasant Road - RT – fire loss

Fire Department Mount Joy

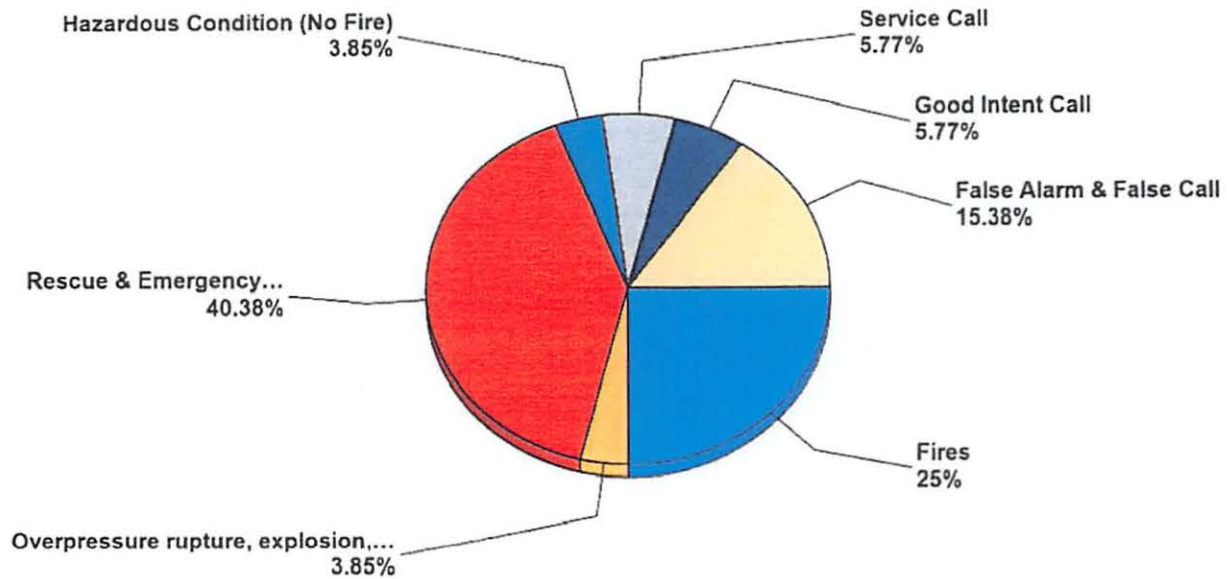


Mount Joy, PA

This report was generated on 10/13/2021 6:06:09 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2021 | End Date: 09/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	13	25%
Overpressure rupture, explosion, overheating - no fire	2	3.85%
Rescue & Emergency Medical Service	21	40.38%
Hazardous Condition (No Fire)	2	3.85%
Service Call	3	5.77%
Good Intent Call	3	5.77%
False Alarm & False Call	8	15.38%
TOTAL	52	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	10	19.23%
131 - Passenger vehicle fire	3	5.77%
251 - Excessive heat, scorch burns with no ignition	2	3.85%
311 - Medical assist, assist EMS crew	7	13.46%
321 - EMS call, excluding vehicle accident with injury	1	1.92%
322 - Motor vehicle accident with injuries	8	15.38%
324 - Motor vehicle accident with no injuries.	5	9.62%
424 - Carbon monoxide incident	1	1.92%
444 - Power line down	1	1.92%
551 - Assist police or other governmental agency	2	3.85%
571 - Cover assignment, standby, moveup	1	1.92%
651 - Smoke scare, odor of smoke	3	5.77%
730 - System malfunction, other	1	1.92%
735 - Alarm system sounded due to malfunction	2	3.85%
736 - CO detector activation due to malfunction	1	1.92%
741 - Sprinkler activation, no fire - unintentional	1	1.92%
742 - Extinguishing system activation	1	1.92%
743 - Smoke detector activation, no fire - unintentional	1	1.92%
745 - Alarm system activation, no fire - unintentional	1	1.92%
TOTAL INCIDENTS:	52	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



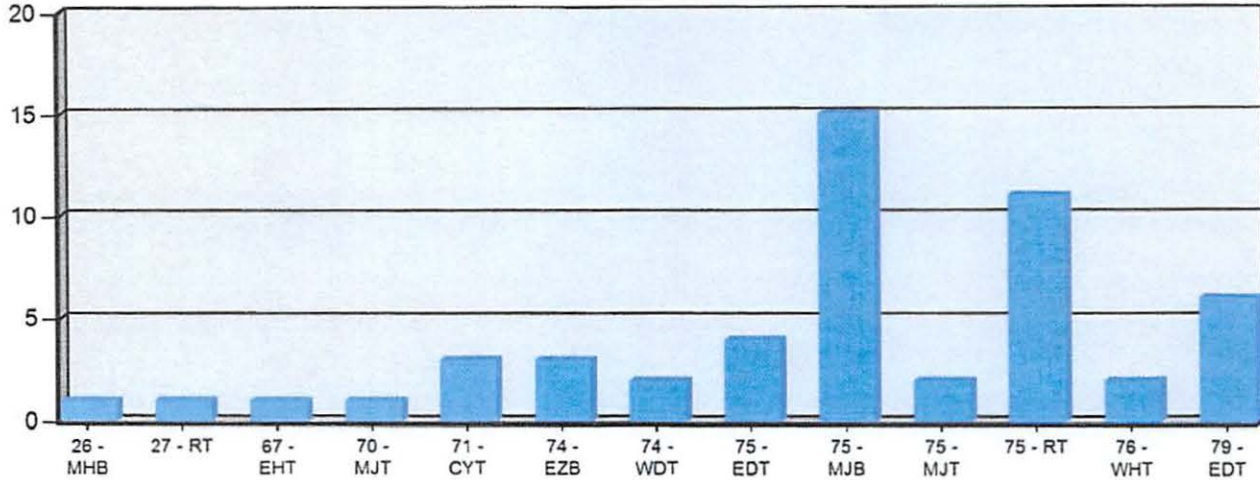
Fire Department Mount Joy

Mount Joy, PA

This report was generated on 10/13/2021 6:04:50 PM

Incident Count per Zone for Date Range

Start Date: 09/01/2021 | End Date: 09/30/2021



ZONE	# INCIDENTS
26 - MHB - 26 Manheim Borough	1
27 - RT - 27 Rapho Township	1
67 - EHT - 67 East Hempfield Township	1
70 - MJT - 70 Mount Joy Township	1
71 - CYT - 71 Conoy Township	3
74 - EZB - 74 Elizabethtown Borough	3
74 - WDT - 74 West Donegal Township	2
75 - EDT - 75 East Donegal Township	4
75 - MJB - 75 Mount Joy Borough	15
75 - MJT - 75 Mount Joy Township	2
75 - RT - 75 Rapho Township	11
76 - WHT - 76 West Hempfield Township	2
79 - EDT - 79 East Donegal Township	6

TOTAL: 52

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Archived Zones cannot be unarchived.



Fire Department Mount Joy

Mount Joy, PA

This report was generated on 10/13/2021 6:05:21 PM

Incident Statistics

Zone(s): All Zones | Start Date: 09/01/2021 | End Date: 09/30/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		21	
FIRE		31	
TOTAL		52	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$3,400.00		\$3,400.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
736 - CO detector activation due to malfunction		1	
TOTAL		2	
MUTUAL AID			
Aid Type		Total	
Aid Given		21	
Aid Received		7	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
13		25	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 75	0:08:38	0:08:18	
AVERAGE FOR ALL CALLS		0:10:13	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 75	0:04:28	0:04:07	
AVERAGE FOR ALL CALLS		0:05:08	
AGENCY	AVERAGE TIME ON SCENE (MM:SS)		
Fire Department Mount Joy	38:59		

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.



Fire Department Mount Joy



Mount Joy, PA

This report was generated on 10/13/2021 6:11:08 PM

Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 09/01/2021 | End Date: 09/30/2021

ZONE	INCIDENT COUNT	MAN-HOURS
26 - MHB - 26 Manheim Borough	1	0:50
27 - RT - 27 Rapho Township	1	2:27
67 - EHT - 67 East Hempfield Township	1	2:17
70 - MJT - 70 Mount Joy Township	1	2:37
71 - CYT - 71 Conoy Township	3	142:18
74 - EZB - 74 Elizabethtown Borough	3	10:17
74 - WDT - 74 West Donegal Township	2	10:19
75 - EDT - 75 East Donegal Township	4	7:11
75 - MJB - 75 Mount Joy Borough	15	36:47
75 - MJT - 75 Mount Joy Township	2	18:55
75 - RT - 75 Rapho Township	11	35:08
76 - WHT - 76 West Hempfield Township	2	4:12
79 - EDT - 79 East Donegal Township	6	9:28
TOTAL	52	282:47

NOTE that this report takes into consideration ONLY those Personnel that are associated with an Apparatus, and that only Reviewed incidents are included in the counts.



Fire Department Mount Joy

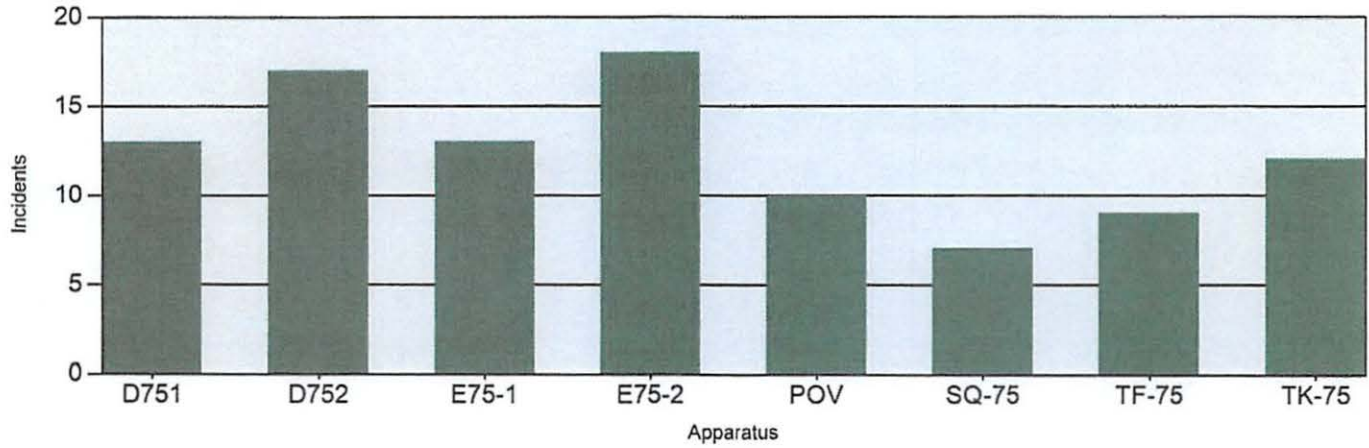


Mount Joy, PA

This report was generated on 10/13/2021 6:09:15 PM

Incident Count per Apparatus for Date Range

Start Date: 09/01/2021 | End Date: 09/30/2021



APPARATUS	# of INCIDENTS
D751	13
D752	17
E75-1	13
E75-2	18
POV	10
SQ-75	7
TF-75	9
TK-75	12

Canceled apparatus (per the THIS APPARATUS WAS CANCELLED checkbox on Basic Info 4) not included. Only REVIEWED incidents included.



Fire Department Mount Joy



Mount Joy, PA

This report was generated on 10/13/2021 6:11:48 PM

Losses for Date Range

Start Date: 09/01/2021 | End Date: 09/30/2021

TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
2	\$3,200.00	\$200.00	\$3,400.00	\$1,700.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2021-362	09/08/2021	131 - Passenger vehicle fire	\$3,000.00	\$200.00	\$3,200.00	94.12%
2021-395	09/25/2021	251 - Excessive heat, scorch burns with no ignition	\$200.00	\$0.00	\$200.00	5.88%

Only REVIEWED incidents included



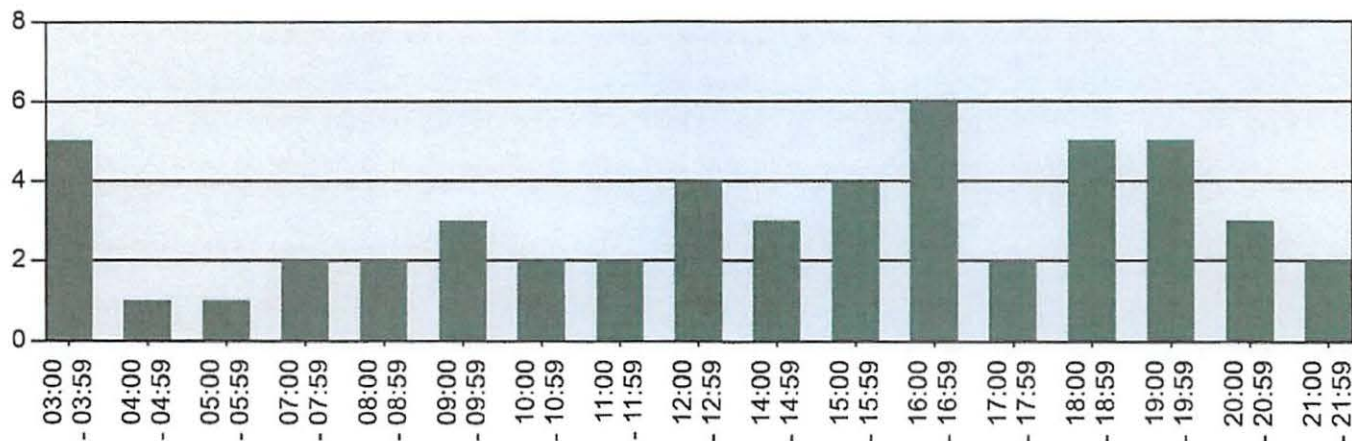
Fire Department Mount Joy

Mount Joy, PA

This report was generated on 10/13/2021 6:12:53 PM

Incidents by Hour for Date Range

Start Date: 09/01/2021 | End Date: 09/30/2021



HOURL	# of CALLS
03:00 - 03:59	5
04:00 - 04:59	1
05:00 - 05:59	1
07:00 - 07:59	2
08:00 - 08:59	2
09:00 - 09:59	3
10:00 - 10:59	2
11:00 - 11:59	2
12:00 - 12:59	4
14:00 - 14:59	3
15:00 - 15:59	4
16:00 - 16:59	6
17:00 - 17:59	2
18:00 - 18:59	5
19:00 - 19:59	5
20:00 - 20:59	3
21:00 - 21:59	2

Only REVIEWED incidents included



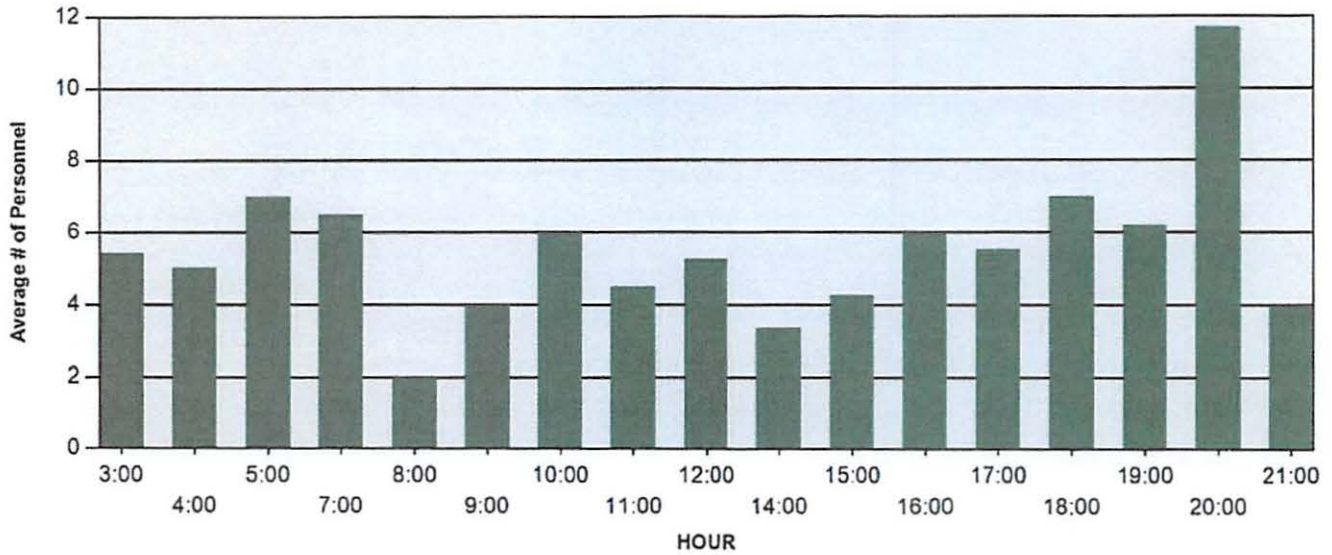
Fire Department Mount Joy

Mount Joy, PA

This report was generated on 10/13/2021 6:13:16 PM

Average Number of Responding Personnel per Hour for Date Range

Start Date: 09/01/2021 | End Date: 09/30/2021



HOUR	AVG. # PERSONNEL
03:00 - 03:59	5.40
04:00 - 04:59	5.00
05:00 - 05:59	7.00
07:00 - 07:59	6.50
08:00 - 08:59	2.00
09:00 - 09:59	4.00
10:00 - 10:59	6.00
11:00 - 11:59	4.50
12:00 - 12:59	5.25
14:00 - 14:59	3.33
15:00 - 15:59	4.25
16:00 - 16:59	6.00
17:00 - 17:59	5.50
18:00 - 18:59	7.00
19:00 - 19:59	6.20
20:00 - 20:59	11.67
21:00 - 21:59	4.00

AVE. # PERSONNEL calculated from total number of personnel responding to incidents begun at the HOUR divided by total number of REVIEWED incidents for that HOUR. Includes personnel that responded both on or off apparatus.



Mastersonville Fire Company Monthly Report

October 2021

Mastersonville was dispatched to 55 calls for the month.

22 – Fire

33 – EMS

Time in service of – 24.97 Hours

Manpower for month – 131

Average manpower per call – 5.9

Man-hours – 127 hours 52 minutes

Calls by Municipality:

- Rapho Twp – 15
- Mt. Joy Twp. - 4
- W. Donegal Twp – 1
- Manheim Boro. – 1
- W. Cornwall Twp. - 1

Apparatus used:

- Engine 271 - 0
- Engine 272 - 2
- Tanker 27 - 12
- Squad 271 - 6
- QRS 27 - 4
- Duty Vehicle – 8
- Fire Police – 11

Property loss for the month – \$0.00

Property Saved – \$0.00

Training – 40 members performed training and station duties for 80 hours this month.

Notable incident:

Mastersonville Fire Company

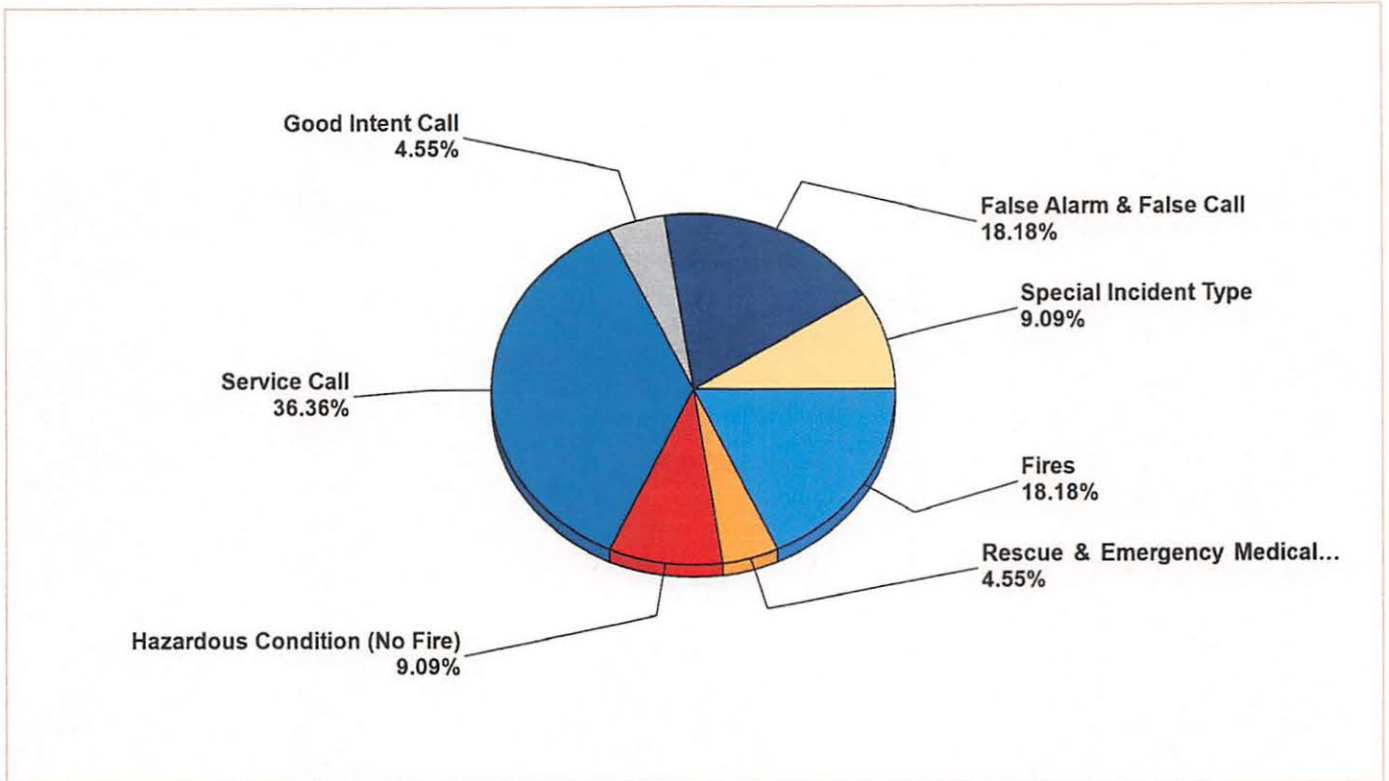


Manheim, PA

This report was generated on 11/8/2021 6:59:46 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2021 | End Date: 10/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	18.18%
Rescue & Emergency Medical Service	1	4.55%
Hazardous Condition (No Fire)	2	9.09%
Service Call	8	36.36%
Good Intent Call	1	4.55%
False Alarm & False Call	4	18.18%
Special Incident Type	2	9.09%
TOTAL	22	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Doc Id: 553

Page # 1 of 2

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	9.09%
150 - Outside rubbish fire, other	1	4.55%
171 - Cultivated grain or crop fire	1	4.55%
311 - Medical assist, assist EMS crew	1	4.55%
463 - Vehicle accident, general cleanup	2	9.09%
551 - Assist police or other governmental agency	8	36.36%
651 - Smoke scare, odor of smoke	1	4.55%
735 - Alarm system sounded due to malfunction	1	4.55%
745 - Alarm system activation, no fire - unintentional	3	13.64%
900 - Special type of incident, other	2	9.09%
TOTAL INCIDENTS:	22	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Mastersonville Fire Company

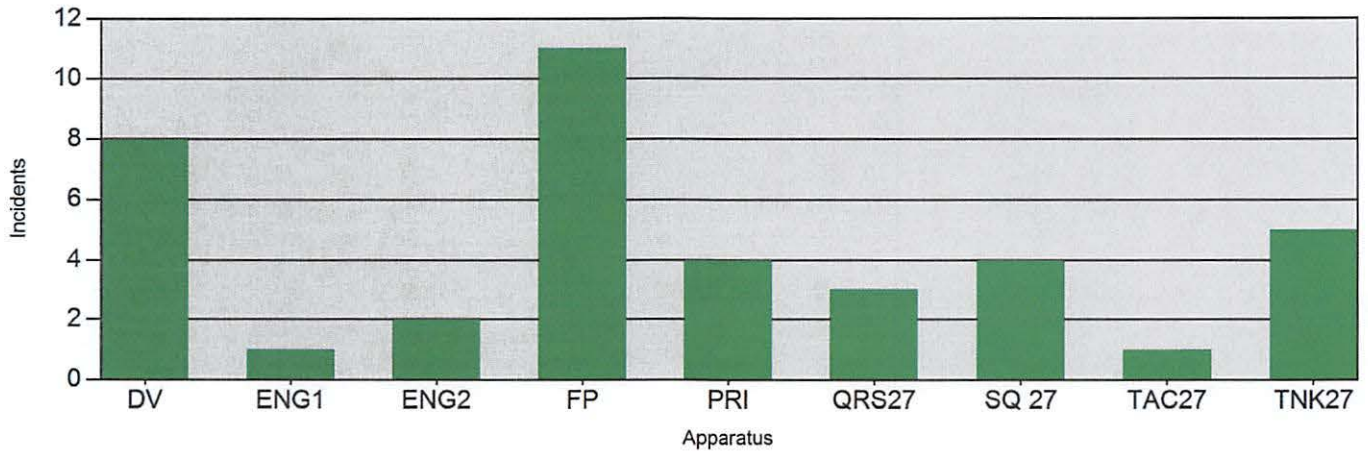


Manheim, PA

This report was generated on 11/8/2021 6:59:15 PM

Incident Count per Apparatus for Date Range

Start Date: 10/01/2021 | End Date: 10/31/2021



APPARATUS	# of INCIDENTS
DV	8
ENG1	1
ENG2	2
FP	11
PRI	4
QRS27	3
SQ 27	4
TAC27	1
TNK27	5

Cancelled apparatus (per the THIS APPARATUS WAS CANCELLED checkbox on Basic Info 4) not included. Only REVIEWED incidents included.



Mastersonville Fire Company

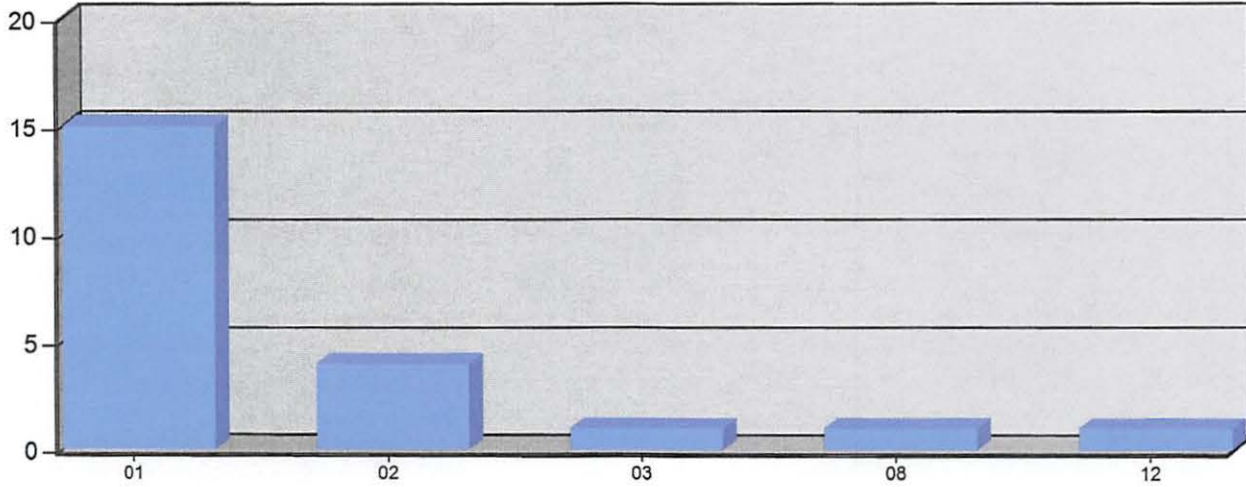


Manheim, PA

This report was generated on 11/8/2021 6:59:30 PM

Incident Count per Zone for Date Range

Start Date: 10/01/2021 | End Date: 10/31/2021



ZONE	# INCIDENTS
01 - Rapho Twp.	15
02 - Mt. Joy Twp.	4
03 - Manheim Boro.	1
08 - W. Cornwall Twp.	1
12 - W. Donegal Township	1

TOTAL: 22

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Archived Zones cannot be unarchived.



Mastersonville Fire Company



Manheim, PA

This report was generated on 11/8/2021 6:58:32 PM

Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 10/01/2021 | End Date: 10/31/2021

ZONE	INCIDENT COUNT	MAN-HOURS
01 - Rapho Twp.	15	72:16
02 - Mt. Joy Twp.	4	9:21
03 - Manheim Boro.	1	37:03
08 - W. Cornwall Twp.	1	7:56
12 - W. Donegal Township	1	1:16
TOTAL	22	127:52

NOTE that this report takes into consideration ONLY those Personnel that are associated with an Apparatus, and that only Reviewed incidents are included in the counts.



Mastersonville Fire Company



Manheim, PA

This report was generated on 11/8/2021 6:58:56 PM

Incident Statistics

Zone(s): All Zones | Start Date: 10/01/2021 | End Date: 10/31/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		1	
FIRE		21	
TOTAL		22	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		6	
Aid Received		3	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
2		9.09	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
		0:14:00	
AVERAGE FOR ALL CALLS		0:14:00	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
		0:07:00	
AVERAGE FOR ALL CALLS		0:07:00	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mastersonville Fire Company		75:18	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.



Mastersonville Fire Company QRS Report October, 2021

Number	Date / Time	Nature	Address/Location	Municipality	Out of District
1	10/2/2021 9:31	CARDIAC ARREST-CLASS 3	5681 GINGRICH RD	S. LONDONDERRY	1
2	10/2/2021 12:03	HEMORRHAGE-CLASS 2	1093 CIDER PRESS RD	RAPHO TWP	
3	10/3/2021 17:37	SICK PERSON-CLASS 1	2775 LEBANON RD	RAPHO TWP	
4	10/3/2021 22:45	HEART PROBLEM-CLASS 1	20 HEMLOCK ACRES CT	RAPHO TWP	
5	10/6/2021 17:17	STANDBY EMS	475 E ADELE AVE	MANHEIM BORO	2
6	10/6/2021 12:18	FALL-INJURED-CLASS 1	2775 LEBANON RD	RAPHO TWP	
7	10/7/2021 20:37	FALL-INJURED-CLASS 1	3476 MEADOW VIEW RD	RAPHO TWP	
8	10/7/2021 21:02	VEHICLE FIRE-MASS TRANSIT	2626 PA TPKE W	S. LONDONDERRY	3
9	10/8/2021 13:30	MATERNITY-CLASS 2	2931 LEBANON RD	RAPHO TWP	
10	10/9/2021 18:10	BACK PAIN-SICK-CLASS 3	18 HEMLOCK ACRES CT	RAPHO TWP	
11	10/9/2021 19:16	HEART PROBLEM-CLASS 1	3075 PINCH RD	RAPHO TWP	
12	10/10/2021 19:21	CHEST PAINS-CLASS 1	2740 N COLEBROOK RD	RAPHO TWP	
13	10/11/2021 5:33	SEIZURE-CLASS 1	2637 MOUNTAIN RD	RAPHO TWP	
14	10/12/2021 17:08	CHEST PAINS-CLASS 1	2645 PA TPKE W	S. LONDONDERRY	4
15	10/13/2021 15:36	SICK PERSON-CLASS 1	1389 COLD SPRING RD	MT JOY TWP	
16	10/15/2021 5:35	BREATHING PROBLEM-CLASS 1	3467 ECHO VALLEY RD	RAPHO TWP	
17	10/16/2021 18:44	DIABETIC-CLASS 3	2775 LEBANON RD	RAPHO TWP	
18	10/16/2021 19:15	LACERATION-INJURED-CLASS 2	2786 CAMP RD	RAPHO TWP	
19	10/16/2021 23:10	BREATHING PROBLEM-CLASS 1	338 SUNNYBURN RD	MT JOY TWP	
20	10/17/2021 18:01	EMS ACTIVITY	2775 LEBANON RD	RAPHO TWP	
21	10/19/2021 0:33	CARDIAC ARREST-CLASS 1	1947 CREEK RD	MT JOY TWP	
22	10/20/2021 23:12	FALL-INJURED-CLASS 2	2166 KILMER RD	RAPHO TWP	
23	10/21/2021 12:20	VEHICLE ACCIDENT-CLASS 2	2512 LEBANON RD	RAPHO TWP	
24	10/22/2021 15:59	RESCUE-FARM	367 HOSSLER RD	RAPHO TWP	5
25	10/23/2021 10:16	VEHICLE ACCIDENT-CLASS 2	E-TOWN RD / COLEBROOK RD	RAPHO TWP	
26	10/24/2021 13:02	SICK PERSON-CLASS 1	2931 LEBANON RD	RAPHO TWP	
27	10/24/2021 17:56	EMS ACTIVITY	2775 LEBANON RD	RAPHO TWP	
28	10/26/2021 18:51	VEHICLE ACCIDENT-ENTRAP	1198 FAIRVIEW RD	RAPHO TWP	6
29	10/30/2021 10:40	BREATHING PROBLEM-CLASS 1	3478 SUNNYSIDE RD	RAPHO TWP	
30	10/30/2021 18:35	HEMORRHAGE-CLASS 2	2222 KILMER RD	RAPHO TWP	
31	10/31/2021 8:20	VEHICLE ACCIDENT-CLASS 1	3660 ELIZABETHTOWN RD	RAPHO TWP	
32	10/31/2021 16:23	EMOTIONAL-CLASS 2	2246 DONOUGH DR	RAPHO TWP	

33

10/31/2021 16:49

BREATHING PROBLEM-CLASS 1

2775 LEBANON RD

RAPHO TWP

Total Calls in October: 33

Calls in Rapho Twp: 26

Calls in Mt: Joy Twp: 3

Calls in: S. Londonderry Twp. 3

Calls in Manheim Boro 1

Pts Treated: 21



MILANOF-SCHOCK LIBRARY

1184 Anderson Ferry Road, Mount Joy, PA 17552

Tel: 717.653.1510 Fax: 717.653.4030

www.mslibrary.org

Milanof-Schock Library is a community resource that enriches lives through, education, information, exploration, and socialization.

Serving East Donegal Township, Marietta Boro, Mount Joy Boro, Mount Joy Township & Rapho Township

October 2021- Compiled by Joseph McIlhenney, Executive Director

Contributors: Susan Craine, Kim Beach, Jan Betty & Kirstin Rhoades

September 1-30, 2021 Statistics	2021	2020	2019	2018	2017
TOTAL CIRCULATION	12,747	14,897	14,379	12,964	14,000
YTD CIRCULATION	135,611	88,462	147,000	146,201	142,522
OVERDRIVE & E-formats	1,298	1,436	1,051	915	822
NEW PATRONS	45	48	65	57	74
YTD NEW PATRONS	506	332	713	722	740
PATRON COUNT	3,789	3,603	5,660	5,814	5,606
YTD PATRON COUNT	37,840	27,986	59,556	63,757	64,112
PASSPORTS	42	44	55	73	62
YTD PASSPORTS	682	473	979	1,042	962
WIFI LOGINS	283	261	433		
PC USAGE	267	259	460		

ITEMS SOLD IN LOBBY	\$755.10
YTD ITEMS SOLD	\$7,713.25
TOTAL \$ ADDED DONATIONS	\$445.00
TOTAL \$ DONATIONS as PRIZES	\$69.00
TOTAL	\$1,269.10

Executive Summary (Joseph)

The month started off with rain and lots of it. So much that, because of the threat of severe weather and flooding, MSL will closed at 2pm. With Summer Reading Programs ended and students back in school, things around the library quieted down.

- Attended LSLC meetings on Sept 30
- Began preparing a Early Draft Unapproved Budget [EDuB] and open hours calendar for 2022.
- Municipal request letters went out to all 5 supporting municipalities on Sept 8.
- Advertised, interviewed for new Service Desk assistant; hired **Jazmynn Whitney**, Sept 20.
- Spoke at Mount Joy Chamber of Commerce meeting, Sept 8
- MSL staff are planning ExtraGive Nov 19, 2021.

Area	Circ	Percent
EASY/Easy Reader	5,872	29.60%
FICTION Adult	3,478	17.50%
Fiction Juv	2,495	12.60%
DVD	2,324	11.70%

Community/Service Point (Susan)

- Trained 2 new volunteers
- Attended Core 4 meeting
- Attended interview for new employee

ADULT DATA	Programs	Participants	Prog. Total YTD	Participants YTD
In-Library Programs	0	0	9	177
CLUBS	8	44	55	225
Proctoring	0	0	0	0
<i>Totals</i>	8	44	64	402

YOUTH DATA	Programs	Participants	Prog. Total YTD	Participants YTD
In-Library Programs	20	252	147	3,250
Virtual Videos	0	0	27	1848
Virtual Programs	0	0	2	672
<i>Totals</i>	20	252	176	5770

Volunteer Hours	Hours	Total YTD
	82	934.75

Youth Services (Jan)

- Numbers in September were way down; I believe folks are still leery about attending indoor programs. My outdoor numbers were ok and I did end up with over 150 attending Family Storytime events. But the numbers sure dropped if I came indoors.
- I have a Homeschool program rotation on Thursdays: Art, STEM and History Mystery. There's a good core of 15 -18 students who attend regularly.
- Attended my first "live" meeting at the high school (Key Club). It was very interesting to see how they are handling masks and COVID.
- Hoping to reestablish my contact with the reading teachers at the primary school; we need some new readers for our "Reading with Kirby" program.
- Also hoping to have our Read for the Record book blitz this year in October. We didn't do it last year, but the schools are on board to make it work this year. The Norlanco-Rheems Kiwanis is purchasing this year's book ("Amy Wu and the Patchwork Dragon") which will be given to each of the classrooms at the primary school.
- Book bundles continue to be a steady success. It's one of the first places many families stop at to see what topics are presented!
- Tried a Saturday morning program per a patron's request, but no one attended.
- Went to the Voyage Mount Joy's open-air market on September 16 and 23 from 3:30 to 6:30. It was interesting and deemed a success by the Voyage crew. Jury's still out for me. There were not very many children, though I had stories and a craft for those that came. If they do it again, I'll have some suggestions for them!
- Am trying to find a way to make some videos once again, but with book copyrights I can't read a story to put up on Facebook or Youtube. Many places do it anyway, but I won't.
- Prepping for a Fall Reading Challenge in October. It will be the same as we did last year as that was a big hit.

Public Relations/Promotions (Kirstin)

- **CONSTANT CONTACT:** September 2021
 - October 2021 Enews: sent to 2,975 contacts, added 15 new contacts; 720 opens (25%), 55 clicks (8%), 4 unsubscribes. 59% opened on PCs, 41% opened on devices
- **SOCIAL MEDIA:**
 - Facebook – Total Page Followers 2,096; **14 New Follows; 7,376** reached; **2,011 post engagements**
 - Instagram – **725 followers = 16 NEW** followers
- **4 PRESS RELEASES** - Distributed via news media, municipalities, and Chamber of Commerce.
- **WEBSITE**
 - 3,138 website entrances; 5,885 page views; 687 page views of calendar; 259 views of Family Story Time; 123 views of Passport page, 229 views of Library Employment opportunity (these are the highest view counts)
 - Created 2 new banners for the home page

- Updated programs for October.
- **MISC**
 - Added more photos to our Google page;
 - Met with Joseph and Kim regarding ExtraGive coming up in November.
 - Communicated with Angie Hudson regarding a possible recycling of pens/markers/crayons at the Library. Will work on getting that set up in October.
 - Attended Senior Staff Meeting Sept. 23.
 - Began a relationship with the new head of the English Department at DHS – figuring out how to get teens to come to the Library and how to get them some donated books.
 - Sent Library information to Mount Joy Borough and Township (at their request) for their Fall/Winter newsletters.
 - Continued the emptying of the book donation shed and gathering books for sale in lobby, which made over \$1,000 in Sept
 - Listed sign changes for the street marquee
 - Updated October print calendar and calendar for Lobby
 - Use Sparkpost App to create monthly program promos for Social Media platforms and Enews

Volunteers/Programming/Fundraising (Kim)

- **Auction 2021**
 - Finalized earnings report; some minor changes still occurring. Current net: \$20,278.50.
 - Sent thank you letters and notes to donors, volunteers, and many others!
 - Held a wrap-up meeting with committee and we plan to do the auction outside here again next year!
- **ExtraOrdinary Give 2021**
 - Met with Joseph and Kirstin to define our approach for 2021.
 - Will focus on the “Beauty and the Beast” needs.
 - Because the local business community responded so generously to our auction sponsorship appeals, we will not be hitting them up again this soon to be matching donors.
- **Volunteers**
 - Interviewed 2 new volunteers. They completed shelving training and have started taking shifts.
 - Many shelving volunteers have still not returned because of COVID.
- **Library Policies**
 - Committee met to discuss 2 new policies.
 - Updated those policies with our notes.
- **Excentia Human Services:** Committed to doing a monthly virtual program for them.
- **Passive Programs**
 - Based on the success of the Adult Summer Reading Program, we now have a bi-weekly adult reading challenge. One winner will be chosen each month.
 - Milanof-Schock Mile is also back for the fall and the punch cards are back too.
- **ALPS**
 - Our Adult Patrons now have a place, too!
 - Hung new info board and spruced up the ALPS.
 - Kirstin is doing a great job in mentioning in it posts and we are getting much more traffic.
- **Jigsaw Puzzle Swap**
 - Collaborated with Rachel Gable to set up a Jigsaw Puzzle Swap in the ALPS.
 - It has been getting a lot of activity so far! Thanks for the great idea, Rachel!
 - Worked on programming for 2021 and 2022.
 - Special shout-out to Megan Craddock for all her help with the Adult SRP, the new bi-weekly adult reading challenges and many other adult program logistics!