



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 May 2021/June 2021

Stormwater Management Program (MS4 Permit & Pollutant Reduction Plan Implementation)

- MS4 Permit Annual Report Requirements (June 30th is end of reporting year)
 - Finishing inspections of 75 regulated outfalls, will be completed by 6/25 (MCM #3)
 - Reports for public education and outreach finished (MCM #1 & MCM #2)
 - CS Davidson preparing our public property pollution reduction plan (MCM #6)

Road Improvement Program

- Finalizing plans to obtain ROW for Sager Road/Larkspur Lane intersection widening prior to summer overlay
- Met with landowner at corner of Cold Spring Road/Sunnyburn Road to enable radius improvements; coordinating responses to PennDOT comments with Ben
- Negotiating easement with final property owner before bridge replacement can begin

American Recue Plan Act Municipal Funding

- Set up dedicated PLGIT account to hold ARPA funds
- Completed application process through DCED to obtain 2021 distribution estimated at \$589,863.34
- Coordinating with adjacent municipalities to discuss opportunities for regional use

Misc.

- Attended NWEMS meeting with Debbie re: formalized regional cooperation for emergency services funding (e.g. Authority or COG)
- Coordinating Fairview loan refinancing proposals with Christopher Gibbons
- Reminder – will be on vacation from Saturday, June 26th through Monday, June 5th



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PUBLIC WORKS DEPARTMENT JUNE 2021

WORK COMPLETED:

- Driveway repair from plowing on Aberdeen Rd
- Road banks mowed
- Pipes and guide rails weed wacked
- Curb blacktopped on Holly St
- Cleaned out existing roadside swale on Bellaire Rd
- Pulled stumps on Old Market and Range Rd intersection for paving
- Crossover pipe on Milton Grove Rd replaced
- Cut down trees and removed stumps on Cold Spring for widening
- Pulled stumps and big ironstone rocks for widening on Trail North
- Pulled stumps and removed big ironstone rocks north of Forest Ln on Trail North
- Mulched Township Facility
- Finished pulling gutters
- Formed and poured inlet box and end wall for Range Rd pipe
- Filled in road edges on Trail Rd North above Forest Ln
- Guide rails were sprayed
- Three trees were cut down that were hanging over Trail Rd @ Forest Ln

FUTURE WORK:

- Mill and pave Range Rd intersection project
- Base repairs on Country Squire
- Dig out "French Mattress" on Hereford and install two additional pipes and repave the area

Respectfully,

Ken Ebersole
Roadmaster



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June 1, 2021

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

Dear Board Members:

27 rental properties were inspected in May.

Complaints and concerns:

- Letters to 546, 566 and 592 Westbrooke about uncut grass on Cloverleaf Rd
- Letter to 2771 Milton Grove Rd about multiple junked vehicles on the property. (On-going issue)
- Letter to Church at 350 Old Hershey Rd about uncut grass
- Notified HOA to have garbage removed from the woods at 806 Rockwood.
- Letter to 532 Radio Rd about uncut grass. (Yearly occurrence)
- Checked on a large pile of trash at 1841 Shady Oak. Notified property manager to have it removed.
- Another letter to 974 Mount Gretna about multiple junked vehicles on the property. (On-going issue)

Completed final zoning inspections for building permits.

MOUNT JOY TOWNSHIP-MultiSelect Permits Issue Date: 5/1/2021 - 5/31/2021

Zoning Officers Report - May 2021

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
RoadOcc						
Driveway						
Active						
210058	5/4/2021	DOMBACH LARRY C Driveway for new single family dwelling	749 RADIO ROAD		\$0.00	
210059	5/4/2021	DOMBACH LARRY C Driveway for new single family dwelling	747 RADIO ROAD		\$0.00	\$50.00
210060	5/4/2021	DOMBACH LARRY C Driveway	743 RADIO ROAD		\$0.00	\$50.00
210061	5/4/2021	DOMBACH LARRY C Driveway	741 RADIO ROAD		\$0.00	\$50.00
210062	5/4/2021	DOMBACH LARRY C Driveway for new single family dwelling	737 RADIO ROAD		\$0.00	\$50.00
210063	5/4/2021	DOMBACH LARRY C Driveway for new single family dwelling	735 RADIO ROAD		\$0.00	\$50.00
Total Driveway 6					\$0.00	\$250.00
Total RoadOcc 6					\$0.00	\$250.00

StormWater

Exemption

Active

210035	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	747 RADIO ROAD		\$0.00	\$50.00
210052	5/4/2021	FLOHR PHILIP & GERALDINE M Mobile Home	26 RAINBOW CIR	4600553430001	\$0.00	\$50.00
210048	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	735 RADIO ROAD		\$0.00	\$50.00
210047	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	737 RADIO ROAD		\$0.00	\$50.00
210046	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	741 RADIO ROAD		\$0.00	\$50.00
210045	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	743 RADIO ROAD		\$0.00	\$50.00
210034	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	749 RADIO ROAD		\$0.00	\$50.00
210060	5/12/2021	WITMER HAROLD F JR Driveway Expansion	2818 HARVEST RD	4606375200000	\$0.00	\$50.00
210059	5/12/2021	PEPKOWSKI JOHN S III & WENDY Shed	146 CANVASBACK LN	4608551300000	\$0.00	\$50.00
210062	5/17/2021	MUELLER WALTER III & LISA A Shed	664 WESTBROOKE DR	4609911800000	\$0.00	\$50.00
210053	5/18/2021	MESSICK KEVIN M & JANELLE N Addition	2906 MOUNT GRETN RD	4609123600000	\$0.00	\$50.00
210057	5/18/2021	CUOCO TIMOTHY J & MELISSA A Pool - Above ground	1750 CAMPUS RD	4605365000000	\$0.00	\$50.00
210054	5/18/2021	CAFRELLI STEVEN M & REBEKAH S Sunroom / Paver Patio	1228 SCHWANGER RD	4615648000000	\$0.00	\$50.00
210058	5/19/2021	GREGORY JONATHAN C & NICHOLE M Covered Patio	854 WESTBROOKE DR	4600136100000	\$0.00	\$50.00
210063	5/20/2021	KLIM DANIELLE R Patio	32 CANVASBACK LN	4609360100000	\$0.00	\$50.00
210069	5/26/2021	FORD DARREL L Patio	707 GREEN TREE RD	4609338000000	\$0.00	\$50.00

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
StormWater						
Exemption						
Total Exemption 16					\$0.00	\$800.00
Small Project						
Active						
210064	5/24/2021	KINDREW ZACHARY S & COURTNEY L SFD	955 MILTON GROVE RD	4618596500000	\$0.00	\$175.00
210061	5/27/2021	RIEHL BENUEL S 1-story single family dwelling	121 TRAIL RD N.	4607433400000	\$0.00	\$175.00
Total Small Project 2					\$0.00	\$350.00
Total StormWater 18					\$0.00	\$1,150.00
Use						
Fireworks						
Active						
210006	5/19/2021	MARKET STREET SQUARE SHOPPING Firework Sales	MARKET ST	4602054900000	\$0.00	\$10.00
Total Fireworks 1					\$0.00	\$10.00
Temporary						
Active						
210007	5/26/2021	ALLEN DOUGLAS R & DELORIS RUTH Roadside Produce Stand	9418 ELIZABETHTOWN RD	4602535900000	\$0.00	\$10.00
Total Temporary 1					\$0.00	\$10.00
Total Use 2					\$0.00	\$20.00
Zoning						
Addition						
Active						
210090	5/18/2021	MESSICK KEVIN M & JANELLE N Addition	2906 MOUNT GRETNA RD	4609123600000	\$205,000.00	\$1,339.00
Total Addition 1					\$205,000.00	\$1,339.00
Com-Addition						
Active						
210107	5/26/2021	L&J INVESTMENTS LLC Commercial Building Addition	1284 CLOVERLEAF RD	4611106000000	\$1,500,000.00	\$9,109.00
Total Com-Addition 1					\$1,500,000.00	\$9,109.00
Com-Electrical						
Active						
210105	5/20/2021	LIME RIDGE FARM PROPERTIES LP Light Poles - Commercial	1425 W MAIN ST	4611564000000	\$10,000.00	\$50.00
Total Com-Electrical 1					\$10,000.00	\$50.00
Covered Patio						
Active						
210098	5/19/2021	GREGORY JONATHAN C & NICHOLE M Covered Patio	854 WESTBROOKE DR	4600136100000	\$6,000.00	\$121.00
Total Covered Patio 1					\$6,000.00	\$121.00
Deck						
Active						
210100	5/7/2021	OWENS STACY L deck	99 WATERFOWL WAY	4602869000000	\$17,310.00	\$155.00
210096	5/19/2021	FORINO CO LP deck	838 WESTBROOKE DR	4600588200000	\$3,000.00	\$100.00

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Zoning						
Deck						
Active						
210097	5/19/2021	FORINO CO LP deck	840 WESTBROOKE DR	4600517900000	\$4,000.00	\$107.00
Total Deck 3					\$24,310.00	\$362.00
Demolition						
Active						
210110	5/26/2021	GOODWILL INDUSTRIES OF LANCAST Demolition	2375 S MARKET ST	4609670300000	\$0.00	\$100.00
210111	5/26/2021	MT CALVARY CHURCH OF E-TOWN Demolition	107 HERSHEY RD	4602008600000	\$0.00	\$100.00
Total Demolition 2					\$0.00	\$200.00
Duplex						
Active						
210080	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	743 RADIO ROAD		\$175,500.00	\$1,165.00
210081	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	741 RADIO ROAD		\$166,400.00	\$1,111.00
210082	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	737 RADIO ROAD		\$177,900.00	\$1,177.00
210083	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	735 RADIO ROAD		\$177,900.00	\$1,177.00
210062	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	747 RADIO ROAD		\$177,900.00	\$1,177.00
210061	5/4/2021	DOMBACH LARRY C 2-story single family semi-detached dwelling	749 RADIO ROAD		\$175,500.00	\$1,165.00
Total Duplex 6					\$1,051,100.00	\$6,972.00
Fence						
Active						
210099	5/5/2021	HOWELL ERIC V & MEGAN L Fence	165 SNYDER RD	4616860900000	\$14,000.00	\$127.00
210102	5/12/2021	VUXTA JOHN T & STACEY L Fence	33 WINDEMERE CT	4609850100000	\$2,800.00	\$50.00
210109	5/20/2021	KLIM DANIELLE R Fence	32 CANVASBACK LN	4609360100000	\$1,000.00	\$50.00
Total Fence 3					\$17,800.00	\$227.00
Geothermal						
Active						
210104	5/14/2021	MARTIN RYAN T & AMANDA L Geothermal heat pump	810 BUCKINGHAM BLVD	4602117600000	\$35,239.00	\$275.00
Total Geothermal 1					\$35,239.00	\$275.00
Mobile home						
Active						
210089	5/4/2021	FLOHR PHILIP & GERALDINE M Mobile Home	26 RAINBOW CIR	4600553430001	\$140,000.00	\$949.00
Total Mobile home 1					\$140,000.00	\$949.00
Patio						
Active						
210115	5/26/2021	FORD DARREL L Patio	707 GREEN TREE RD	4609338000000	\$1,500.00	\$50.00
Total Patio 1					\$1,500.00	\$50.00
Pool						
Active						
210103	5/12/2021	KAIN ROBERT L JR & SHARON A Pool - Above Ground	1324 RIDGE RD	4603286700000	\$4,300.00	\$64.00

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Zoning						
Pool						
Active						
210095	5/18/2021	CUOCO TIMOTHY J & MELISSA A	1750 CAMPUS RD	4605365000000	\$10,817.00	\$114.00
		Pool - Above Ground				
				Total Pool 2	\$15,117.00	\$178.00
SFD						
Active						
210106	5/27/2021	RIEHL BENUEL S	121 TRAIL RD N.	4607433400000	\$240,000.00	\$1,549.00
		1-story single family dwelling				
				Total SFD 1	\$240,000.00	\$1,549.00
Shed						
Active						
210101	5/12/2021	PEPKOWSKI JOHN S III & WENDY	146 CANVASBACK LN	4608551300000	\$3,000.00	\$50.00
		Shed				
210108	5/17/2021	MUELLER WALTER III & LISA A	664 WESTBROOKE DR	4609911800000	\$4,000.00	\$57.00
		Shed				
				Total Shed 2	\$7,000.00	\$107.00
Solar						
Active						
210092	5/18/2021	BARTON WILLIAM L & BRENDA	2425 STAUFFER RD	4612859900000	\$20,800.00	\$226.00
		Solar roof mounted				
				Total Solar 1	\$20,800.00	\$226.00
Sunroom						
Active						
210091	5/18/2021	CAFRELLI STEVEN M & REBEKAH S	1228 SCHWANGER RD	4615648000000	\$77,400.00	\$577.00
		Sunroom / Paver Patio				
				Total Sunroom 1	\$77,400.00	\$577.00
				Total Zoning 28	\$3,351,266.00	\$22,291.00
Total Permits: 54					\$3,351,266.00	\$23,711.00



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Minutes of the Regular Meeting of the Mount Joy Township Planning Commission Held on April 26, 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. The meeting was also broadcast via Zoom for remote attendance and public participation.

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 — Present

Delmar Oberholtzer — Present

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

4. Public Comment:

Charles Brewer of 2147 Sheaffer Road addressed the Planning Commission via Zoom with concerns about the proposed developments around his property. It is important that new developments are properly screened from roadways and adjoining properties, especially with approximately 1,100 residential units planned. Speed restrictions and infrastructure improvements should be made to help offset the additional traffic. For example, the Campus Road/Sheaffer Road intersection will continue to get worse without any improvements. He also mentioned the need for mid-block separators between townhouse buildings on the Hoffer farm.

5. Consent Calendar:

a. Approve and ratify the minutes of the March 22, 2021 meeting.

b. Accept a time extension in which action must take place for the Lot Line Change Plan for Martin & Robin Gish (File #21-02-LLCP); new deadline is October 20, 2021.

A motion was made by John Dice and seconded by Richard Gates to approve the consent calendar, subject to correcting a mistake in item #12 of the March 22, 2021 meeting minutes. All members present voted in favor of the motion.

6. Old Business:

a. #21-03-FSDP: 1795 Sheaffer Road Subdivision – Proposal to subdivide a 11.016-acre lot from a 17.121-acre tract located at 1795 Sheaffer Road. The new lot is currently being farmed and is located within the R-2 Medium-Density Residential District. The remaining 5.993-acre lot will contain the existing self-storage facility and dwellings and is located within the MU Mixed Use District. No additional improvements are proposed by this plan.

John Melham from Melham Associates presented the revised plan, noting that he generally agrees with the review letters. He walked through the waiver requests with the following comments (references made to comment letter numbers):

#5 – A water and sewer feasibility report will be provided; therefore, this waiver request has been withdrawn.

#6 – There are possible wetlands near Route 283 but this is on the tract that is already developed with storage units. His client prefers to have the future developer prepare the wetlands study. Mr. McKinne noted that this information could be useful to a potential buyer.

#10 – They wish to defer the required road frontage improvements to the subsequent development plan.

#13 – They wish to defer the required screening between the existing commercial use and adjacent residential properties to the subsequent development plan. Mr. Evans explained that the buffer is both a SALDO and a Zoning Ordinance requirement. The Planning Commission can waive the subdivision requirement, but the zoning can only be waived by the Zoning Hearing Board. He will check with the Township Engineer and Solicitor to determine if the proposed subdivision in fact triggers the buffer requirement.

A motion was made by Michael McKinne and seconded by Delmar Oberholtzer to defer the requirement for road frontage improvements to the subsequent development plan and to waive the SALDO requirement to provide a landscaping buffer around the non-residential area. All members present voted in favor of the motion.

A motion was made by Michael McKinne and seconded by John Dice to grant approval of the Final Subdivision Plan for 1795 Sheaffer Road Subdivision (the “Plan”) prepared by Melham Associates, PC, Drawing No. 13920, dated April 15, 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 April 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 March 10, 2021.
3. 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 be limited to, provisions for the installation of curb, sidewalk, additional right-of-way, and road widening, as applicable. The Agreement, fully executed, shall be submitted and approved prior to the release of the final plan for recording.
4. 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.

7. New Business:

- a. #21-04-WAIV: Jeff Buckwalter Revised Final Plan – Request to defer subdivision and DEP sewage planning approval authority to Rapho Township. The plan proposes the addition of 15.51 acres from an adjoining farm onto the 18.51-acre Buckwalter farm. A small portion of the property crosses the Little Chiques Creek into Mount Joy Township. No improvements are proposed on the Mount Joy Township portions of the properties.

A motion was made by John Dice and seconded by Lisa Heilner to defer subdivision and DEP sewage planning approval authority to Rapho Township. All members present voted in favor of the motion.

8. Initial View:

- a. #21-05-PLDP: 1925 Sheaffer Road – Proposed Residential Development – Proposal to develop a 53.15-acre site consisting of two tracts located at 1925 Sheaffer Road. The site is located within the R-2 Medium-Density Residential District. 299 townhome units, 80 multifamily units, and a community building are proposed on the site. The townhouses are intended to be in a condominium form of ownership.

Greg Schwartz presented the preliminary plan to the Planning Commission with representatives from Hershey Developers joining via Zoom. He provided an overview of the project timeline to date, noting that the concept plan has been refined to incorporate earlier comments and the Township's roundabout design. Mr. McKinne asked how traffic will be handled in the area. Their traffic engineer is working on the impact study for this project as well as the Campus Road development across from this site.

Water and sewer system designs are in progress with the two Authorities, and the stormwater management plan is being refined. An NPDES permit application has been submitted to DEP and there are some questions relating to the presence of wetlands in the area of a proposed stormwater management facility. Their pre- vs. post- runoff rates are close to matching except for the 100-year storm.

Mr. Dice asked if there is enough parking for the dwelling units and guests. The site is over-parked when compared to the ordinance requirements. Each townhouse has a garage and driveway, though several Commission members expressed concern with the practical use of garages for items other than vehicles. There will be on-street parking on the collector road, plus the applicant is considering adding more small off-street lots. They will prepare a parking plan to illustrate the amount and location of parking.

A discussion took place about the condominium form of ownership and the homeowners' association's role in the community. All the common area and the private streets will be under control and management of the HOA. Most of the wooded area on the north end of the site will be maintained, which should help block the viewshed of the homes on Ridge Road. Additionally, they will submit the plans to emergency service providers for their feedback before returning to the Planning Commission.

9. Correspondence:

- a. Email from Bob Sichelstiel of Pennmark Management Company dated March 25, 2021. Don Cafiero, Chris Cafiero, and Bob Sichelstiel were in attendance to provide responses to the questions posed at the previous meeting:
- They are not purchasing the triangle of land at the Route 230/Ridge Run Road intersection since it is a preserved farm.
 - Discussions are ongoing with the owners of multiple homes on Ridge Run Road for possible acquisition.
 - Water and sewer mains are present in Cloverleaf Road.
 - They own 51 EDUs of utility capacity, which should be sufficient for the commercial development.
 - An HOP scoping application has been submitted to PennDOT.
 - At this point, they are unsure if any additional properties will be added to the scope of the HOP and their proposed project.
 - The former Babbo's property on the south side of Route 230 is served by public water and sewer.

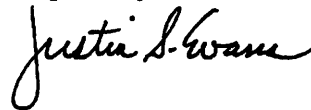
- This specific location is desirable by businesses due to the considerable amount of pass-by traffic.
- Since the eastern portion of the site was downzoned to Agricultural in 2006, their goal is to have the entire site zoned for development in 2021.
- They are familiar with the rush hour traffic on Cloverleaf Road and recently conducted a drone study of the corridor.
- Although COVID has an impact on traffic counts, they will use PennDOT's established multiplier to offset it.
- They are unsure whether the buildings will be for single users or if multi-tenant buildings are more appropriate.
- A goal of the mixed-use project is to promote walkability throughout the site.
- The current concept can be modified based on the type of tenants that will lease space.

Pennmark stated that their interests are aligned with the Township's comprehensive plan and Act 209 plans, which envision a commercial use for this site. They have purchased several properties in the area to create a more holistic town center district and are still attempting to purchase more and develop mixed-use sites since that type of project is in demand. The next step is to petition the Township for a rezoning to accommodate their plan on the east side of Cloverleaf Road.

10. Other Business: NONE

11. The next regular meeting of the Mount Joy Township Planning Commission is scheduled to be held on Monday, May 24, 2021 beginning at 7:00 P.M.
12. A motion was made by Richard Gates and seconded by John Dice to adjourn the meeting at 8:37 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, May 5, 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: John P. Henry, Esq. of Blakinger Thomas
3. Approve & ratify the minutes of the March 3, 2021 meeting

A motion was made by Robert F. Newton, Jr. and seconded by Gregory R. Hitz, Sr. to approve and ratify the March 3, 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 April 15, 2021 and April 22, 2021 editions of the Elizabethtown Advocate. The subject properties were posted on April 26, 2021.
5. Procedural briefing by the Zoning Hearing Board Solicitor
6. Swearing-in of all potential witnesses by the Court Reporter
7. Zoning Case #210005:
 - a. Applicant/Landowner: Robert A. & Tracy L. Schaeffer
 - b. Property Location: 2125 Harrisburg Avenue, Mount Joy, PA 17552; Tax Parcel ID #461-03862-0-0000
 - c. Zoning District: R-3 – High Density Residential District
 - d. Variance Requests: [of the Mount Joy Township Zoning Ordinance of 2012, as amended]
 - (1) Chapter 135, Article XII, §135-115.F(1) to encroach upon the minimum side yard setback
 - (2) Chapter 135, Article XII, §135-116.B to encroach upon the minimum front yard setback for accessory structures
 - (3) Chapter 135, Article XII, §135-116.C to encroach upon the minimum side yard setback for accessory structures
 - (4) Chapter 135, Article XII, §135-116.D to encroach upon the minimum rear yard setback for accessory structures
 - (5) Chapter 135, Article XXIII, §135-317.B to encroach upon the minimum setback for swimming pools
 - (6) Chapter 135, Article XXIII, §135-320.A to permit creation of a flag lot

(7) Chapter 135, Article XXIII, §135-320.F(4) to reduce the required minimum width of the flag lot pole

The applicant desires to subdivide a residential lot into two parcels. Landowners Robert and Tracy Schaeffer were present along with Steve Gergely of Harbor Engineering. Mr. Gergely gave an overview of the location and existing improvements on the lot, including a home, outbuildings, and a swimming pool.

- A shared driveway serves a separate landlocked property to the rear of the subject lot and will be widened as part of the proposed subdivision.
- The pole building will be split off onto Lot 2 with the new home.
- The shed, pool, and existing home will be on Lot 1.
- Flag lots are not permitted in the R-3 District and the proposed configuration does not preserve natural or cultural features.
- The main hardship pertaining to the property is that there is no other way to divide the lot due to its configuration and lot frontage.
- The requested dimensional variances are needed to accommodate existing structures.
- R-3 zoning is intended for high density development and the property is served by public water and sewer.
- If the variances are approved, the next step is to file a subdivision plan with stormwater management and a shared driveway agreement between the three lots.

The applicants acknowledged receipt of the Zoning Officer's letter dated March 22, 2021. They are also acceptant of the proposed conditions and aware of the requirements for variances. These are the minimum variances needed to accommodate this subdivision, which is located within the High Density Residential District. The Scheaffers purchased the property in 1994 or 1995 and intend to build a new home on the proposed lot then sell the old home. The hardship was not created by the landowner, although it is their decision to subdivide the property.

Mr. Hershey asked if the proposed dwelling could be moved more to the north so the lot line can be shifted that way. That would eliminate the pole building encroachment from the proposed lot line. Mr. Gergely this is actually a conceptual location until stormwater management is designed, and the owners wish to have the pole building on the lot with the new house. It is their workshop. Mr. Hershey also expressed a concern with the variances needed for the shed and pool. Moving the lot line towards Harrisburg Avenue would create additional variance requests, including maximum lot coverage.

Mr. Gergely requested a continuance to the hearing. A motion was made by Gregory R. Hitz, Sr. and seconded by James E. Hershey to grant a continuance. All members present voted in favor of the motion.

8. Zoning Case #210006:

- a. Applicant/Landowner: SERREH, LLC
- b. Property Location: 1113 & 1195 West Main Street, Mount Joy, PA 17552; Tax Parcel ID #461-91844-0-0000 & #461-82669-0-0000
- c. Zoning District: C-2, General Commercial District
- d. Variance Requests: [of the Mount Joy Township Zoning Ordinance of 2012, as amended]
 - (1) Chapter 135, Article XIV, §135-135.E(1)(a) to encroach upon the minimum front yard setback
 - (2) Chapter 135, Article XIV, §135-135.E(2) to encroach upon the minimum side yard setback
 - (3) Chapter 135, Article XIV, §135-135.F(2) to exceed the maximum impervious coverage
 - (4) Chapter 135, Article XXIII, §135-299.B(1) to encroach upon the required landscape strip
 - (5) Chapter 135, Article XXIII, §135-299.B(3) to modify the landscaping strip requirements
 - (6) Chapter 135, Article XXIII, §135-299.D(2)(a) to modify the interior parking lot landscaping requirements

The applicant desires to develop a 0.56-acre site currently consisting of two parcels into a medical office building. Steve Gergely from Harbor Engineering and architect Brett Hallacher represented the applicant SERREH, LLC. They acknowledged receipt of the Zoning Officer's letter dated April 19, 2021 and the proposed conditions therein. Mr. Gergely then provided an overview of the subject properties and proposed development:

- The site is zoned C-2 General Commercial and contains under 0.6 acres combined, less road rights-of-way.
- It is surrounded by various commercial uses.

- Access points are currently in place on both Snyder Road and West Main Street (Route 230), although one of the two driveways onto West Main Street must be removed per PennDOT requirements.
- The medical office will house up to five dentists and hygienists plus patients and support staff.
- Their previous 2015 zoning application presented a very similar structure and layout, but those variance approvals have expired. Modifications to the plan create the following inconsistencies with the Zoning Ordinance:
 - The parking area is set back at least 50' from the roadway per PennDOT standards, creating a new encroachment of zoning setbacks.
 - Additional feedback from PennDOT may eliminate the driveway onto West Main Street, leaving only the Snyder Road access.
 - Parking will encroach the north and east setbacks due to the smaller building envelope created by the ultimate rights-of-way.
 - 69% lot coverage is proposed; while 65% is the maximum.
 - A 5' landscaping strip is proposed to the north where a 10' setback is required.
 - 8 trees are required in the landscape strip; 4 are proposed.

Mr. Gergely requested an additional variance of Section 135-299.D(1) since the 15' landscape strip is proposed to be encroached upon by 2 parking spaces.

They plan to extend the sewer line in West Main Street approximately 700' to the site. Public water is available across the roadway. Stormwater management will likely take the form of an underground detention facility beneath the parking lot. Mr. Gergely also felt confident that this revised plan will comply with PennDOT standards. He noted that the hardship criteria for variances are addressed in the application narrative, and the basis centers on the fact that a commercial use on this site is extremely limited given the large right-of-way and other setbacks for non-residential uses.

A motion was made by James E. Hershey and seconded by Gregory R. Hitz, Sr. to grant approval of the requested variances subject to the following conditions. The motion was amended by James E. Hershey and seconded by Gregory R. Hitz, Sr. to include a variance of §135-299.D(1) that was added during the hearing.

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 by the Mount Joy Township Planning Commission, which shall combine the two lots in addition to platting the proposed improvements;
3. The Applicant shall obtain a zoning permit, stormwater management permit, and a Uniform Construction Code permit for any proposed improvements, as applicable; 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 May 5, 2021, except to the extent modified by conditions imposed by the Board herein.

All members present voted in favor of the motion.

9. Zoning Case #210007:

- a. Applicant/Landowner: Rheems Retail Center LLC
- b. Property Location: 2040 West Main Street, Mount Joy, PA 17552; Tax Parcel ID #461-02867-0-0000
- c. Zoning District: C-2, General Commercial District
- d. Variance Request: [of the Mount Joy Township Zoning Ordinance of 2012, as amended]
 - (1) Chapter 135, Article XIV, §135-135.F(2) to exceed the maximum impervious coverage

The applicant desires to add a drive-thru lane to an existing convenience store. Rheems Retail Center was represented by Anil Jivani, attorney Julie Slabinski, and Erik Harmon of Light-Heigel Associates. They acknowledged receipt of the Zoning Officer's letter dated April 19, 2021 and are prepared to address the questions contained within the letter. The requested variance is de minimus in that they propose 1% greater lot coverage than the 65% maximum.

Mr. Jivani, agent for Rheems Retail Center, provided the following testimony:

- The parcel contains two commercial structures, one of which is the convenience store that is the subject of this application.
- The convenience store contains approximately 2,4000 sf. and is served by public water and sewer.

- The convenience store and fuel pumps are permitted uses in the C-2 District.
- A drive-thru window will add convenience for customers and limited contact with employees in light of the safety concerns brought about by the pandemic.
- The proposed drive-thru lane will go around the building on the west and south sides, with the window located on the east side of the building.
- Customers can purchase pre-packaged foods, coffee, drinks, and other convenience store items via the drive-thru.
- These features are not expected to dramatically increase the amount of traffic coming to the property.

Erik Harmon provided the following testimony:

- The drive-thru window will be 8' x 10.5' and stick out from the building by 5'.
- A 12' wide drive-thru lane will circulate around the rear of the building and will have an escape lane near the window. It has a 175' lane length from entrance to exit and has a capacity of six vehicles.
- Waiting area parking spaces are provided at the eastern edge of the property.
- If approved, it will join the existing drive-thru for Rheems Retail Center as the second drive-thru lane on the property.
- Signage and pavement markings will be provided as shown on the site plan to help ensure that customers enter and exit the lane properly.
- The application satisfies all criteria in Section 135-255 for drive-thru uses.
- Careful consideration of traffic flow was made during the design, including consulting with Rettew Associates' traffic engineer John Schick. The proposed directional markings are sufficient in his opinion, and the 175' queuing lane is consistent with two area Sheetz convenience store locations.

The site contains 64.8% impervious coverage, which is slightly less than the C-2 District's 65% maximum. 1,750 sf. of additional impervious coverage is needed to construct the drive-thru, but three vegetated areas will be added to reduce the net coverage increase to approximately 500 sf. The variance to construct 66% impervious coverage will add some leeway up to an 800-sf. increase in coverage. Mr. Harmon identified the three areas of pavement that will be converted to green space on the site plan. They will comply with the Township's Stormwater Management Ordinance by designing and constructing additional stormwater capacity on site. It will likely be managed by facilities located under the drive-thru lane. It is the minimum relief needed to accommodate the proposal.

A motion was made by Gregory R. Hitz, Sr. and seconded by James E. Hershey to grant approval of the requested variances subject to the following conditions:

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 plan by the Mount Joy Township Planning Commission, or a waiver thereof;
3. The Applicant shall obtain a zoning permit, stormwater management permit, and a Uniform Construction Code permit for any proposed improvements, as applicable; 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 May 5, 2021, except to the extent modified by conditions imposed by the Board herein.

All members present voted in favor of the motion.

10. Zoning Case #210008:

- a. Applicant/Landowner: Ketterline, Inc.
- b. Property Location: 261, 265, & 267 Ersa Drive, Elizabethtown, PA 17022; Tax Parcel ID #460-97553-0-0000, 460-97746-0-0000, & 460-97835-0-0000
- c. Zoning District: R-2, Medium Density Residential District
- d. Variance Requests: [of the Mount Joy Township Zoning Ordinance of 2012, as amended]
 - (1) Chapter 135, Article XXVI, §135-353.F(1) to further develop under the Village Design Option on a site less than 10 acres
 - (2) Chapter 135, Article XXVI, §135-353.G to modify the required mixture of uses

The applicant desires to replat three residential lots into four residential lots. Developer Bob Kettering was represented by attorney Jeff Shank. Realtor Greg Birda, engineer Andy Weaver, and Erska Drive resident Susan Patton-Williams were also in attendance for this matter. Mr. Newton announced that he has known Mr. Shank since they were in school but does not have a conflict of interest in this case. The applicant acknowledged receipt of the Zoning Officer's letter dated April 19, 2021 and is prepared to address the questions therein.

Mr. Shank stated that they feel the variances are de minimus in nature. He introduced Exhibit A, which contains engineer Andy Weaver's calculations showing there is no increase in impervious coverage resulting from the proposal. Exhibit A-2 contains Mr. Birda's analysis of the applicant's affordable housing claim, to which Mr. Birda reiterated in his testimony. The lower price point of the duplex units aids in affordability, especially when compared to the single-family units. They were hopeful that an engine brake restriction could be placed on the adjacent Colebrook Road hill to improve livability, but that request was unsuccessful.

Mr. Kettering attested to the need for replatting the three lots into four. He went door-to-door to obtain signatures from all residents on Erska Drive since they are members of the homeowners' association. The signature sheet was included in the application and also submitted as Exhibit A-3 during the hearing. They reviewed the variance criteria and claimed a hardship based on market demands and the cost of building materials.

Mr. Hitz asked whether a sound wall against Colebrook Road or the railroad tracks would help the neighborhood. Mr. Kettering was unfamiliar with how to construct them and whether it was feasible where homes have already been built. The Board discussed parking in the neighborhood as well as the proposed density of development. An additional dwelling will raise the density above the 6 units/acre maximum to 6.2. The applicant requested an amendment to their application with a variance from Section 135-353.J to permit a density of 6.2 units/acre.

A motion was made by Thomas N. Campbell and seconded by Gregory R. Hitz to amend the application with a variance request from Section 135-353.J to permit a density of 6.2 dwelling units/acre. All members present voted in favor of the motion.

Ms. Patton-Williams, resident of 251 Erska Drive, supported the application with the understanding that the 13-lot development they bought into will be expanded to 14 lots. She does not have an issue with the additional home and also wants to have an engine brake restriction enacted on Colebrook Road. Mr. Evans explained that such a restriction must be approved by PennDOT, especially on a state road, and this segment exceeds the maximum grade criterion.

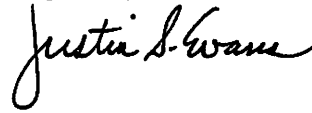
A motion was made by Robert F. Newton, Jr. and seconded by Gregory R. Hitz, Sr. to grant approval of the requested variances subject to the following conditions:

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 plan by the Mount Joy Township Planning Commission;
3. The Applicant shall obtain a zoning permit, stormwater management permit, and a Uniform Construction Code permit for any proposed improvements, as applicable;
4. The Applicant shall revise and record the existing Declaration of Erska Drive Association (the homeowners' association) to reflect the additional dwelling unit within the community and the new subdivision plan of lots; and
5. 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 May 5, 2021, except to the extent modified by conditions imposed by the Board herein.

All members present voted in favor of the motion.

11. Next hearing is scheduled for Wednesday, June 2, 2021, beginning at 7:00 p.m.
12. A motion was made by Gregory R. Hitz, Sr. to adjourn the meeting at 10:25 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Justin S. Evans". The signature is written in a cursive style with a large, looping initial 'J'.

Justin S. Evans, AICP
Township Manager/Zoning Officer

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

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on April 27, 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.
- 2) Roll Call: Present – Debra E. Dupler; Ralph F. Horne; Eric W. Kreider; David W. Sweigart, III and Douglas A. Hottenstein. Absent: None.
- 3) Public Comment: None.
- 4) Consent Calendar:
 - a) Approval and ratification of the minutes of the March 23, 2021 meeting.
 - b) Accept and ratify the Budget Report for the period of March 1, 2021 through March 31, 2021, subject to audit.
 - c) Approve payment of all bills via Bill List #5-2021 in the amount of \$ 58,390.69; Bill List #6-2021 in the amount of \$12,453.54; Bill List #7-2021 in the amount of \$36,284.48 and ratify payment of all payrolls for the period of February 26, 2021 through March 25, 2021, inclusive, in the amount of \$ 165,681.88, which represents two (2) pay periods.

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

5) Hiring of Officer:

Chief Mark Mayberry reported a conditional offer of employment was given to Samuel “Evan” Bigler with an effective date of May 17, 2021 pending background investigation.

A motion was made by David W. Sweigart, III and seconded by Eric W. Kreider to approve hiring of Samuel “Evan” Bigler as a NRLCPD police officer, effective date of May 17, 2021, to enter service at the probationary rate and serve a one-year probationary period pending background investigations. All other members voted in favor of the motion.

6) Capital Reserve Fund:

Mr. Marc Hershey noted he has been getting acclimated with the help of Lisa Heilner. Accruals were made for transfers to be made from the general fund transfer to the capital reserve fund for 2019 and 2020 in the amount of \$120,000 but the actual transfers were not done. As of March 31, 2021 the Capital Reserve balance is \$231,427. Mr. Hershey recommended transferring the \$60,000 that was accrued in 2019 and to not transfer the \$60,000 allocated for 2020. In the past, expenses appear to be paid out of the General Fund rather than the Capital Reserve Fund. The Capital Reserve Fund is normally used for large items such as the purchase of new cruisers.

A motion was made by David W. Sweigart, III and seconded by Debra E. Dupler to transfer \$60,000 as allocated in 2019 from the General Fund to the Capital Reserve Fund with no transfer being made for 2020. All other members voted in favor of the motion.

7) Accrued Comp Fund

Mr. Hershey reported the Accrued Comp Fund is established where each year the current leave balances of officers is used to calculate what future liability will be at retirement/separation date. Funds were accrued but not transferred from the Accrued Comp to the General Fund to offset the expenses of four (4) retirements. A transfer of \$213,000 will be made from Accrued Comp to the General Fund to cover those payroll expenses bringing the balance of the Accrued Comp Fund down to \$538,000. which is 40% higher than liability as of the end of the year 2020.

8) Investments

Mr. Hershey asked direction from the Commission as to whether they wish to approve investments made in money markets and CDs or do they wish to direct him to make those decisions. The Commission indicated they did not need to approve the transfers but would like updates.

9) Modified Cash Accrual

Mr. Hershey indicated he and Lisa Heilner met with Sean Carl from White & Rudy to prepare for the 2020 audit and discuss the current Modified Accrual method versus Modified Cash. White & Rudy recommends moving to Modified Cash Accrual which would require one adjustment each year to the Accrued Comp Fund but all other expenses and revenues would be made as a cash basis. After some discussion, this item was tabled with additional clarification being requested from White & Rudy.

10) Appointment of Secretary/Treasurer and Assistant Secretary/Treasurer

Mr. Hershey recommended appointing himself as Secretary Treasurer and Lisa as Assistant Secretary Treasurer so there is something official to provide to banking and investment companies.

A motion was made by Debra E. Dupler and seconded by David W. Sweigart, III to adopt Resolution No. 2-2021 appointing J. Marc Hershey as Secretary/Treasurer and Lisa S. Heilner as Assistant Secretary/Treasurer of the NWRPD. All other members voted in favor of the motion.

11) Advisements:

- The National Drug Take Back Event was held April 24, 2021 at the Giant Food Store, 1278 South Market Street from 10 a.m. to 2 p.m. with 85 lbs collected.
- All Department personnel completed CPR/First Aid certification provided by Northwest EMS.

12) Correspondence:

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

13) Other Business: Commissioner Horne questioned the status of body cams. Chief Mayberry reported the grant has been submitted and they are waiting to hear a response on the 10 body cams in order to cover shifts. Detective Ember noted the drone has been purchased and they are waiting for it to be shipped.

14) Next scheduled meeting of the Northwest Regional Lancaster County Police Commission to be held on Tuesday, May 25, 2021 beginning at 7:00 P.M, at the Mount Joy Township Municipal Complex, 8853 Elizabethtown Road, Elizabethtown, PA 17022.

15) Adjournment:

A motion was made by Eric W. Kreider and seconded by Ralph F. Horne to adjourn the meeting to Executive Session to discuss personnel issues at 7:29 P.M. All other members voted in favor of the motion.

Respectfully submitted,

Lisa Heilner
Assistant Secretary/Treasurer
Northwest Regional Lancaster
County Police Commission



Elizabethtown Regional Sewer Authority Minutes

March 9, 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, Dave Sweigart, Roger Snyder, Al Sollenberger and Ken Shaffer, Rick Erb. Also present were ERSA Manager, Nick Viscome; Engineer, Byrne Remphrey and Solicitor, George Alspach.

It was motioned by Snyder and seconded by Sollenberger to approve the minutes of the February 9, 2021, meeting. Motion carried.

Unfinished Business

- A. Viscome explained that the wording of the 2021-1 Resolution establishing sewer rates needed to be changed to reflect quarterly commercial charges rather than monthly charges. The updated wording should be: \$135.00 for the first 15,000 gallons plus an additional \$13.00 for every 1,000 gallons over 15,000 gallons per quarter. Mount Joy District: \$135.00 for first 15,000 gallons used plus an additional \$11.25 for every 1,000 gallons over 15,000 gallons per quarter.
It was motioned by Snyder and seconded by Sweigart to approve the amended Resolution 2021-1 as stated above. Motion carried.
- B. Remphrey and Viscome discussed the 4 townhome units at lot 131 Masonic Drive. These units will be rented and owned by one owner. The developer has requested sewer capacity for these units.
It was motioned by Sweigart and seconded by Sollenberger to grant capacity for the units on lot 131 conditioned on the Borough's approval. Motion carried.
- C. Remphrey and Viscome discussed a request received by the Hershey Developers for 1925 Sheaffer Rd. This development will contain 377 EDUs. Remphrey explained that he needs to study the lines leading to the Schwanger Road station to see if the mains can handle the flow from a 377 unit development. Additionally, the former Meyer farm on Campus Road will contain 485 units so coordination of sewer access and capacity needs to be studied. Remphrey and Viscome will be meeting virtually with the engineer of the 377 unit development.
- D. Based on the discussion of potential development on the Campus Road and Schwanger Road, Viscome asked the Board if we should consider updating our connection fee. The fee is currently \$2,914. In 2018, Remphrey recalculated the fee and came up with a figure of \$3,339 which was never adopted. The Board agreed to have Remphrey recalculated the tapping fee for the March meeting.
- E. Viscome told the Board that the Forino developers' group has purchased lots 1,3,4,5 & 7 from the Koser Brothers located on Newville Road. A developers agreement needs to be written which acknowledges an improvement guarantee of \$151,483.95. These lots also carry with it a \$5,000 per lot fee to develop sufficient sewer capacity at the Turnpike #2 pumping station.

It was motioned by Sweigart and seconded by Sollenberger to approve a developer's agreement with Forino. Motion carried.

Engineer Report

Remphrey highlighted a number of items in his monthly report to include:

1. The PLC, the "brains" of the Schwanger Road station have been replaced. This board tells the operators how and what the station is doing. This is expected to cost around \$12,000.
2. Bossler Road No. 1 – ERSA is also in receipt of a change order request from the contractor for approximately \$13,000 resulting from unforeseen conditions at the site. Specifically, the existing force main being connected to onsite was about 5 feet deeper than indicated on the Authority's records, requiring more extensive excavation and trench safety measures.
3. Miller Road 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 and WQM permits. CDM Smith received additional comments regarding the NPDES permit, for which they are currently preparing responses. To date, ERSA has not received comment regarding its application for an Army Corps permit. 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.
4. Infiltration/ Inflow –The last of the leaking laterals in the Newville Road area has been repaired.
5. Miscellaneous Development – Approval letters have been issued for the Raffensberger tract.
6. Nolt Road – Recently draw down tests were done on the Nolt Road station. This was following the recent replacement of the pump impellers. The draw down test indicated that this station could accommodate 12 more EDUS proposed by Jack Garner.
7. Remphrey reported that the most recent Chapter 94 report will be ready to review next week.

Treasurer Report

Shaffer reviewed his revenue and expenditure budget performance report. He pointed out that total revenues are running 99.9% of budget while the total administration expenses are 92.1% of budget. Shaffer also discussed the largest of the line items expenses for wastewater treatment charges. Remphrey told the Board that a bill was just received from the Borough. The amount of the last quarter was approximately \$166,000 which is under budget. The total cash position for February is \$9,036,882.

It was motioned by Snyder and seconded by Sweigart to approve the Treasures report. Motion carried.

Bills Payable

It was motioned by Snyder and seconded by O'Connell to approve the monthly bills payable in the amount of \$89,598.03. Motion carried.

The meeting adjourned at 7:20 PM.



Elizabethtown Regional Sewer Authority Minutes

April 13, 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, Al Sollenberger, Ken Shaffer and Rick Erb. Dave Sweigart was absent. Also present were Engineer, Byrne Remphrey and Solicitor, George Alspach. ERSA Manager, Nick Viscome was absent.

It was motioned by Snyder and seconded by Shaffer to approve the Minutes of the March 9, 2021 meeting. Motion approved.

Unfinished Business:

A. Personnel Policy Revisions: **After discussion and upon motion by Snyder, seconded by Shaffer, Resolution 2021-2 - amending the personnel policy (Personnel Policies Employee Handbook) to require notice by employee taking vacation or compensatory time - was approved and enacted.** Compensatory time and vacation leave shall be scheduled one (1) week in advance and approved by employee's immediate supervisor.

B. Tapping Fee Update. Remphrey led the discussion of the tapping fee which was last updated in 2014 and calculated in 2018. Since the 2014 calculation, the construction cost index went from 9806 to 11849 and ERSA's debt service amount decreased from approximately \$12.0 Million to \$7.5 Million. The calculation update simply adjusts historic costs to current index and revised outstanding debt principal. The allowable capacity component adjusted is \$4,027. The Board favored a \$3,624 amount which is 90% of the allowable amount. This issue is to be further discussed and acted upon at the authority's next meeting.

C. Miller Road Project: FEMA wants a hydrologic study and DEP is allowing FEMA to exercise its jurisdiction. There will be a mid-May submission to FEMA.

D. Legislative Changes: HB 957 – which requires multi-unit connection to be billed as a commercial connection - is pending and expected to become law. This is expected to force a change in all commercial billing rates and billing operations as it focuses on metered flow.

E. Bossler No. 1: Contractor PSI sought a change order for increased depth (12 foot vs. 5 foot) of the force main.

After discussion and upon motion (Snyder) duly seconded (O'Connell) a change order in the amount of \$9,227.05 was approved.

Station is operational as of January but completion of the project will require demolition of the wet well and site restoration.

F. Delinquent Accounts: Letters to delinquent accounts over \$600 is producing results. Further letters planned to produce payoffs by April 23.

Engineer Report:

Remphrey discussed various issues, including:

Hoffer Tract: Working with developer on interceptor issues, escrow for costs to be established.

Chapter 94 Report: Report filed end March. Radio Road interceptor an ongoing issue and ERSA will have to decide if it needs increased capacity in the lines.

Myers Tract is now targeted for development and meetings are to be scheduled.

McDonalds new connection is completed.

Ersa Drive laterals are now finished.

Stoneybrook phase 2A and 3A – signed documents and security not yet provided by developer.

Treasurer Report:

Shaffer reviewed budget performance on target with expenses at 93.1% of budget and treatment charges 93% (under budget) with a net income of \$153,265. Tapping fees for March exceeded budget. Audit is completed except for pension numbers to be incorporated into the final report.

Upon motion (Snyder) duly seconded (Sollenberger) the Treasurer's Report was accepted and approved.

Bills Payable:

Upon motion (Snyder) duly seconded (Sollenberger) the bills payable in the amount of \$341,271.41 were approved for payment.

The meeting was adjourned 7:15 PM.



Elizabethtown Regional Sewer Authority Minutes

May 11, 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, Al Sollenberger, Ken Shaffer and Rick Erb. Dave Sweigart was absent. Also present were ERSA Manager, Nick Viscome; Engineer, Byrne Remphrey and Solicitor, George Alspach.

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

Unfinished Business:

A. Viscome and Remphrey presented Resolution 3-2021 which revises the Authority's tapping fee. The current tapping fee with inspection costs is \$2,914. The new tapping fee with inspection costs will be \$3,796. The tapping fee has not been updated in seven years. **It was motioned by Snyder seconded by Sollenberger to adopt Resolution 3-2021 with 2 changes. On page 3, second paragraph "water" was changed to sewer and the dates of the tapping fee calculations is changed to April 17, 2021. Motion carried.**

B. Viscome told the Board that he could not find a status of House Bill 957. Proposed legislation to allow apartment building owners to be billed as commercial units if the building has a single meter. Viscome will follow this as best as he can.

C. Viscome asked the Board to increase the part time employee's hour rate from \$13.77 per hour to \$14.50 per hour. **It was motioned by Snyder seconded by Sollenberger to increase the hourly rate to \$14.50 per hour. Motion carried.**

D. Viscome discussed the effort by Michele Range to collect on some of our delinquent accounts. Michele has collected \$10,986.18 from the Mount Joy Township accounts. Delinquent letters will go out to West Donegal Township mid-May. Currently there are 77 accounts owing \$534,345.70.

E. Viscome told the Board that we will open the lobby to the public on June 1, 2021. The Board was in agreement.

Engineer Report:

Remphrey discussed various issues, including:

Bossler Rd No 1 – Authority staff discussed the desire to incorporate some additional features via change order, including the replacement of the fencing, replacement of a circuit breaker and incorporation of some additional paving. Concerning the first item, the Authority approved a proposal in the amount of \$17,041.38 for removal and disposal of the existing fencing and replacement with PVC-coated fencing and swing gate. The Authority is also in receipt of a change order in the amount of \$9,227.05 for additional labor and materials associated with the contractor’s efforts to work on the existing force main, which was significantly deeper than indicated on the Authority’s records. CDM Smith and Authority staff will review additional pricing upon receipt. **It was motioned by Snyder and seconded by O’Connell to authorize Remphrey and staff to execute the end of the project. Motion carried.**

Miller Rd – 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 and WQM permits. CDM Smith has revised and resubmitted an application for the NPDES permit and prepared an application for an Army Corps permit. Among the initial comments from the Army Corps is the need for a hydraulic evaluation of the flood way at and around the pumping station site, and CDM Smith has begun that process. 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.

Hoffer Tract: The previously-approved project consisting of 55 EDUs of residential and commercial development on the Hoffer tract does not appear to be proceeding. Instead, the Authority was contacted about a potential 377- unit subdivision at 1925 Sheaffer Road (Hoffer tract). CDM Smith and Authority staff met with the developer’s engineer regarding available capacity. As a result of this discussion, CDM Smith provided a proposal to the Authority and developer’s engineer to evaluate offsite sewers that would be used to convey flow from the site to the Schwanger Road Pumping Station. CDM Smith will begin the evaluation upon notice by the developer’s engineer and the establishment of the appropriate escrow with the Authority.

Kettering- ERSA Drive – Kettering may be asking the Board for capacity for an additional EDU.

Treasurer Report:

Shaffer presented a profit and loss budget performance summary to the Board. Including April, the revenues are 99.9% of budget while expenditures are 93% of budget. The ending cash balance to date:

Operations	\$1,723,594
Capital	\$85,788
Escrow	\$1,147,183.5
Fulton Advisors	<u>\$6,119,823</u>
	\$9,077,040

It was motioned by Sweigart and seconded by Snyder to approve the Treasurer's Report. Motion carried.

Bills Payable:

It was motioned by Sollenberger and seconded by Snyder to approve the bills payable in the amount of \$104,104.15.

The meeting was adjourned 7:25 PM.



**GREATER ELIZABETHTOWN AREA RECREATION & COMMUNITY SERVICES
BOARD MEETING
CONOY TOWNSHIP-SALT SHAKER BUILDING
MAY 18, 2021 AT 7:00 PM**

BOARD MEMBERS

IN ATTENDANCE:

Gerald Cole, Chairman, Mount Joy Township
Howard Kroesen, Vice Chair, Elizabethtown Borough
Barry Garman, Treasurer, West Donegal Township
Alexander Shubert, Mount Joy Township
Meade Bierly, Elizabethtown Borough
Logan Hoover, West Donegal Township

BOARD MEMBERS ABSENT:

Phillip Clark, Elizabethtown Borough
Jayce Duncan, Mt. Joy Township
Phillip Dunn, West Donegal Township

OTHER PARTICIPANTS

Justin Risser, Conoy Township
Menno Riggleman, Conoy Township

STAFF IN ATTENDANCE:

David Wendel, Executive Director
Joyce Hardman, Recorder of Minutes

1. CALL TO ORDER

Chairman Cole called the GEARS May 2021 Board Meeting to order at 7:00 pm

2. PUBLIC COMMENT

There were no public comments.

3. BOARD MINUTES

Mr. Cole presented the April 2021 board minutes. Mr. Kroesen motioned to approve; Mr. Garman was second; motion unanimously carried. April 2021 Board Minutes approved as submitted.

70 South Poplar Street, Elizabethtown, PA 17022

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4. FINANCIAL REPORT

- **April Financial Report:** Mr. Wendel reported that the second quarter municipal contribution is reflected under administration. For the month of April, we operated on a surplus which shows we are recovering from the pandemic but at a very slow pace. Although our revenues are about 20% higher than April 2020, we are down about 19% compared to April 2019 which is a better barometer to compare revenues from a non-pandemic year.
- **Cash Proof Report:** Mr. Wendel reported that we currently have nearly \$685,000 combined in our accounts from BB&T and ENB. As stated in previous meetings, it will be a slow recovery in 2021. With revenues down 19% compared with non-pandemic year (April 2019), it shows we still have a long way to go to gain back our losses resulting from the pandemic.
- **PPP Loan:** Mr. Wendel reported that we will exhaust all PPP funds by the end of May. We will begin the process of loan forgiveness through ENB and SBA.
- **Child Care Funding:** Mr. Wendel reported that we recently received \$219,000 from the state for Kids Center. These are part of the funds allocated for child care providers that we have been expecting since April. These funds will be used exclusively for child care payroll and be documented accordingly.

Mr. Cole presented the April financial report. Mr. Kroesen moved to approve; Mr. Garman was second; motion unanimously carried. April 2021 financial report approved as submitted.

5. COMMITTEE REPORTS

- **Executive Committee:** No Report.
- **Finance Committee:** No Report.
- **Program Committee:** No Report

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- **Facilities Committee:** No Report
- **Sponsorship Committee:** No Report.

6. EXECUTIVE DIRECTOR REPORT

- **Recreation:** Mr. Wendel highlighted some of the new class offerings including Intro to Kayaking and Astronomy 101 that attracted a combined 27 participants. In addition, our spring mix golf tournament attracted 62 golfers and raised nearly \$4,500. Daddy/Daughter event will be held on Friday at fair grounds. With it being outside rather than in the Masonic Village ballroom due to the pandemic, this year's event theme is Boots and Bells. This will allow for a safer outdoor environment and proper social distancing. Currently, about 130 registered for summer playground program and Camp Ladybug. Lastly, a labor shortage is causing hiring challenges for our part-time seasonal positions. Difficult to compete with Nordstrom for example who is hiring summer employees at \$18/hour. Need to address as part of the 2022 budgetary process.
- **Fundraising:** Currently, we have raised over \$51,000. Last year, we raised over \$63,000, our recorded high. We are on pace to match or exceed last year's total. For further comparison, in 2019, we raised over \$53,000 in a non-pandemic year. Our fundraising efforts have significantly improved over the past 12 months.
- **Kids Center:** Mr. Wendel reported that 2021-2022 enrollment for B/A is currently 65 FT and 21 PT, preschool 18 and kindergarten 22. Our 2021 summer camp program at East High has 114 enrolled. Highlights from this reporting period include Earth Day Celebration including ladybug release, Mother Day Tea Party, Soccer Shots and Lil Caesar's Pizza Fundraiser.

Mr. Kroesen asked if there has been any feedback regarding the tuition increases for 2021-2022?

Mr. Wendel responded that to his knowledge no one has expressed concern at this point. We will continue to monitor the situation as contracts are signed for upcoming school year.

- **Senior Center:** Ms. Hardman reported that on May 27 drive thru produce vouchers will be available at Elizabethtown BIC parking lot from 9 am to 2 pm. Reopening of the senior center is scheduled for June 7 with part-time hours from 8:30 am to 11:30 am with grab n' go lunches.

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- **Advertising:** Mr. Wendel shared a few recent articles in the Advocate and Merchandiser regarding GEARS programs. One article with a picture of our staff and kids regarding our Earth Day event landed on the front page of the Advocate. It seems weekly our programs are being advertised.
- **Facilities:** Mr. Wendel reported that the senior center flooring has been installed. In addition, the area in front of the new playground fence facing toward the ball field was cleared of mulch and fabric and raised with top soil and grass seed. The grass is now fully established and will help contain the playground wood fiber which was often washed away due to storm water. This will also help promote storm water infiltration with the fabric removed.
- **CDC Guidelines:** Mr. Wendel reported that recent CDC Guidance permits vaccinated individuals to not have to wear a mask indoors or outdoors. This will not impact GEARS staff at this point as we will continue to wear masks while in the community center until further notice. Since we serve children under the age of 12 who are not currently able to get vaccinated and eventually seniors who are part of the vulnerable and high risk segment of the population, as a staff we will continue to wear a mask regardless of vaccination status. Employers can establish their own rules pertaining to masks but cannot be less restrictive than local, state or federal guidelines/orders.

With that said, Mr. Wendel would like to permit vaccinated individuals from wearing a mask while participating in a GEARS sponsored program. This would only apply to activities held in the community center gym and outlying sites. For the gym, participants would enter from the doors outside of the gym and not access other areas of the building. If vaccinated, they would be permitted to remove their mask, if not vaccinated masks would be required pursuant to state order. We will consider ways to enforce or resort to honor system.

Mr. Kroesen motioned to permit vaccinated individuals to remove their masks while participating in a GEARS program; Mr. Hoover was second; motion unanimously carried.

Mr. Hoover stated that GEARS programs held at outlying sites, (i.e., EASD, WDT, etc.) should adhere to the property owner's mitigation requirements pertaining to COVID-19.

Mr. Wendel stated that GEARS will follow the requirements of the property owners.

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Mr. Wendel reported that Spencer Heisey from the Elizabethtown Boys Club (EBC) contacted him to find out if masks were still required at Poplar Street Park with the new CDC guidance. Mr. Heisey reported that registration for their tournaments was being impacted by the mask requirement.

Mr. Cole indicated that he was contacted by Mr. Heisey as well. He also said that the mask requirement is difficult to enforce.

Mr. Kroesen stated that at recent EBC baseball games that very few spectators and players were wearing masks.

Mr. Kroesen motioned to allow the Elizabethtown Boys Club (EBC) to determine, manage and enforce the use of face coverings for their events; Mr. Hoover was second; motion carried. Mr. Risser abstained.

7. BOARD COMMENTS

Mr. Hoover asked Mr. Wendel if he spoke with the Elizabethtown Borough police chief about "No Parking" signage/language for our parking lots.

Mr. Wendel reported that he left a message for Chief Cunningham but he did not respond. Mr. Ketchum is now looking into the matter.

Mr. Cole reported that EACSA is reviewing the feasibility study and considering building options. Storage a need to consider if second floor is renovated.

8. EXECUTIVE SESSION

No Executive session was requested.

9. NEXT MEETING:

The next GEARs Board meeting is scheduled on Tuesday, June 15 at 7 pm at the Elizabethtown Borough Offices.

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10. ADJOURNMENT

Mr. Cole adjourned the meeting at 7:58 pm.

Respectfully submitted,

David A. Wendel

Executive Director

70 South Poplar Street, Elizabethtown, PA 17022

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Incident Date between 2021-05-01 and 2021-06-01



Northwest EMS Zone Breakdown Report for May 2021

Zone Breakdown

Zone	Calls
	2
Dauphin- Conewago Township (22910)	6
Dauphin- Derry Township (22912)	12
Dauphin- Londonderry Township (22920)	5
Lancaster- Clay Township (36917)	15
Lancaster- Columbia Borough (36002)	32
Lancaster- Conoy Township (36920)	16
Lancaster- East Donegal Township (36925)	44
Lancaster- East Hempfield Township (36928)	14
Lancaster- East Petersburg Borough (36930)	4
Lancaster- Elizabeth Township (36932)	14
Lancaster- Elizabethtown Borough (36803)	108
Lancaster- Ephrata Borough (36804)	3
Lancaster- Lancaster City (36001)	16
Lancaster- Lititz Borough (36806)	1
Lancaster- Manheim Borough (36807)	38
Lancaster- Manor Township (36938)	1
Lancaster- Marietta Borough (36939)	26
Lancaster- Mount Joy Borough (36809)	34
Lancaster- Mount Joy Township (36942)	82
Lancaster- Mountville Borough (52016)	1
Lancaster- Penn Township (36944)	57
Lancaster- Rapho Township (36948)	65
Lancaster- Warwick Township (36955)	6
Lancaster- West Donegal Township (36958)	108
Lancaster- West Hempfield Township (36960)	7
Lancaster- West Lampeter Township (83256)	1
Lebanon - Heidelberg Township	8
Lebanon - Millcreek Township (49560)	2
Lebanon - Myerstown Borough (52488)	1
Lebanon- Lebanon City (38001)	4

Lebanon- North Cornwall Township (54928)	1
Lebanon- South Lebanon Township (38921)	2
Lebanon- West Cornwall Township (38925)	3
York - Lower Windsor Township (45152)	1
York- Hellam Township (67929)	2
York- Wrightsville Borough (67968)	4
	Total 746

Incident Date between 2021-01-01 and 2021-06-01



Northwest EMS Zone Breakdown Report for January – May 2021 YTD

Zone Breakdown

Zone	Calls
	11
Cumberland - Hampden Township (21910)	1
Cumberland - Mechanicsburg Borough (21804)	1
Dauphin- Conewago Township (22910)	26
Dauphin- Derry Township (22912)	62
Dauphin- Londonderry Township (22920)	42
Dauphin- Middletown Borough (22002)	2
Lancaster - Denver Borough (18888)	1
Lancaster - Ephrata Township (23840)	4
Lancaster - West Cocalico Township (82728)	7
Lancaster- Clay Township (36917)	64
Lancaster- Columbia Borough (36002)	120
Lancaster- Conoy Township (36920)	94
Lancaster- East Donegal Township (36925)	269
Lancaster- East Hempfield Township (36928)	59
Lancaster- East Petersburg Borough (36930)	8
Lancaster- Elizabeth Township (36932)	63
Lancaster- Elizabethtown Borough (36803)	524
Lancaster- Ephrata Borough (36804)	10
Lancaster- Lancaster City (36001)	83
Lancaster- Lititz Borough (36806)	16
Lancaster- Manheim Borough (36807)	197
Lancaster- Manheim Township (36937)	4
Lancaster- Manor Township (36938)	3
Lancaster- Marietta Borough (36939)	116
Lancaster- Mount Joy Borough (36809)	136
Lancaster- Mount Joy Township (36942)	342
Lancaster- Mountville Borough (52016)	4
Lancaster- Penn Township (36944)	320
Lancaster- Rapho Township (36948)	241

Lancaster- Warwick Township (36955)	21
Lancaster- West Donegal Township (36958)	516
Lancaster- West Hempfield Township (36960)	21
Lancaster- West Lampeter Township (83256)	1
Lebanon - Cornwall Borough (38908)	3
Lebanon - Heidelberg Township	16
Lebanon - Millcreek Township (49560)	3
Lebanon - Myerstown Borough (52488)	1
Lebanon- Lebanon City (38001)	5
Lebanon- North Cornwall Township (54928)	1
Lebanon- South Lebanon Township (38921)	3
Lebanon- South Londonderry Township (38922)	2
Lebanon- West Cornwall Township (38925)	3
York - Lower Windsor Township (45152)	5
York- Hellam Township (67929)	7
York- Spring Garden Township (67003)	1
York- Wrightsville Borough (67968)	18
	Total 3457



ELIZABETHTOWN

Incidents By Census Tract

May 2021

Census Tract		Count	Pct of Incidents
CT	CONOY TOWNSHIP	3	5.88 %
CWT	CONEWAGO TOWNSHIP	2	3.92 %
EHT	EAST HEMPFIELD TOWNSHIP	2	3.92 %
ETB	ELIZABETHTOWN BOROUGH	18	35.29 %
MJB	MOUNT JOY BOROUGH	1	1.96 %
MJT	MOUNT JOY TOWNSHIP	16	31.37 %
MTB	MIDDLETOWN BOROUGH	1	1.96 %
RT	RAPHO TOWNSHIP	1	1.96 %
WDT	WEST DONEGAL TOWNSHIP	7	13.72 %
Total Incident Count:		51	



ELIZABETHTOWN

INCIDENT TYPE REPORT SUMMARY

May 2021

Incident Type	Count	Percent
1 Fire		
111 Building fire	3	5.88 %
118 Trash or rubbish fire, contained	1	1.96 %
140 Natural vegetation fire, Other	3	5.88 %
	<u>7</u>	<u>13.72 %</u>
3 Rescue & Emergency Medical Service Incident		
311 Medical assist, assist EMS crew	5	9.80 %
322 Motor vehicle accident with injuries	4	7.84 %
324 Motor Vehicle Accident with no injuries	1	1.96 %
352 Extrication of victim(s) from vehicle	1	1.96 %
	<u>11</u>	<u>21.56 %</u>
4 Hazardous Condition (No Fire)		
412 Gas leak (natural gas or LPG)	2	3.92 %
413 Oil or other combustible liquid spill	1	1.96 %
463 Vehicle accident, general cleanup	6	11.76 %
	<u>9</u>	<u>17.64 %</u>
5 Service Call		
500 Service Call, other	1	1.96 %
542 Animal rescue	1	1.96 %
550 Public service assistance, Other	1	1.96 %
5503 FIRE POLICE	5	9.80 %
571 Cover assignment, standby, moveup	1	1.96 %
	<u>9</u>	<u>17.64 %</u>
6 Good Intent Call		
600 Good intent call, Other	1	1.96 %
611 Dispatched & cancelled en route	5	9.80 %
6112 FAILED TO RESPOND	1	1.96 %
622 No Incident found on arrival at dispatch address	1	1.96 %
631 Authorized controlled burning	2	3.92 %
651 Smoke scare, odor of smoke	2	3.92 %
	<u>12</u>	<u>23.52 %</u>
7 False Alarm & False Call		
700 False alarm or false call, Other	1	1.96 %



ELIZABETHTOWN

INCIDENT TYPE REPORT SUMMARY

May 2021

Incident Type	Count	Percent
7 False Alarm & False Call		
735 Alarm system sounded due to malfunction	1	1.96 %
743 Smoke detector activation, no fire - unintentional	1	1.96 %
	<u>3</u>	<u>5.88 %</u>

Total Incident Count: 51



ELIZABETHTOWN

Monthly Report

May 2021

Category	Current Month		Year-to-Date	
	Count	Staff Hrs	Count	Staff Hrs
Fire Alarm Situations				
Accident, potential accident	6	21.34	6	25.79
Animal problem or rescue	1	2.96	1	3.12
Chemical release, reaction, or toxic condition	0	0.00	2	15.31
Combustible/flammable spills & leaks	3	19.60	5	19.85
Controlled burning	2	0.00	14	6.31
Cover assignment, standby at fire station, move-up	1	1,216.55	11	284.38
Dispatched and cancelled en route	6	3.95	35	43.88
Electrical wiring/equipment problem	0	0.00	3	33.10
Emergency medical service (EMS) Incident	5	16.67	25	103.30
Excessive heat, scorch burns with no ignition	0	0.00	1	6.16
Extrication, rescue	1	11.76	2	12.05
False alarm and false call, Other	1	0.84	1	2.99
Fire in mobile property used as a fixed structure	0	0.00	1	14.88
Good intent call, Other	1	2.31	4	7.65
Malicious, mischievous false alarm	0	0.00	1	1.05
Medical assist	5	5.99	14	32.37
Mobile property (vehicle) fire	0	0.00	4	48.78
Natural vegetation fire	3	12.36	5	62.47
Outside rubbish fire	0	0.00	2	8.94
Public service assistance	6	15.47	25	67.07
Service call, Other	1	4.16	0	0.00
Smoke, odor problem	0	0.00	1	4.86
Steam, Other gas mistaken for smoke	2	8.97	18	101.85
Structure Fire	4	43.30	21	510.76
System or detector malfunction	1	2.87	30	95.88
Unauthorized burning	0	0.00	1	3.42
Unintentional system/detector operation (no fire)	1	1.12	9	23.88
Water problem	0	0.00	2	2.87
Wrong location, no emergency found	1	0.20	1	3.92
	51	1,390.42	245	1,546.89
Training				
2021 SCBA FIT TEST	1	0.00	0	0.00
ANNUAL BLOOD BORNE PATHOGEN TRAINING	0	0.00	2	6.00
ANNUAL FIT TEST	0	0.00	15	30.00
Annual SCBA Certification	0	0.00	22	22.00
CPR HEALTH CARE PROVIDER	0	0.00	7	28.00
EDUCATIONAL METHODOLOGY FOR LOCAL LEVEL	0	0.00	5	200.00
ENGINE 74-1 DRIVER QUALIFICATION	1	0.00	0	0.00

* 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

May 2021

Category	Current Month		Year-to-Date	
	Count	Staff Hrs	Count	Staff Hrs
Training				
ENGINE 74-2 DRIVER QUALIFICATION	0	0.00	1	0.00
ENGINE 74-2 QUALIFICATION	0	0.00	1	0.00
EXTERIOR FIREFIGHTING	0	0.00	1	52.00
HAZARDOUS MATERIALS AWARENESS LEVEL 472	0	0.00	1	7.00
HEARTSAVER FIRST AID	0	0.00	4	12.00
IN HOUSE DRIVER TRAINING	2	3.00	2	4.00
INTRO TO THE FIRE SERVICE	0	0.00	1	16.00
MISC IN-HOUSE TRAINING	37	152.50	59	106.00
MISCELLANEOUS DRIVER COURSE	1	8.00	0	0.00
NFPA 1041: FIRE INSTRUCTOR I	1	5.00	0	0.00
NIMS 200	0	0.00	2	8.00
NIMS 800	0	0.00	1	3.00
OPERATIONS LEVEL ANNUAL REFRESHER TRAINING	0	0.00	5	30.00
PA DOH EMT	0	0.00	1	5.00
PA DOH VEHICLE RESCUE TECHNICIAN	1	5.00	0	0.00
PUMP OPERATIONS I	1	16.00	0	0.00
	45	189.50	130	529.00

* 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

MJT Incident List by Street Address

May 2021

Incident	Date	Alarm	Location	Incident Type
21-0000197	05/02/2021	03:56:29	60 TIA CR	111 Building fire
21-0000256	05/02/2021	12:09:04	770 KNOLL DR	111 Building fire
21-0000211	05/04/2021	13:33:11	680 N HOLLY ST	611 Dispatched & cancelled en route
21-0000212	05/04/2021	14:29:55	MILTON GROVE RD S &	324 Motor Vehicle Accident with no injuries
21-0000213	05/04/2021	14:57:01	95 ANCHOR RD	322 Motor vehicle accident with injuries
21-0000252	05/09/2021	13:00:57	S MARKET ST & CLOVERLEAF RD	5503 FIRE POLICE
21-0000238	05/12/2021	07:05:46	HEREFORD RD & ELIZABETHTOWN RD	322 Motor vehicle accident with injuries
21-0000239	05/12/2021	08:56:31	BEVERLY RD & ROUTE 743	413 Oil or other combustible liquid spill
21-0000258	05/13/2021	08:16:55	393 N RIDGEVIEW RD	631 Authorized controlled burning
21-0000222	05/14/2021	11:26:37	922 HERSHEY RD	463 Vehicle accident, general cleanup
21-0000247	05/15/2021	10:25:26	CLOVERLEAF RD & W MAIN ST	5503 FIRE POLICE
21-0000219	05/18/2021	01:22:34	110 ROUTE 283 E	463 Vehicle accident, general cleanup
21-0000250	05/19/2021	21:39:12	RT 283 W & CLOVERLEAF RD	6112 FAILED TO RESPOND
21-0000228	05/21/2021	16:07:06	1641 S MARKET ST	140 Natural vegetation fire, Other
21-0000230	05/21/2021	13:55:11	MOUNT GRETNA RD & BELLAIRE RD	322 Motor vehicle accident with injuries
21-0000226	05/22/2021	12:20:31	972 MILTON GROVE RD N	600 Good intent call, Other

Total Incident Count 16

Rheems Fire Department

Rheems, PA

This report was generated on 6/8/2021 3:01:33 PM



Total Manhours per Activity Code for Date Range

StartDate: 05/01/2021 | EndDate: 05/31/2021

ACTIVITY CODE	# DAYBOOK ITEMS	# PEOPLE	HOURS	MANHOURS	% TOTAL TIME
RFD001 - Response to Alarms	65	147	33.92	79.84	24.08%
RFD002 - Training - In House	6	76	16.50	214.00	64.54%
RFD003 - Training - Certified	5	5	5.50	5.50	1.66%
RFD005 - Equipment Maintenance	3	3	2.50	2.50	0.75%
RFD011 - Municipal Meetings	1	2	0.50	1.00	0.30%
RFD014 - Administration	14	21	15.75	26.25	7.92%
RFD015 - Fund Raising	1	1	2.50	2.50	0.75%
TOTAL	95	255	77.17	331.59	

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 6/8/2021 3:08:37 PM



Incident Address and Type for Date Range (Landscape)

Incident Status(s): All Incident Statuses | Start Date: 05/01/2021 | End Date: 05/31/2021

INCIDENT #	DATE	LOCATION TYPE	ADDRESS	INCIDENT TYPE	ALARM	CLEARED SCENE
2021-85	05/01/2021		174 283 RT W / SNYDER RD/RISSERMILL RD, Mount Joy (Township of), PA, 17552	Steam, vapor, fog or dust thought to be smoke	05/01/2021 14:44	05/01/2021 14:55
2021-86	05/01/2021		1599 W MAIN ST / HARRISBURG AVE/RIDGE RUN RD, Mount Joy (Township of), PA, 17552	Brush or brush-and-grass mixture fire	05/01/2021 21:06	05/01/2021 21:09
2021-87	05/02/2021		60 TIA CIR / SHADY OAK DR/DEAD END, Mount Joy (Township of), PA, 17552	Building fire	05/02/2021 03:55	05/02/2021 05:03
2021-88	05/02/2021		770 KNOLL DR / ROB DR/DEAD END, Mount Joy (Township of), PA, 17552	Building fire	05/02/2021 12:08	05/02/2021 13:09
2021-89	05/03/2021		4 HARVESTVIEW S / DEAD END//MARIETTA AVE, Mount Joy, PA, 17552	Building fire	05/03/2021 19:18	05/03/2021 19:58
2021-90	05/04/2021		1641 S Market ST / DONEGAL ST/SHEAFFER RD, Mount Joy (Township of), PA, 17022	Motor vehicle accident with injuries	05/04/2021 14:56	05/04/2021 15:25
2021-91	05/07/2021		147 MERTS DR / CLOVERLEAF RD/DEAD END, Mount Joy (Township of), PA, 17022	Carbon monoxide incident	05/07/2021 18:43	05/07/2021 19:21
2021-92	05/09/2021	Intersection	MERTS DR / CAMPUS RD, Mount Joy (Township of), PA, 17022	Motor vehicle accident with injuries	05/09/2021 16:27	05/09/2021 16:54
2021-93	05/10/2021		1520 HARRISBURG AVE / NOLT RD/MILL RD, West Donegal (Township of), PA, 17022	Medical assist, assist EMS crew	05/10/2021 14:41	05/10/2021 14:55
2021-94	05/12/2021	Intersection	HEREFORD RD RD / ELIZABETHTOWN RD, Mount Joy (Township of), PA, 17022	Extrication of victim(s) from vehicle	05/12/2021 07:05	05/12/2021 07:20
2021-95	05/12/2021		655 MILTON GROVE RD S / TRAIL RD S//RIDGE RD, Mount Joy (Township of), PA, 17552	Lock-out	05/12/2021 12:58	05/12/2021 13:14
2021-96	05/15/2021	Intersection	CLOVERLEAF RD / W MAIN ST, Mount Joy (Township of), PA, 17552	Motor vehicle accident with injuries	05/15/2021 10:25	05/15/2021 11:07
2021-97	05/15/2021		52 W Ridge RD , West Donegal (Township of), PA, 17022	Smoke scare, odor of smoke	05/15/2021 15:44	05/15/2021 15:55
2021-98	05/19/2021		129 BULLRUSH LNDG / BRIAR ROSE TRL/BRIAR ROSE TRL, West Donegal (Township of), PA, 17022	Smoke detector activation due to malfunction	05/19/2021 10:08	05/19/2021 10:31
2021-99	05/19/2021	Intersection	ROUTE 283 W / CLOVERLEAF RD, Mount Joy (Township of), PA, 17552	Motor vehicle accident with injuries	05/19/2021 21:25	05/19/2021 22:29
2021-100	05/21/2021		1641 S MARKET ST / ANCHOR RD/SHEAFFER RD, Mount Joy (Township of), PA, 17022	Brush or brush-and-grass mixture fire	05/21/2021 16:07	05/21/2021 16:25
2021-101	05/22/2021		972 MILTON GROVE RD N / TREELINE DR/CYPRESS LN, Mount Joy (Township of), PA, 17022	Mobile property (vehicle) fire, other	05/22/2021 12:19	05/22/2021 12:25
2021-102	05/22/2021	Intersection	N 2ND ST / WALNUT ST, Conoy (Township of), PA, 17502	Brush or brush-and-grass mixture fire	05/22/2021 18:52	05/22/2021 20:45
2021-103	05/23/2021		115 RISSER RD / BAINBRIDGE RD//NISSLEY RD, Conoy (Township of), PA, 17502	Gas leak (natural gas or LPG)	05/23/2021 13:55	05/23/2021 14:27
2021-104	05/28/2021	Intersection	STONE MILL DR / MAYTOWN RD, West Donegal (Township of), PA, 17022	Motor vehicle accident with no injuries.	05/28/2021 22:04	05/28/2021 22:13
2021-105	05/29/2021	Intersection	CLOVERLEAF RD / S MARKET ST, Mount Joy (Township of), PA, 17552	Motor vehicle accident with no injuries.	05/29/2021 16:48	05/29/2021 16:55

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 6/8/2021 3:07:55 PM



Incident Type Count per Municipality per Station for Date Range

Start Date: 05/01/2021 | End Date: 05/31/2021

INCIDENT TYPE	# INCIDENTS
MUNICIPALITY: CONOY (TOWNSHIP OF)	
Station 70 - Rheems Fire Department:	
142 - Brush or brush-and-grass mixture fire	1
412 - Gas leak (natural gas or LPG)	1
# Incidents for 70 - Rheems Fire Department:	2
# INCIDENTS FOR CONOY (TOWNSHIP OF):	2

MUNICIPALITY: MOUNT JOY	
Station 70 - Rheems Fire Department:	
111 - Building fire	1
# Incidents for 70 - Rheems Fire Department:	1
# INCIDENTS FOR MOUNT JOY:	1

MUNICIPALITY: MOUNT JOY (TOWNSHIP OF)	
Station 70 - Rheems Fire Department:	
111 - Building fire	2
130 - Mobile property (vehicle) fire, other	1
142 - Brush or brush-and-grass mixture fire	2
322 - Motor vehicle accident with injuries	4
324 - Motor vehicle accident with no injuries.	1
352 - Extrication of victim(s) from vehicle	1
424 - Carbon monoxide incident	1
511 - Lock-out	1
652 - Steam, vapor, fog or dust thought to be smoke	1
# Incidents for 70 - Rheems Fire Department:	14
# INCIDENTS FOR MOUNT JOY (TOWNSHIP OF):	14

MUNICIPALITY: WEST DONEGAL (TOWNSHIP OF)	
Station 70 - Rheems Fire Department:	
311 - Medical assist, assist EMS crew	1
324 - Motor vehicle accident with no injuries.	1
651 - Smoke scare, odor of smoke	1

Only REVIEWED incidents included.



INCIDENT TYPE	# INCIDENTS
733 - Smoke detector activation due to malfunction	1
# Incidents for 70 - Rheems Fire Department:	4
# INCIDENTS FOR WEST DONEGAL (TOWNSHIP OF):	4

Only REVIEWED incidents included.



Mastersonville Fire Company Monthly Report

April 2021

Mastersonville was dispatched to 28 calls for the month.

14 – Fire

14 – EMS

Time in service of – 6.98 Hours

Manpower for month - 134

Average manpower per call – 9.57

Man-hours – 49 hours 47 minutes

Calls by Municipality:

- Rapho Twp – 7
- Mt. Joy Twp. - 3
- Manheim Boro – 1
- W. Cornwall Twp. – 1
- S. Annville Twp. – 1
- Conoy Twp - 1

Apparatus used:

- Engine 271 - 0
- Engine 272 - 2
- Tanker 27 - 9
- Squad 271 - 8
- QRS 27 - 2
- Duty Vehicle – 10
- Fire Police – 9

Property loss for the month – \$0.00

Property Saved – \$0.00

Training – 29 members performed training and station duties for 62 hours this month.

Notable incident:

Mastersonville Fire Company

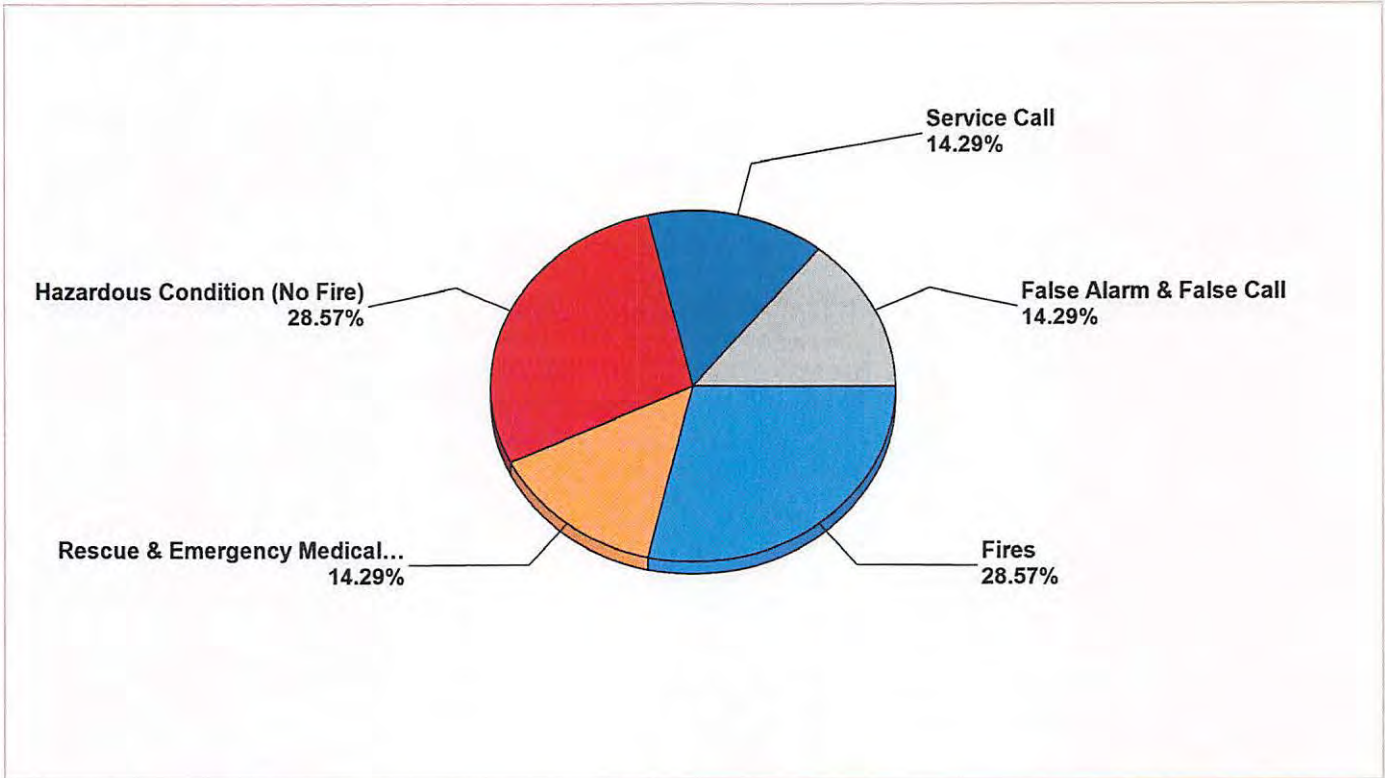


Manheim, PA

This report was generated on 5/17/2021 4:45:34 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2021 | End Date: 04/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	28.57%
Rescue & Emergency Medical Service	2	14.29%
Hazardous Condition (No Fire)	4	28.57%
Service Call	2	14.29%
False Alarm & False Call	2	14.29%
TOTAL	14	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	4	28.57%
352 - Extrication of victim(s) from vehicle	2	14.29%
444 - Power line down	2	14.29%
463 - Vehicle accident, general cleanup	2	14.29%
553 - Public service	2	14.29%
745 - Alarm system activation, no fire - unintentional	2	14.29%
TOTAL INCIDENTS:	14	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

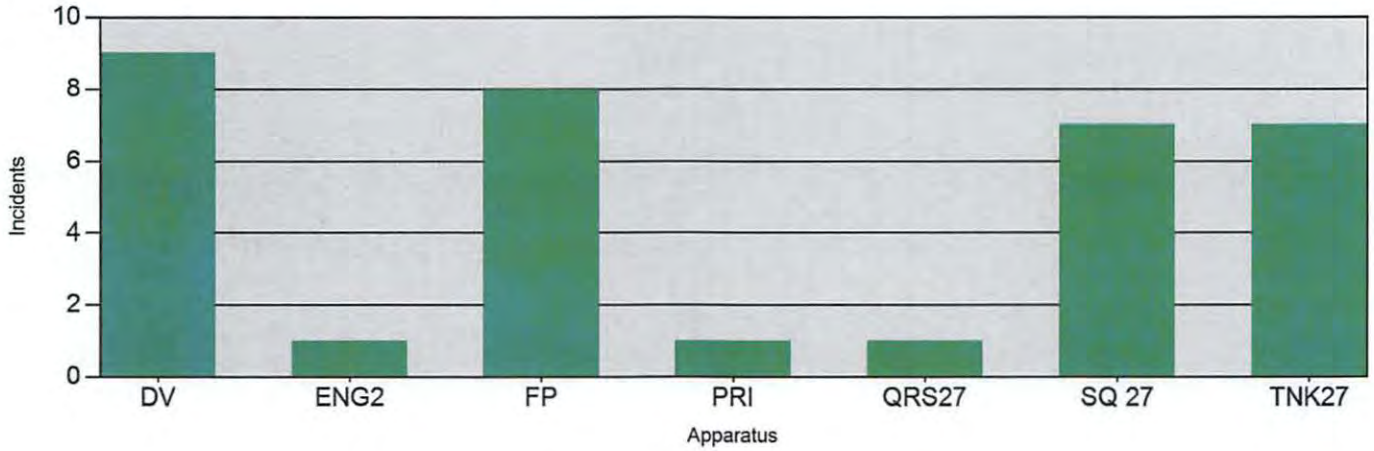


Manheim, PA

This report was generated on 5/17/2021 4:44:23 PM

Incident Count per Apparatus for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021



APPARATUS	# of INCIDENTS
DV	9
ENG2	1
FP	8
PRI	1
QRS27	1
SQ 27	7
TNK27	7

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



Mastersonville Fire Company

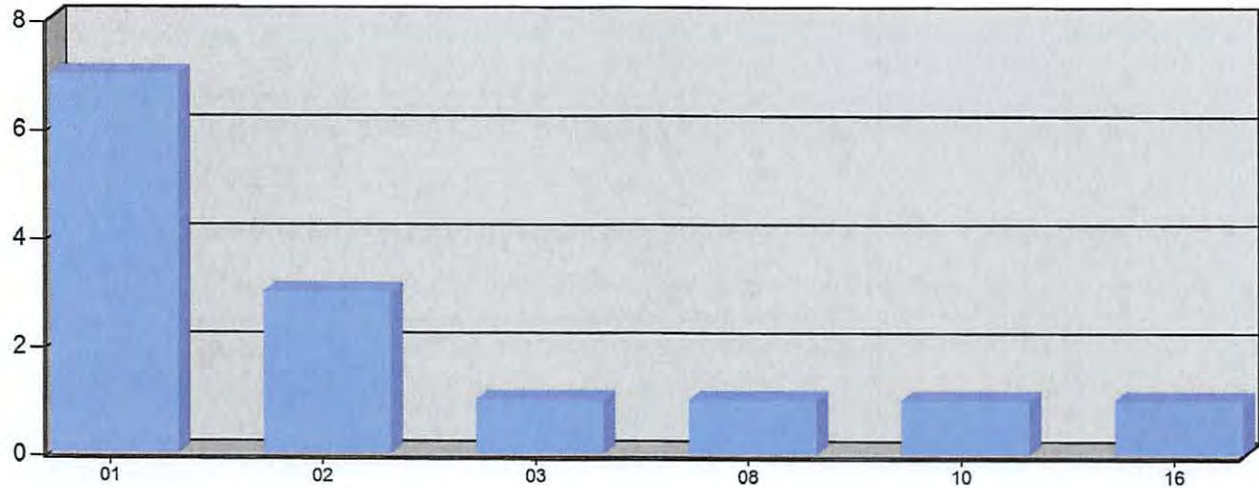


Manheim, PA

This report was generated on 5/17/2021 4:45:05 PM

Incident Count per Zone for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021



ZONE	# INCIDENTS
01 - Rapho Twp.	7
02 - Mt. Joy Twp.	3
03 - Manheim Boro.	1
08 - W. Cornwall Twp.	1
10 - S. Annville Twp.	1
16 - Conoy Twp	1
TOTAL:	14

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 5/17/2021 4:40:37 PM

Incident Count with Man-Hours per Zone for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021

ZONE	INCIDENT COUNT	MAN-HOURS
01 - Rapho Twp.	7	40:31
02 - Mt. Joy Twp.	3	0:52
03 - Manheim Boro.	1	8:24
08 - W. Cornwall Twp.	1	0:00
10 - S. Annville Twp.	1	0:00
16 - Conoy Twp	1	0:00
TOTAL	14	49:47

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.



Mastersonville Fire Company



Manheim, PA

This report was generated on 5/17/2021 4:43:31 PM

Incident Statistics

Zone(s): All Zones | Start Date: 04/01/2021 | End Date: 04/30/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		2	
FIRE		12	
TOTAL		14	
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	2		
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
4		28.57	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
		0:17:20	
AVERAGE FOR ALL CALLS			0:17:00
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
		0:05:20	
AVERAGE FOR ALL CALLS			0:05:24
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mastersonville Fire Company		53:44	

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

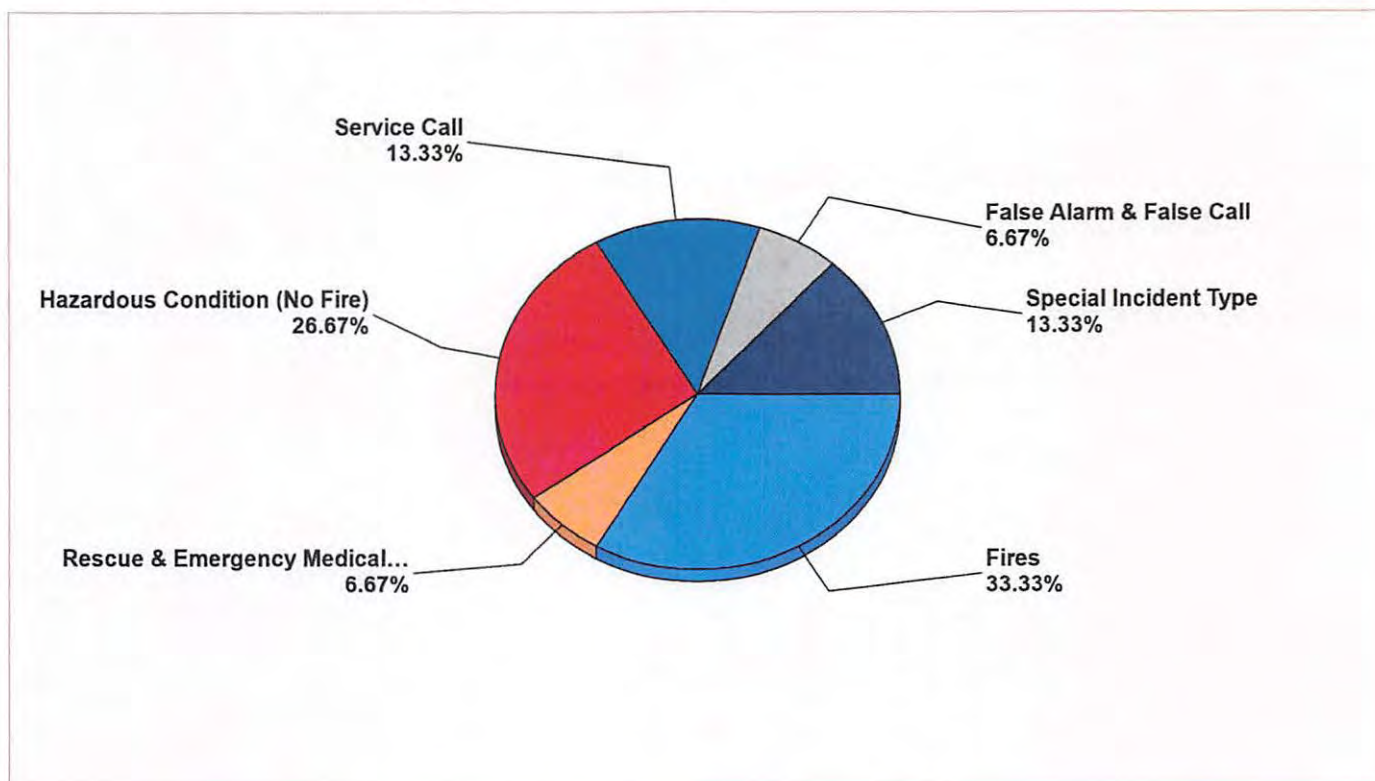


Manheim, PA

This report was generated on 6/7/2021 7:29:05 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2021 | End Date: 05/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	33.33%
Rescue & Emergency Medical Service	1	6.67%
Hazardous Condition (No Fire)	4	26.67%
Service Call	2	13.33%
False Alarm & False Call	1	6.67%
Special Incident Type	2	13.33%
TOTAL	15	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	2	13.33%
131 - Passenger vehicle fire	2	13.33%
142 - Brush or brush-and-grass mixture fire	1	6.67%
352 - Extrication of victim(s) from vehicle	1	6.67%
412 - Gas leak (natural gas or LPG)	2	13.33%
420 - Toxic condition, other	1	6.67%
463 - Vehicle accident, general cleanup	1	6.67%
551 - Assist police or other governmental agency	1	6.67%
571 - Cover assignment, standby, moveup	1	6.67%
735 - Alarm system sounded due to malfunction	1	6.67%
900 - Special type of incident, other	2	13.33%
TOTAL INCIDENTS:	15	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

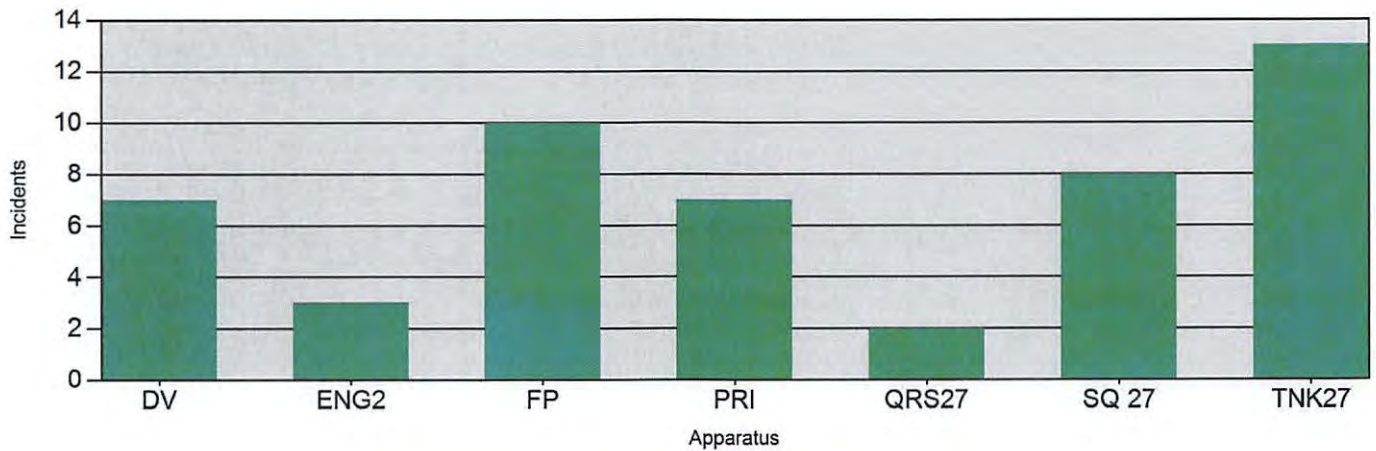


Manheim, PA

This report was generated on 6/7/2021 7:30:36 PM

Incident Count per Apparatus for Date Range

Start Date: 05/01/2021 | End Date: 05/31/2021



APPARATUS	# of INCIDENTS
DV	7
ENG2	3
FP	10
PRI	7
QRS27	2
SQ 27	8
TNK27	13

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



Mastersonville Fire Company QRS Report April, 2021

Number	Date / Time	Nature	Address/Location	Municipality	Mutual Aid
1	4/1/2021 6:41	FALL-INJURED-CLASS 3	3165 PINCH RD	W. CORNWALL TWP	1
2	4/3/2021 13:48	SICK PERSON-CLASS 1	3026 MT HOPE HOME RD	RAPHO TWP	
3	4/4/2021 15:48	FALL-INJURED-CLASS 3	1124 CIDER PRESS RD	RAPHO TWP	
4	4/6/2021 8:42	SICK PERSON-CLASS 1	1871 MEADOW VIEW RD	RAPHO TWP	
5	4/6/2021 11:58	TRAUMATIC-INJURED-CLASS 2	26 HEMLOCK ACRES CT	RAPHO TWP	
6	4/12/2021 2:31	SICK PERSON-CLASS 1	1871 MEADOW VIEW RD	RAPHO TWP	
7	4/13/2021 12:46	VEHICLE ACCIDENT-CLASS 2	ROUTE 72 / PINCH RD	RAPHO TWP	
8	4/15/2021 13:54	ABDOMINAL PAIN CLASS 1	2764 LEBANON RD	RAPHO TWP	
9	4/16/2021 9:11	VEHICLE ACCIDENT-CLASS 1	1871 N COLEBROOK RD	RAPHO TWP	
10	4/19/2021 21:33	SEIZURE-CLASS 1	2862 HARVEST RD	MT. JOY TWP	
11	4/25/2021 10:26	FALL-INJURED-CLASS 2	2018 N COLEBROOK RD	RAPHO TWP	
12	4/26/2021 6:05	HEMORRHAGE-CLASS 2	5618 ELIZABETHTOWN RD	RAPHO TWP	
13	4/26/2021 10:18	FALL-INJURED-CLASS 1	2018 N COLEBROOK RD	RAPHO TWP	
14	4/28/2021 14:39	SICK PERSON-CLASS 1	2293 MEADOW VIEW RD	RAPHO TWP	

Total Calls in April: 14

Calls in Mt. Joy Twp: 1
Calls in W. Cornwall Twp: 1
Calls in Manheim Boro: 0
Calls in Elizabeth Twp: 0

Calls in Penn Twp: 0
Patients Treated: 6

Calls in Rapho Twp: 12

✓ reported smg

FDMJ Monthly Incident Report Summary

April 2021

Responded to **36 alarms** for the month of April 2021 – **172 total alarms** for year as of 4/30/21

Time in service for month: **30 hours and 0 minutes**

Average manpower per incident: **10 members per call for month - (6a-4p 14 calls/5 members per call)**

Total Man-hours: **192 hours & 46 minutes**

Calls by Municipality First Due: 20 first due alarms – 16 mutual aid alarms

- Mount Joy Borough - 10
- Rapho Township - 8
- Mount Joy Township - 1
- East Donegal Township - 1

Apparatus used

- Engine 75-1 -8
- Engine 75-2 - 16
- Truck 75 - 7
- Squad 75-1 - 3
- Traffic 75 - 5
- Duty Chief Vehicle - 10
- Duty Officer Vehicle – 9

Property pre-incident value: \$ 1,350,000.00

Property fire loss: \$82,500.00

Property post incident saved: \$1,267,500.00

2021 FDMJ responds to a call every 16 hours & 45 min

Total Training hours of 32 members trained for 214 hours & 30 Minutes

Fire Prevention Details – no fire prevention detail for the month

Community Service Details for the month – 2 duty crews and 2 public service events

Notable First Due Calls:

- RT – Zink Rd – farm machinery fire - \$35,000.00 fire loss
- EDT – Kraybill Church Road – riding mower fire - \$2,500.00 fire loss
- MJB – S Market Ave – industrial fire - \$10,000.00 fire loss
- RT – Ridgewood Manor – Mobile home fire - \$35,000.00 fire loss

Fire Department Mount Joy

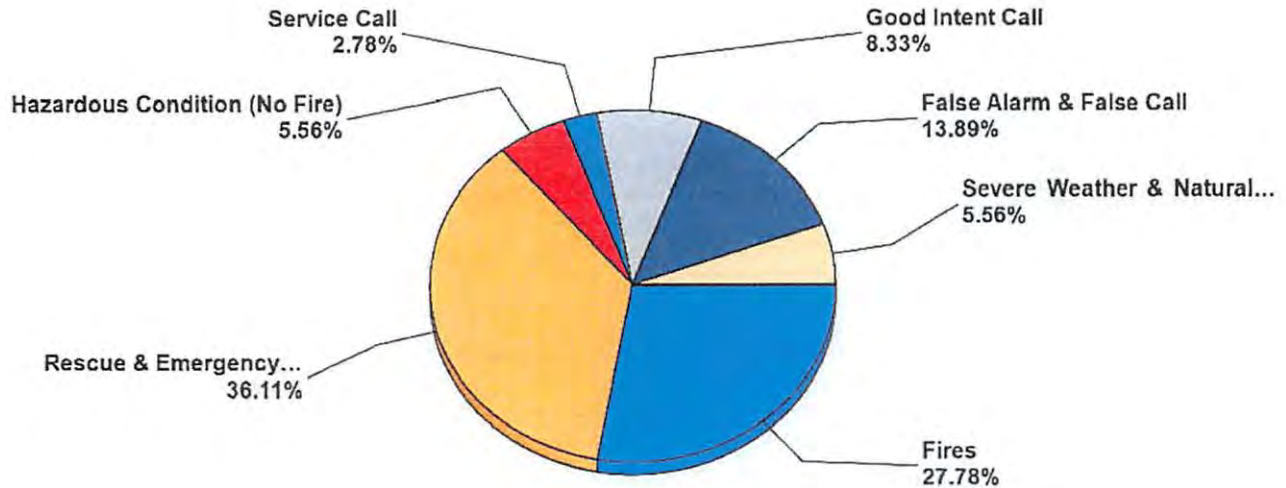


Mount Joy, PA

This report was generated on 5/12/2021 7:52:20 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2021 | End Date: 04/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	10	27.78%
Rescue & Emergency Medical Service	13	36.11%
Hazardous Condition (No Fire)	2	5.56%
Service Call	1	2.78%
Good Intent Call	3	8.33%
False Alarm & False Call	5	13.89%
Severe Weather & Natural Disaster	2	5.56%
TOTAL	36	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
100 - Fire, other	1	2.78%
111 - Building fire	6	16.67%
130 - Mobile property (vehicle) fire, other	1	2.78%
138 - Off-road vehicle or heavy equipment fire	1	2.78%
142 - Brush or brush-and-grass mixture fire	1	2.78%
311 - Medical assist, assist EMS crew	4	11.11%
322 - Motor vehicle accident with injuries	3	8.33%
324 - Motor vehicle accident with no injuries.	1	2.78%
352 - Extrication of victim(s) from vehicle	3	8.33%
353 - Removal of victim(s) from stalled elevator	1	2.78%
357 - Extrication of victim(s) from machinery	1	2.78%
444 - Power line down	1	2.78%
445 - Arcing, shorted electrical equipment	1	2.78%
571 - Cover assignment, standby, moveup	1	2.78%
600 - Good intent call, other	1	2.78%
622 - No incident found on arrival at dispatch address	1	2.78%
652 - Steam, vapor, fog or dust thought to be smoke	1	2.78%
735 - Alarm system sounded due to malfunction	1	2.78%
741 - Sprinkler activation, no fire - unintentional	1	2.78%
743 - Smoke detector activation, no fire - unintentional	1	2.78%
745 - Alarm system activation, no fire - unintentional	2	5.56%
813 - Wind storm, tornado/hurricane assessment	2	5.56%
TOTAL INCIDENTS:	36	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 5/12/2021 7:51:36 PM

Incident Statistics

Zone(s): All Zones | Start Date: 04/01/2021 | End Date: 04/30/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		13	
FIRE		23	
TOTAL		36	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$1,350,000.00		\$82,500.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		14	
Aid Received		6	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
4		11.11	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 75	0:06:08	0:08:52	
AVERAGE FOR ALL CALLS		0:09:15	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 75	0:01:56	0:03:48	
AVERAGE FOR ALL CALLS		0:03:21	
AGENCY	AVERAGE TIME ON SCENE (MM:SS)		
Fire Department Mount Joy	50:00		

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

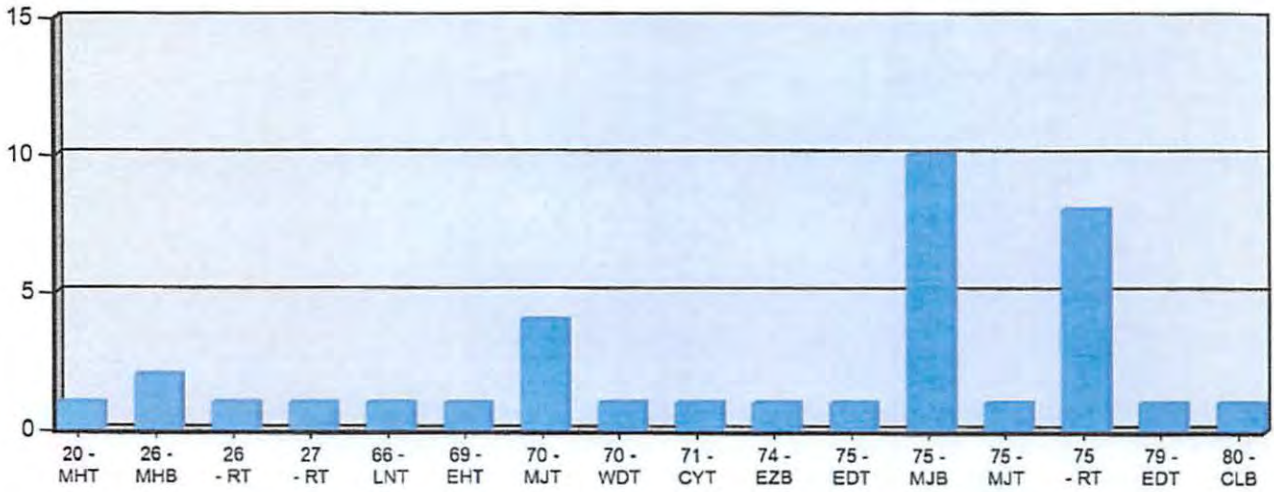


Mount Joy, PA

This report was generated on 5/12/2021 7:42:56 PM

Incident Count per Zone for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021



ZONE	# INCIDENTS
20 - MHT - 20 Manheim Township	1
26 - MHB - 26 Manheim Borough	2
26 - RT - 26 Rapho Township	1
27 - RT - 27 Rapho Township	1
66 - LNT - 66 Lancaster Township	1
69 - EHT - 69 East Hempfield Township	1
70 - MJT - 70 Mount Joy Township	4
70 - WDT - 70 West Donegal Township	1
71 - CYT - 71 Conoy Township	1
74 - EZB - 74 Elizabethtown Borough	1
75 - EDT - 75 East Donegal Township	1
75 - MJB - 75 Mount Joy Borough	10
75 - MJT - 75 Mount Joy Township	1
75 - RT - 75 Rapho Township	8
79 - EDT - 79 East Donegal Township	1
80 - CLB - 80 Columbia Borough	1
TOTAL:	36

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

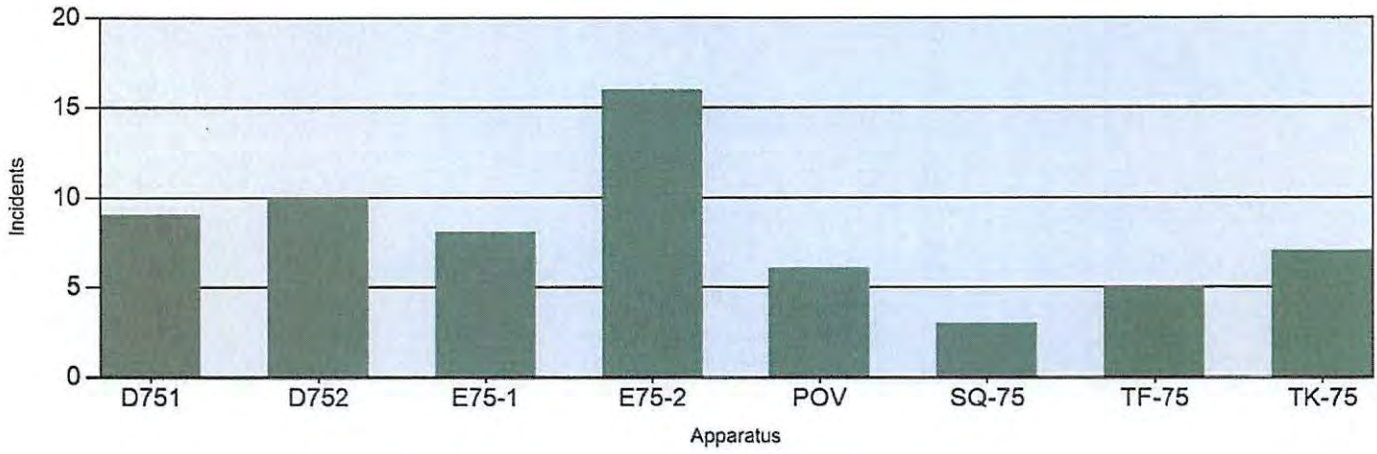


Mount Joy, PA

This report was generated on 5/12/2021 7:56:22 PM

Incident Count per Apparatus for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021



APPARATUS	# of INCIDENTS
D751	9
D752	10
E75-1	8
E75-2	16
POV	6
SQ-75	3
TF-75	5
TK-75	7

Cancelled 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 5/12/2021 7:56:56 PM

Incident Count with Man-Hours per Zone for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021

ZONE	INCIDENT COUNT	MAN-HOURS
20 - MHT - 20 Manheim Township	1	1:55
26 - MHB - 26 Manheim Borough	2	12:24
26 - RT - 26 Rapho Township	1	1:54
27 - RT - 27 Rapho Township	1	0:42
66 - LNT - 66 Lancaster Township	1	13:54
69 - EHT - 69 East Hempfield Township	1	4:32
70 - MJT - 70 Mount Joy Township	4	4:01
70 - WDT - 70 West Donegal Township	1	0:41
71 - CYT - 71 Conoy Township	1	9:38
74 - EZB - 74 Elizabethtown Borough	1	0:30
75 - EDT - 75 East Donegal Township	1	4:11
75 - MJB - 75 Mount Joy Borough	10	50:32
75 - MJT - 75 Mount Joy Township	1	0:34
75 - RT - 75 Rapho Township	8	76:06
79 - EDT - 79 East Donegal Township	1	0:29
80 - CLB - 80 Columbia Borough	1	10:42
TOTAL	36	192:46

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 5/12/2021 7:57:39 PM

Losses for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021

TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
4	\$67,500.00	\$15,000.00	\$82,500.00	\$20,625.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2021-142	04/09/2021	138 - Off-road vehicle or heavy equipment fire	\$35,000.00	\$0.00	\$35,000.00	42.42%
2021-143	04/11/2021	130 - Mobile property (vehicle) fire, other	\$2,500.00	\$0.00	\$2,500.00	3.03%
2021-144	04/12/2021	111 - Building fire	\$10,000.00	\$0.00	\$10,000.00	12.12%
2021-156	04/23/2021	111 - Building fire	\$20,000.00	\$15,000.00	\$35,000.00	42.42%

Only REVIEWED incidents included



emergencyreporting.com
Doc Id: 265
Page # 1 of 1

Fire Department Mount Joy

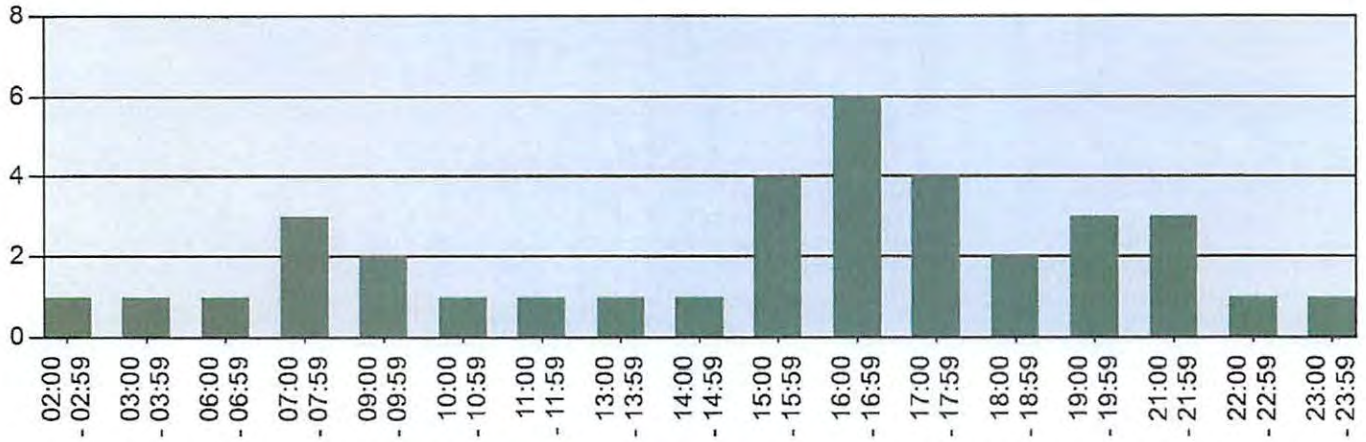


Mount Joy, PA

This report was generated on 5/12/2021 7:58:26 PM

Incidents by Hour for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021



HOUR	# of CALLS
02:00 - 02:59	1
03:00 - 03:59	1
06:00 - 06:59	1
07:00 - 07:59	3
09:00 - 09:59	2
10:00 - 10:59	1
11:00 - 11:59	1
13:00 - 13:59	1
14:00 - 14:59	1
15:00 - 15:59	4
16:00 - 16:59	6
17:00 - 17:59	4
18:00 - 18:59	2
19:00 - 19:59	3
21:00 - 21:59	3
22:00 - 22:59	1
23:00 - 23:59	1

Only REVIEWED incidents included



Fire Department Mount Joy

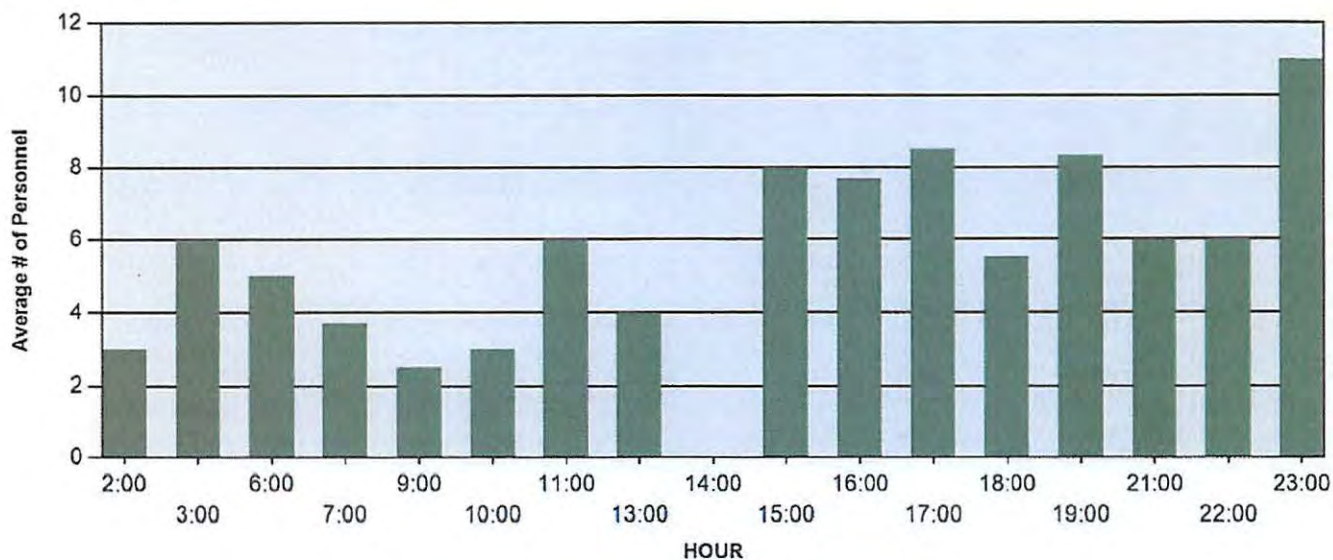


Mount Joy, PA

This report was generated on 5/12/2021 8:03:23 PM

Average Number of Responding Personnel per Hour for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021



HOUR	AVG. # PERSONNEL
02:00 - 02:59	3.00
03:00 - 03:59	6.00
06:00 - 06:59	5.00
07:00 - 07:59	3.67
09:00 - 09:59	2.50
10:00 - 10:59	3.00
11:00 - 11:59	6.00
13:00 - 13:59	4.00
14:00 - 14:59	0.00
15:00 - 15:59	8.00
16:00 - 16:59	7.67
17:00 - 17:59	8.50
18:00 - 18:59	5.50
19:00 - 19:59	8.33
21:00 - 21:59	6.00
22:00 - 22:59	6.00
23:00 - 23:59	11.00

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.





MILANOF-SCHOCK LIBRARY

1184 Anderson Ferry Road, Mount Joy, PA 17552

Tel: 717.653.1510 Fax: 717.653.4030

www.mslibrary.org

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

April 2021- Compiled by Joseph McIlhenney, Executive Director
Contributors: Susan Craine, Kim Beach, Jan Betty & Kirstin Rhoades

April 2021 Statistics	2021	2021 YTD	2020	2020 YTD	2019	2018
TOTAL CIRCULATION	13,808	57,906	x	40,411	14,490	15,936
OVERDRIVE & E format	1,398	5,598	1,540	5,021	2,841	1,012
NEW PATRONS	38	177	x	171	209	74
PATRON COUNT	2,551	13,396	x	15,317	6,186	6,884
Computer Log-ins	327	1,200	x	1,066	1,493	621
Wireless Access	277	1,083	106	1,317	1,602	501
PASSPORTS	86	340	x	341	419	474
Website Users	3,142					
Facebook	2,029					
Instagram	629					

Executive Summary

- Circulation continues to be strong, within 5% of 2019. Circulation per visitor continues to be very strong.
- More than 30 people participated in the Milanof-Schock Mile contest. Prizes awarded.
- \$935.50 in donations from books in Lobby, \$1,780 in donations or savings from books & materials donated
- Library served as a polling place May 18, 2021

ALL PROGRAMMING / CLUBS / PROCTORS NUMBERS

ADULT DATA	Programs	Participants	Prog. Total YTD	Participants YTD
In-Library Programs	6	42	27	111
Proctoring	0	0	0	0
<i>Totals</i>	7	42	27	111

YOUTH DATA	Programs	Participants	Prog. Total YTD	Participants YTD
In-Library Programs	23	328	65	556
Virtual Videos	0	0	48	265
Virtual Programs	0	0	2	672
<i>Totals</i>	23	328	115	1493

Volunteer Hours	Hours	Total YTD
In-Library Programs	141	422.75

Joseph

- Met with Jean Witmer, Mindy Carreras and Kim RE: Auction 2021 - Planning for Aug 2021 has begun.
- Met with Dennis Nissley, Public Works Director, Mount Joy Borough; Regarding sinkhole
- I was on-hand Friends of the Library's Community Yard sale on May 1. The day was windy, but went well.
- Met with Haley Dobart about Social Media consultant work for MSL.
- Met with Friends Group at their monthly meeting was on agenda to give report, May 10.
- Attended Chamber of Commerce Meeting in person on May 12.
- Met with Amanda Hann, Director of Secondary Education Donegal SD; Regarding library intern program

Community/Service Point (Susan)

- A total of 53 books were either added or replaced using donated materials for a total of \$638 in savings.
- Arranged schedule to cover my vacation
- Created the summer schedule which runs from June 4 – August 28
- Listened to the STIG minutes
- Attended Core 4 meeting

Youth Services (Jan)

- Focused on live programs and boosting live attendance, so there were no videos (except the Library Week shorts). Waiting for our policy to be put in place.
- Finished the Summer Reading Program calendar and sent it in to the Youth Services Coordinator to be included in the countywide booklet. I have scheduled fewer programs this summer and will add more month to month as we get back on our feet!
- Checked in with the school district for permission to send home summer reading info. Kirstin and I will finish up our SRP listing, then send in for approval as a send home document for all the students.
- Attended a virtual STEM workshop hosted by Steve Spangler. It was very good and I'll get continuing ed credits.
- Sent out the annual homeschool letter by email this year as the school district sent their snail mail copies a month early 😞
- Did a phone interview with the Elizabethtown Advocate about the Summer Reading Program.
- Books given away as prizes in programs: For Milanof-Schock Mile preschool @ \$10; Juvenile @ \$18 at Bingo: 6 preschool (@\$30), 20 juvenile (@ \$140), 1 Young adult (@ \$9) for a total of \$207 in donated book giveaways.

Public Relations/Promotions (Kirstin)

- CONSTANT CONTACT: May 2021 Enews: sent to 2,864 contacts, 568 opens (20%), 40 clicks (7%), 1 unsubscribes.
- SOCIAL MEDIA:
 - Facebook – Total Page Followers 2,029; 13 New Follows; 7,484 people reached; 3,603 post engagements
 - Instagram – 629 followers = 15 NEW followers
 - Created posts for National Calendar Days to tie in with what the Library has to offer the public
 - Kept patrons updated with new books on the shelves – Adults thru Children

- Helped Friends promote Yard Sale
- Published 73 "Stories"; 288 unique opens, 25 engagements
- Also publish to Friends FB page and Reading Treasures
- 1 PRESS RELEASES - Distributed via news media, municipalities, and Chamber of Commerce.
- WEBSITE
 - 3,142 website entrances; 6,088 page views; 755 page views of calendar; 320 views of Family Story Time; 141 views of Passport page
 - Created 5 new banner for the home page
 - Added 5 Library updates to the "Library News" page
 - Updated programs for May
- Contacted Merchandiser and ETown Advocate to interview Jan for Summer Reading Program
- Added images to our Google profile...16.7K views of Library search and Map;
- Created 2 videos for National Library Week
- Interviewed new Friends president to include in our ENews
- Created bench banner for "Milanof-Schock Mile"
- Updated coloring bookmarks to include upcoming Library/Friends Events
- Reached out to Friends with suggestion Friends Food Trucks be used for Yard Sale
- Continued the emptying of the book donation shed and gathering books for sale in lobby; Mr. Pfoutz with DJHS picked up 8 boxes of books I organized for his Africa Mission Trip
- Meeting with Senior Staff and Joseph
- Listed sign changes for the street marquee
- Helped the Library earn \$935.50 in donations from books in Lobby
- Updated May print calendar
- Use Sparkpost App to create monthly program promos to be used on Social Media platforms and Enews

Volunteers/Programming/Fundraising (Kim)

- **Patron Mailing:**
 - Total is \$38,208.53!
 - Keyed all donations, processed and mailed TY letters.
- **Marietta Lions Club**
 - Representative came to meet with me to see the project.
 - Expected the project to be completed by end of April.
 - Have heard nothing since that meeting.
- **Grounds Crew** and other volunteers came out to weed and clean up the grounds on our Earth Day Cleanup. John Morrison, a member of the Crew, built our Tool Shed. He will replace the existing doorframe in the next couple of weeks. Wood is rotting and is impacting the shed floor.
- **Auction 2021**
 - Saturday, August 21, at 10:00 am on the library grounds.
 - Jean Witmer has agreed to co-chair with me.
- Milanof-Schock Mile was a huge success! 30+ people of all ages entered the contest, and others just took a map and walked the route!
- Worked on programming for 2021.



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May 2021- Compiled by Joseph McIlhenney, Executive Director
Contributors: Susan Craine, Kim Beach, Jan Betty & Kirstin Rhoades

May 2021 Statistics	2021	2021 YTD	2020	2020 YTD	2019	2018
TOTAL CIRCULATION	13,256	71,162	xx	40,411	14,466	14,709
OVERDRIVE & E format	1,372	6,970	1,646	6,643	4,686	927
NEW PATRONS	31	208	xx	171	340	58
PATRON COUNT	4,400	17,796	xx	15,317	6,194	6,827
COMPUTER LOG-INS	272	1,472	xx	1,066	2,438	641
WIRELESS ACCESS	271	1,354	106	1,423	2,675	506
PASSPORTS	59	399	xx	341	656	113
WEBSITE USERS	3,242		1,546			
Facebook Followers	2,044		1,837			
Instagram Followers	646		486			

xx = Library Closed due to COVID-19

Executive Summary

- **May was a month of preparation.** Preparing for Summer Reading Programs for children and Adults. Meetings about the re-imagined Library Auction, planned for August 28. Planning for the end of COVID-19 restrictions with the Governor announcing the end of all COVID restrictions except masking on May 30. On May 17, the Office of Commonwealth Libraries sent a statement saying, in part: *"Understanding that not everyone is vaccinated, including some of your youngest users, the Office of Commonwealth Libraries (OCL) recommends you continue to follow your current mitigation strategies."* Shortly after the statement MSL posted signs re-stating masking requirement and featuring OCL language. MSL staff referred to the sign when asked about mask requirements.
- **Circulation continues to be strong.** Total circulation in 2019 was only about 4% higher at 74,132.
- The library served as a polling place on May 18, 2021.
- **Donated books:** \$156 given away as Youth Program Prizes, \$376 added to the library collection, \$853 in Lobby donations for **May total of \$1,385 in monetary donations or savings from Donated Books & Materials**
- **22 Youth Programs in May** attended by 342 people for a YTD total of 87 programs and 1.266 people attending.
- **8 Adult Programs/Clubs in May** attended by 66 people for a YTD total of 35 programs/clubs and 179 people attending.
- **Our community volunteered 121 hours** to the library in May; shelving, weeding and other duties as assigned.

Joseph

- Re-write for the Chamber of Commerce Directory for 2022-2023
- Core4 meeting May 26 – Discussed moving things back to the library service floor [after June 1], check list for Service Desk staff for when things are slow, Lobby calendar, library messaging.
- Was on hand for Friend's Yard Sale, May 1
- Spoke to Karla Trout about changes to the District Negotiated Agreement, where big changes are happening.
- Planning for meetings with municipalities and local clubs in early June.

Community/Service Point (Susan)

- Added \$376 of Donated Books to the library collection
- Attended core 4 and auction meetings
- Viewed Stig meeting
- Attended Barbara's bench dedication

Youth Services (Jan)

- Live program numbers are creeping upward; had some nicely attended outdoor storytimes
- Printed our events on one side of the LSLC county-wide SRP sheets. Delivered over 1000 to Donegal Primary and Intermediate Schools and Kraybill School to send home with the students.
- Created a Summer Reading Program skit to video and send to DPS and DIS for showing on their D-TV morning announcements. Very corny but, hopefully, memorable
- Did a live interview for the Merchandizer for Summer Reading Program coverage. Think it premiered the last week of May in color above the fold!
- Worked with Kim on setting up a mini-Makerfest for Saturday, June 12.
- Hung out with the nice polling people on election night...was a good chance to work on Summer stuff.
- Morgan created a wonderful stand up lion for the lobby, so the kids can get their picture taken with "Roary".
- Lego Challenge and Bingo were early this month because of the election, so the numbers were a bit lower
- Donated Books: 6 preschool (@\$30), 18 juvenile (@ \$126) for a total of \$156 in donated book giveaways.

Public Relations/Promotions (Kirstin)

- **CONSTANT CONTACT:**
 - June 2021 Enews: sent to 2,882 contacts, added 19 new contacts; 612 opens (22.1%), 69 clicks (11.3%), 4 unsubscribes.
- **SOCIAL MEDIA:**
 - Facebook – Total Page Followers 2,044; **15 New Follows; 8,416 people reached; 2,918 post engagements**
 - Instagram – **646 followers = 17 NEW followers**
 - Created posts for National Calendar Days to tie in with what the Library has to offer the public
 - Kept patrons updated with new books on the shelves – Adults thru Children
 - Published 69 "Stories"; 387 unique opens, 41 engagements
 - Also publish to Friends FB page

- 2 PRESS RELEASES - Distributed via news media, municipalities, and Chamber of Commerce.
- WEBSITE
 - 3,242 website entrances; 6,075 page views; 808 page views of calendar; 206 views of Family Story Time; 98 views of Passport page
 - Created 3 new banner for the home page
 - Updated "Library News" page
 - Updated programs for June
 - Updated Summer Hours
- SUMMER READING
 - Began email conversation with ABC27's Ben Schad regarding Summer Reading and Libraries
 - Recorded/edited video of Jan for Summer Reading Program – was shared with the schools in the district and posted to social media
 - Updated the Summer Reading Program Calendar handout
 - Created/printed/put out signs for SRP Kickoff
 - Created signs for front promoting the Soft Pretzel Truck for SRP KO
- MISC
 - Created bookplates for books purchased for our volunteers
 - In contact with volunteer about putting together a pamphlet for our Pollinator Garden, to engage families and treat as educational resource
 - Images in Google profile received 17,388 views in May
 - Continued the emptying book donation shed and gathering books for sale in lobby; took 10 boxes donated books to DHS for students & 7 boxes of Readers' Digest Condensed Novels to the DHS Art Department for recycled art projects
 - Meeting with Senior Staff and Joseph; Staff Meeting
 - Listed sign changes for the street marquee
 - Helped the Library earn over \$850 in donations from books in Lobby
 - Updated June print calendar

Volunteers/Programming/Fundraising (Kim)

- **Marietta Lions Club & Planter Project**
 - Three Lions Club members came and dug out each planter and lined them with heavy-duty plastic. They look much better!
- **Grounds Crew:** They have continued to keep the grounds weeded and watered.
- **Auction 2021**
 - DATE CHANGE: Saturday, August **28**, at 10:00 am on the library grounds.
 - Confirmed new date with auctioneer.
 - Updated "Ask" letters and donation opportunities forms for mailing.
 - Updated mailing list from previous years.
- Set up 3 passive Adult programs. Working with Megan on these programs. She's a great collaborator!
- Hosted first in-person adult program since COVID!
- Devised and ran "Shabby to Chic" Make-It Monday program; asked Morgan, our resident artist, to assist in the meeting. She did a fabulous job guiding the "students"!
- Worked on programming for 2021.

May 15, 2021

Mount Joy Township

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

RE: Sewage Enforcement Officer (SEO) Report for March thru April '21 (3/1/21 – 4/30/21)

Dear Supervisors,

Attached is the written SEO Report for March thru April 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, April 30, 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)



ATTACHMENT No. 2 - CLOSED TOWNSHIP SEWER PERMITS (2021)

(AFTER FINAL SYSTEM INSPECTION)

Friday, April 30, 2021

Project Location	Applicant Name	Permit Type	Permit #	Soils Testing	Perc Testing	Permit Issued	Inspection	Inspection	Final Inspect

"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.
- MOD:** (Modification) To make structural changes to the current individual or community 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.