



MOUNT JOY TOWNSHIP

• Lancaster County, Pennsylvania •

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

Township Managers Report Report for January 2026

As the Board is aware, my employment with the Township commenced on January 5, 2026. It has been a pleasure to begin working with the team and they have been extremely welcoming and helpful in assisting me in becoming acclimated to the systems, procedures, and inner functions of our municipal government. I am extremely appreciative to them for that openness.

Old Business

Treasurer's Bond Follow Up

As a result of the discussion conducted at our reorganization meeting on January 5, we have been researching this item with additional information provided below.

As Tracey had provided in her memorandum, West Donegal Township has a 2M Treasurers Bond and East Donegal Township carries a 1.5M bond. I spoke to Derry Township with a 30M budget and they carry a 1.5M bond and Abington Township with an 85M budget carries a 1.5M bond. As a result, our consensus is that the current bond amount of 4.3M is more than sufficient for our treasurer's position. This bond has already been paid for and executed. This has been placed back on the consent calendar for approval of the current 4.3M bond amount.

Manager's Activities

Provided below is a sample of my activities over the first couple of weeks here in Mount Joy Township.

- Worked with Tracey in assisting me with the process of approving the current payroll and reviewing and approving January's Northwest and PLGIT account reconciliations.
- Met with Pat regarding our upcoming Recreation Board meeting in preparation for discussing park land planning efforts.
- Met with Pat to discuss the current process of compiling the Board agenda and associated submission deadlines.
- Justin spent a morning with Cindy and I reviewing all the current and potential future development plans with us.
- Justin also supplied a road improvement overview map along with locations with corresponding backup for the previously mentioned development plans.
-

Continued

- Dan has spent time daily updating me on the current items he is addressing and has kept me informed of any pressing issues. We also took a drive around the township to assist me in getting familiar with our community.
- Did a daily visit back to the Public Works shop to check in on the road crew. I have a road tour scheduled with Ken in the near future.
- Christy has provided me with a general overview of her responsibilities, which are many. I plan to spend more time with her over the next few weeks.
- Attended meeting with Ken, Cindy, and Pat to discuss field scheduling, maintenance and usage with Carrie from GEARS.
- Held first staff meeting with team. Great exchange of updates and information.
- Will be attending a road work lead up meeting with Ken and Lancaster Civil next week to discuss this year's projects.
- Attended the Parks and Recreation Board meeting. The Board voted to move forward with Phase 3 of the Old Trolley Line Park Plan. We will be contacting YSM to begin gathering estimates for park design including storm water, project specifications, bidding process, and construction administration and inspection. We will plan to bring before the Board in the next couple of meetings for consideration.

Resident Contact

Received a call regarding the stockpile of topsoil on an adjacent lot with concerns of potential runoff onto their property. Lancaster County Conservation District inspected the site and provided a written report recommending additional E&S controls which were provided to the property owner that the material is being stockpiled, as well as the adjacent property owner doing the work. A message was left with the concerned property owner to that effect.

Received contact regarding a damaged mailbox on E. College Ave. Stated a snowplow may have damaged it. Our staff investigated and stated that they do not believe the damage was caused by any of our vehicles physically contacting the mailbox. A message was left with the property owner to that effect.

Received contact regarding an item (bucket with fish tank waste) being removed from a resident's trash can and set aside and not collected by Penn Waste. There was no explanation noted from the driver to the office when we spoke with Penn Waste. They created a work order to have the item picked up and I left a message with the resident with the above update.

I have requested an in-person meeting with Penn Waste to discuss the current issues.



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Public Meeting attendance as of the date of this report:

January 5, 2026 @ 7pm– BOS Reorganization
January 6, 2026 @ 6 pm– Board of Auditors meeting
January 7, 2026 @ 6pm – Zoning Hearing Board
January 13, 2026 @ 7pm – Parks and Recreation Board



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January 6, 2026

To: Mt. Joy Township Board of Supervisors
From: Daniel Ford- Code Compliance Official / Assistant Zoning Officer
Re: Monthly Codes Summary Report for December 2025

Dear Board Members:

55 rental properties were inspected in December 2025.

133 Rental licenses were created and mailed in December 2025

Complaints and concerns:

- Letter to 40 Covington Ct for an uninspected vehicle that does not move. Working with Property Manager to have it removed. (complaint)
- Letter and phone calls to 213 Old Hershey Rd about clutter and rubbish sitting outside. Tenant said that he is installing new flooring, so items must sit outside for now. (several complaints)
- I received a request to inspect Trailer 17 in Sheaffer Rd Trailer Park. Owner of the lot states that the trailer needs to be condemned and is a health issue. I checked with the owner of the trailer, and he did not agree to an inspection. This is not a rental unit. An inspection did not occur.
- Complaint from the Lancaster County Sheriff's Office about the interior condition of 203 Midland Circle. They were inside for legal reasons. I will be speaking to the property owner on January 22, 2026, about the condition of the property.
- Phone call from neighbors about someone sleeping in their garage because the house is unfit for occupancy. I have been dealing with this for a long time with local churches, family and other social support groups.
- Complaint about a fence installed on Larkspur with political signs displayed. Sent a letter to the owner because a fence was installed without the required zoning permit. A permit was obtained.



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Zoning Officer Report – December 2025/January 2026

Planning Commission

- Prior 12/22 meeting:
 - Final Subdivision and Land Development Plan for 1376 Campus Road Phase 3 (#25-05-FLDP) – **Conditionally approved** plan to develop 47 single-family homes in Phase 3 of the multi-phase residential development located in the (R-2) Medium Density Residential District.
 - Minor Subdivision Plan For 1501 Mill Road (#25-14-MSDP) – **Conditionally approved** plan to subdivide a 4.28-acre tract into two lots; one containing an existing single-family dwelling and the other containing 6 mobile home units located in the (R) Rural District.
 - Petition to Amend the Zoning Ordinance by Elizabethtown Crossing Associates, LLC – Reviewed the applicant's proposed text amendments to facilitate a mixed-use development generally located at the Route 283 Hershey Road interchange. **Discussion tabled** to the January 26 meeting.
- Upcoming 1/26 meeting:
 - Minor Subdivision Plan for Ironwood Real Estate, LLC (#25-16-MSDP) – Consideration of conditional plan approval for proposal to subdivide a 1-acre lot containing a commercial structure from a 3.6-acre shopping center property in the (C-2) General Commercial District located at 1551 S. Market Street.
 - Minor Subdivision Plan for Lancaster Farm Sanctuary (#25-17-MSDP) – Initial View of proposal to subdivide 0.448-acre and 0.117-acre parcels from adjoining lots to be added to a 17.6-acre tract for the purpose of providing public road access. All properties are located in the (A) Agricultural District.
 - Petition to Amend the Zoning Ordinance by Elizabethtown Crossing Associates, LLC – Continued from the 12/22 meeting.
 - Road Frontage Improvement Requirements – Review the draft policy to address waiver requests for properties outside of the Designated Growth Area.
 - Greiner Industries Outdoor Storage Area (#26-01-WAIV) – Proposal to develop a 5.44-acre outdoor storage area at the Greiner Industries' 59.55-acre site located at 1650 Steel Way Drive. The property is zoned (LI) Light Industrial and contains multiple industrial buildings at the facility. The waiver would enable the plan to be processed as a Stormwater Management Plan.

Zoning Hearing Board

- Prior 1/7 meeting:
 - Case #260002: Reem Al-Athary (Green Gate Auto LLC) – **Approved** special exception & variance application to permit vehicle sales, service, and repair without public water and sewer at 467 Hershey Road, located in the (MU) Mixed Use District.
- Upcoming 2/6 meeting: **CANCELLED**

- To be scheduled in April:
 - Case #260001: Franklin B. Greiner, Jr. – Special exception to subdivide and develop 2843 Mount Pleasant Road with an industrial park in the (A) Agricultural District.

MOUNT JOY TOWNSHIP permits issued between 12/1/2025 and 12/31/2025

Permit No.	Issued Date	Owner	Project Addr.	Description	Est. Cost	Fee
Certificate Of Use & Occupancy						
USE & OCCUPANCY						
250156	12/1/2025	DeFrank, Joseph & Lange, Theresa	88 SARAH DR	U&O for New Construction	\$233,039.00	\$0.00
250157	12/1/2025	1475 MOUNT GRETNNA LLC, ATTN:...	1475 MOUNT GRETNNA RD	U&O for Addition	\$177,300.00	\$0.00
250158	12/1/2025	LEEN, JOHN F IV	21 FOREST LN	U&O for Shed	\$7,588.00	\$0.00
250159	12/3/2025	HAKE, WENDY	87 SARAH DR	SFD	\$204,208.00	\$0.00
250160	12/3/2025	BASHORE, MITCHELL T. & NATHA...	74 N CONIFER DRIVE	U&O for New Construction	\$178,000.00	\$0.00
250161	12/3/2025	LONG, MATTHEW J.	175 SUN VALLEY RD	Change in Ownership	\$0.00	\$10.00
250162	12/3/2025	EDYE, MARY J	58 RAINBOW CIR	Change in Ownership	\$0.00	\$10.00
250163	12/3/2025	YODER, BARNABY E.T. & ERICA Y...	120 QUARRY RD	U&O for Finished Basement	\$0.00	\$10.00
250164	12/3/2025	HULL, COREY W & METZGER, KAT...	807 WESTBROOKE DR	U&O for Fence	\$23,200.00	\$0.00
	12/8/2025	KULP, SHAINA M	673 CHURCH RD	U&O for Addition	\$525,000.00	\$0.00
250165	12/8/2025	BAUER, WILLIAM & STEPHANIE	127 GIANNA DR	U&O for New Construction	\$233,039.00	\$0.00
250166	12/11/2025	MRGICH, ROBERT D & JESSICA D	650 FAIRVIEW RD	U&O for Egress Window	\$5,600.00	\$0.00
250167	12/12/2025	REEM, BARRY W., II & TRACY	1413 MILL RD	Change in Ownership	\$0.00	\$0.00
250168	12/12/2025	GEHF I E-TOWN, LLC	2 S CONIFER DRIVE	U&O for New Construction	\$183,663.00	\$0.00
250169	12/12/2025	GEHF I E-TOWN, LLC	2 S CONIFER DRIVE	U&O for New Construction	\$183,663.00	\$0.00
250170	12/12/2025	GEHF I E-TOWN, LLC	2 S CONIFER DRIVE	U&O for New Construction	\$137,748.00	\$0.00
250171	12/12/2025	GEHF I E-TOWN, LLC	2 S CONIFER DRIVE	U&O for New Construction	\$160,705.00	\$0.00
250172	12/15/2025	GEHF I E-TOWN, LLC	10 S CONIFER DRIVE	U&O for Apartment Building	\$4,727,392.00	\$0.00
250176	12/23/2025	ZURIN, KEVIN L	2089 RISSEMMILL RD	Alterations	\$0.00	\$0.00
250178	12/23/2025	TRI-STATE BIOMEDICAL SERVICE...	1584 S MARKET ST	com addition	\$0.00	\$0.00
250179	12/23/2025	RHEEMS RETAIL CENTER LLC	2042 W MAIN ST	U&O for Solar	\$0.00	\$0.00
250180	12/24/2025	D&C REALTY LTD PARTNERSHIP	1070 DAIRY LN	U&O for Solar	\$0.00	\$0.00
250181	12/24/2025	RINGENBERG, BLAKE & GRETCHEN	1502 MILTON GROVE RD	U&O for Solar	\$0.00	\$0.00
250183	12/29/2025	MILLER, BRYAN	84 Sarah Dr	U&O for New Construction	\$233,039.00	\$0.00
250184	12/31/2025	SCHLICHER, DARRYL & CAROLYN	535 RIDGE RD	U&O for Solar	\$0.00	\$0.00
250185	12/31/2025	ALBERT, PAUL J & KATHERINE A	51 WIGEON WAY	U&O for Solar	\$0.00	\$0.00
Total USE & OCCUPANCY:					26	Est. Cost:
Total Certificate Of Use & Occupancy:					26	Est. Cost:
Total USE & OCCUPANCY:					\$7,213,184.00	Fees:
Total Certificate Of Use & Occupancy:					\$7,213,184.00	Fees:
Total USE & OCCUPANCY:					\$30.00	
Total Certificate Of Use & Occupancy:					\$30.00	

Stormwater Permit

Exemption

250151	12/4/2025	KULP, SHAINA M	673 CHURCH RD	Addition	\$0.00	\$50.00
250142	12/4/2025	SKINNER, DAVID C & T JOLENE	1634 CAMPUS RD	Patio/Pavilion/Enlarge Driveway	\$0.00	\$50.00
250144	12/4/2025	MORRIS, DAVID R	37 BROOKFIELD DR	Addition	\$0.00	\$50.00
250143	12/4/2025	1376 CAMPUS ROAD ASSOCIATES...	139 GIANNA DR	SFD	\$0.00	\$50.00
250145	12/4/2025	NVR, INC / Ryan Homes	949 SHEAFFER RD	SFD	\$0.00	\$50.00
250146	12/4/2025	NVR, INC / Ryan Homes	973 SHEAFFER RD	SFD	\$0.00	\$50.00
250149	12/4/2025	NVR, INC / Ryan Homes	996 SHEAFFER ROAD	SFD	\$338,000.00	\$50.00
250148	12/4/2025	Bailey Family Limited Partnership	38 LAKEVIEW DR	Mobile Home	\$0.00	\$50.00
250150	12/4/2025	SWEENEY, LEONARD H JR	130 CANVASBACK LN	Deck / Gazebo	\$71,940.04	\$50.00
250147	12/15/2025	NVR, INC / Ryan Homes	977 SHEAFFER RD	SFD	\$0.00	\$50.00
250152	12/15/2025	NVR, INC / Ryan Homes	953 Sheaffer Rad	SFD	\$285,000.00	\$50.00
250154	12/23/2025	NVR, INC / Ryan Homes	111 Gianna	SFD	\$253,517.00	\$50.00
250155	12/23/2025	WENGERS FEED MILL INC	101 W HARRISBURG AVE	Demolition	\$121,300.00	\$50.00

Permit No.	Issued Date	Owner	Project Addr.	Description	Est. Cost	Fee
Zoning Permit						
Solar						
250304	12/4/2025	CARROZZA, ANTHONY B, JR & PA...	770 FAIRVIEW RD	Solar	\$21,975.00	\$50.00
250306	12/4/2025	KAUFFMAN, JAKE T & CARLA J	1046 BELLAIRE RD	Solar roof mounted	\$0.00	\$212.00
250313	12/4/2025	EITNIER, C SEAN & MAHER-EITNI...	31 TRAIL RD S.	Solar roof mounted	\$31,798.50	\$301.00
250316	12/15/2025	MILLER, MATTHEW R	1567 MOUNT GRETNA RD	Solar roof mounted	\$35,948.00	\$325.00
				Total Solar	: 7	Est. Cost:
					\$189,299.50	Fees:
						\$1,815.00
Stairs						
250321	12/10/2025	PONESSA, TIMOTHY & MARY ANN	140 Gianna Dr	Stairs	\$2,640.00	\$50.00
				Total Stairs:	1	Est. Cost:
					\$2,640.00	Fees:
						\$50.00
Storage Building						
250322	12/23/2025	REPLER INVESTMENTS LP	380 HERSHEY RD	New Storage Building	\$840,900.00	\$5,285.00
				Total Storage Building:	1	Est. Cost:
					\$840,900.00	Fees:
						\$5,285.00
Townhouse						
250325	12/23/2025	MERIDIAN HEIGHTS PARTNERS LLC	36 N. Conifer	Townhouse	\$178,000.00	\$1,177.00
250326	12/23/2025	MERIDIAN HEIGHTS PARTNERS LLC	38 N. Conifer	Townhouse	\$174,000.00	\$1,153.00
250328	12/23/2025	MERIDIAN HEIGHTS PARTNERS LLC	42 N. Conifer	Townhouse	\$174,000.00	\$1,153.00
250329	12/23/2025	MERIDIAN HEIGHTS PARTNERS LLC	44 N. Conifer	Townhouse	\$174,000.00	\$1,153.00
250330	12/23/2025	MERIDIAN HEIGHTS PARTNERS LLC	46 N. Conifer	Townhouse	\$178,000.00	\$1,177.00
				Total Townhouse:	5	Est. Cost:
					\$878,000.00	Fees:
						\$5,813.00
				Total Zoning Permit:	36	Est. Cost:
					\$5,817,616.04	Fees:
						\$37,677.00

Total Permits: 91 Est. Cost: \$15,563,074.08 Fees: \$39,197.00



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Minutes of a Meeting of The Mount Joy Township Zoning Hearing Board Wednesday, December 10, 2025

- 1) Chairman Gregory R. Hitz Sr. called the meeting to order at 6:00 P.M. in the Mount Joy Township Municipal Building located at 8853 Elizabethtown Road, Elizabethtown, PA 17022.
- 2) Meeting Attendance:
 - Members Present: Gregory R. Hitz Sr., Robert F. Newton Jr., & Roni K. Clark
 - Members Absent: James E. Hershey
 - Township Representatives: Justin Evans, Assistant Zoning Officer
 - Lancaster County Court Reporter: Angela Kilby
 - Zoning Hearing Board Solicitor: John P. Henry, Esq. of Blakinger Thomas
- 3) A motion was made by Robert F. Newton Jr. and seconded by Roni K. Clark to approve the minutes of the November 5, 2025 meeting. All members present voted in favor of the motion.
- 4) Mr. Evans confirmed that the public notice was published in the Wednesday, November 19, 2025 and Wednesday, November 26, 2025 editions of the LNP. The property was posted on Monday, December 1, 2025.
- 5) Solicitor John P. Henry provided a procedural briefing for the meeting.
- 6) Zoning Case #250018
 - a. Applicant/Landowner: Benjamin Lauver
 - b. Property Location: 2422 Cloverleaf Road, Elizabethtown, PA 17022, Tax Parcel ID #461-29809-0-0000
 - c. Zoning District: (A) Agricultural District
 - d. Special Exception Request: Chapter 135, Article IX, §135-83.F – echo housing
 - e. Variance Request: Chapter 135, Article XXII, §135-225.C – detached unit on a property smaller than two acres

Landowners Benjamin and Natasha Lauver presented the application. The echo housing unit is needed for their mother who is unable to live at home independently due to health issues. A manufactured unit will be brought to the property as a standalone structure with a connected porch for access to the main house. Adjoining properties near the echo unit are used agriculturally.

The decision to pursue a detached unit versus adding onto the home is based on the cost of major renovations. They have a family of four with one income. The unit will be removed once the family member no longer lives in it and the area will be restored in grass.

The Lauvers received the Zoning Officer's November 18, 2025 letter and have no issues with the proposed conditions. An existing well and on-lot sewage system will be utilized. Their mother does not drive, so her vehicle is parked on the side of the driveway. They confirmed the detached unit's dimensions of 13' x 40' and that it will be located approximately 120' from Cloverleaf Road, 53' from the nearest side property line, and 64' from the rear. They are aware that the unit cannot be rented out otherwise. Electric service will come from the home and they will work with the Township Sewage Enforcement Officer for the sewage system connection.

A motion was made by Robert F. Newton Jr. and seconded by Roni K. Clark to grant approval of the application subject to the following conditions:

Attorney Bernstein closed by saying the proposed plan does not contain further improvements to the site, and the requested variance is a function of where the new lot line is drawn.

A motion was made by Robert F. Newton Jr. and seconded by Roni K. Clark to grant approval of the application subject to the following conditions:

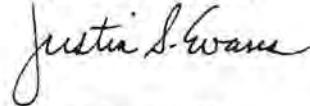
1. The Applicant shall comply with all other provisions contained in Chapter 135 of the Code of Ordinances of the Township of Mount Joy for which relief has not be requested or granted.
2. The Applicant shall submit and gain approval of a subdivision plan from the Mount Joy Township Planning Commission;
3. The Applicant and any representatives of the Applicant shall comply with and adhere to the testimony and any evidence presented to the Board at the hearing held on December 10, 2025 except to the extent modified by the conditions imposed by the Board herein.

All members present voted in favor of the motion.

8) Next regularly scheduled meeting is Wednesday, January 7, 2026 beginning at 6:00 P.M.

9) A motion was made by Robert F. Newton Jr. and seconded by Roni K. Clark to adjourn the meeting at 6:35 P.M. All members present voted in favor of the motion.

Respectfully Submitted,



Justin S. Evans, AICP
Assistant Zoning Officer

For: Robert F. Newton, Jr., Secretary
Mount Joy Township Zoning Hearing Board

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

**Minutes of the Regular Meeting of the
Northwest Regional Lancaster County Police Commission
Held on November 25, 2025**

1. Chairman Douglas Hottenstein called the meeting to order at 7:00 P.M. in the Mount Joy Township meeting room, 8853 Elizabethtown Road, Elizabethtown, PA 17022. Present were Douglas A. Hottenstein, Kevin Baker, John Rudy, Debra Dupler and Rick Gibble. Also in attendance – Chief Mark Mayberry, Marc Hershey and Lisa Heilner.
2. Public Comment: None
3. Consent Calendar:
 - a. Approval and ratification of the minutes of the October 28, 2025 meeting.
 - b. Accept and ratify the Treasurer's Report for the period of January 1 through October 31, 2025, subject to audit.
 - c. Approve payment of all bills via Bill List #25, #26 and #27 in the amount of \$101,907.04. Ratify payment of all payrolls for the period of October 2025, inclusive, in the amount of \$320,487.68 which represents three (3) pay periods.
 - d. Raymond James Pension Account summary from September 30 to October 31, 2025.

A motion was made by Kevin Baker, seconded by John Rudy to approve items a. through d. of the Consent Calendar as presented. All members present voted in favor of the motion.

4. New Business:
 - a. A discussion was held regarding initiating the hiring process for an officer to replace Officer Gavin Kline, who will be retiring after twelve years of service with the Department. A motion was made by Debra Dupler, seconded by John Rudy to begin the application process. Deadline for applications will be January 2, 2026. All members voted in favor of the motion.
 - b. A discussion was held regarding the Department's participation with the Elizabethtown Regional Booking Center. The 2026 cost would be approximately \$3257.75. E-town PD, SRPD, MJBPD and NWRPD are the participating agencies. All criminal processing is done at the booking center. A motion was made by Debra Dupler, seconded by Kevin Baker to approve participating in the Elizabethtown Regional Booking Center. All members present voted in favor of the motion.

5. Old Business:

Chief Mayberry updated the Commission regarding the status of the Stonemill Road speeding complaint. 10.5 hours of enforcement were done in the area which resulted in 26 traffic stops and 22 citations being issued.

6. Advisements:
 - a. NWRPD is participating in the Toys for Tots program.
 - b. \$887.50 was donated to the Suzanne H. Arnold Center for Breast Health. Officer Carl Bergmark organized the Pink Patch program for our Department.
 - c. NWRPD donated \$1350 to the Lancaster County Beards for Brothers program.
 - d. Officers handed out close to 1000 glow necklaces on Halloween night.
 - e. Officer Pat Giberson attended a two-day ARIDE Training (Advance Roadside Impaired Driving Enforcement).
 - f. Officer Brad Redinger attended a three-day DUI Conference.
 - g. NWRPD will be participating in the Click It or Ticket enforcement wave from 11/10 to 11/30. Our agency has been allocated \$2000 for enforcement.
 - h. Cram a Cruiser event was held on Saturday, November 22 at the Weis Markets. Items collected benefit the Elizabethtown food pantry.

7. Correspondence:

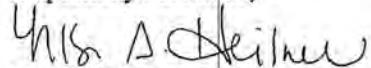
- a. Calls for Service – October 2025
- b. Police Activity Report - October 2025
- c. Overtime Report – October 2025
- d. Police Cruiser Mileage Chart – October 2025

8. Other Business: None.

The next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held December 23, 2025 at 7 p.m. at the Mount Joy Township Municipal Building.

A motion was made by Debra Dupler, seconded by Kevin Baker to adjourn the meeting at 7:20 p.m. All members voted in favor of the motion.

Respectfully Submitted,



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

EAWA WORK SESSION MEETING MINUTES
December 3, 2025 - 6:30 PM

- 1. CALL TO ORDER:** The EAWA Board meeting was called to order at 6:30 P.M. by Dale Treese, Chairman. Members present: Keith Murphy, Jeff McCloud, Rich Sheidy, Rick Erb, Rob Reale Jr and Chuck Brewer. Also present were: Austin Calaman, Authority Manager; Michele Powl, Business Manager; Michael Krieger, Engineer; Jeffrey Shank, Solicitor; and Jill Gebhart, Admin Assistant. Not present: Jason Bock, Operations Manager; Donna Bissinger, Admin Assistant. Members of the Public: Jeremy Zimmerman
- 2. PUBLIC COMMENT:** Jeremy Zimmerman, Cornwall Responsible Development, handed out map of Cornwall quarry with proposed land development. He spoke about the ongoing development plans and change to a phased approach surrounding EAWA's Cornwall Quarry. Jeremy suggested that the board ask for more comprehensive plans when approached by the developer or Cornwall Borough, as well as ask for the bigger plan beyond current phase.

3. REPORTS:

a. Manager's Report:

i. 2026 Board Meeting Dates & Holidays Observed

Action: "That the Board approves the Public Notice containing the 2026 Board Meeting Dates and Holidays Observed."

Motion: K Murphy **Second:** J Mc Cloud **Approved**

ii. Reduction of Financial Security for Meridian Heights Phase 1 to 15% or \$124,170.75

Action: "The Board approves the reduction of financial security for Meridian Heights phase 1 to 15% or \$124,170.75."

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

iii. Reduction of Financial Security for Klein Mills Phase 1B to 15% or \$32,209.43

Action: "The Board approves the reduction of financial security for Klein Mills phase 1B to 15% or \$32,209.43."

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

iv. Resolution 2025-12: Requesting Statewide Local Share Assessment Grant Monies for the purchase and installation of the clear well bypass pumps.

Action: "The Board approves resolution 2025-12, as presented."

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

- b. **Operations Manager's Report:** Joao & Bradley is working in Phase 2 of the main water replacement. Parking issue with 1 hydrant, working to move around the corner. There was a water main break this week on N Lime St, which is a heavy clay area. Kentrel meter replacement is paused until January 2026 for meter reading & 4th quarter billing.
- c. **Engineer's Report:** Krieger gave updates on projects: High St Water Main Replacement - GHD is checking options with vendors on lining the water main under the Amtrak crossing versus open cutting. Wells 6 & 7 upgrade – completed an internal 30% design and will move to 60% design drawings. Water Distribution Study & Hydraulic Model Update – will be done by end of next week. Permit Modifications for West Ridge and Groff Storage Tanks – need to check status with DEP.

4. UNFINISHED BUSINESS:

- a. **Ongoing discussion of the 2026 O+M Budget and 5-Year Capital Plan Budget:** Clean copies will be provided at the Board meeting on December 8th along with the resolution approving the updated rates.

Board reviewed proposed 2026 Operations Budget and 5 Yr Capital Improvements Budget. Impact of rate increases was discussed and the importance of educating the public of EAWA's commitment to providing quality water service with upgrade projects. Pros and cons discussed on the purchase of a Vac Truck versus renting Vac Truck services.

5. NEW BUSINESS: None

- 6. **BOARD MEMBER'S REMARKS:** Treese reflected on visitor Jeremy Zimmerman's comments. Calaman said a call from Cornwall President of Borough Council yielded a request to meet about Cornwall Borough purchase of land around quarry. This seems to be an intermediary step to purchase 1 ½ acres to benefit developer's plans for a bypass. Also wanted to discuss recreational use of land at the other end of the quarry.
- 7. **EXECUTIVE SESSION:** Treese called an executive session to discuss Cornwall Borough request to meet on topic of land purchase & recreational land use around the Quarry.

8. ADJOURN: 8:05 PM

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

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

Respectfully submitted,

A Calaman, Authority Manager

Approved at 1/12/2026 Meeting

EAWA BOARD MEETING MINUTES
December 8, 2025 - 6:30 PM

1. CALL TO ORDER: The EAWA Board meeting was called to order at 6:30 P.M. by Dale Treese, Chairman. Members present: Keith Murphy, Rick Erb, Rich Sheidy, Jeff McCloud, Chuck Brewer and Rob Reale, Jr. Also present: Austin Calaman, Authority Manager; Jeffrey Shank, Solicitor; Michele Powl, Business Manager; and Donna Bissinger, Admin Assistant; Not present: Jason Bock, Operations Manager, Michael Krieger, Engineer and Jill Gebhart, Admin Assistant. Members of the public: None

2. PLEDGE OF ALLEGIANCE TO THE FLAG:

3. PUBLIC COMMENT: None

4. APPROVAL OF PREVIOUS MINUTES:

Action: "That the Board approves the Work Session minutes of 11/5/2025 and Board Meeting Minutes of 11/10/2025, as presented."

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

5. REPORTS:

a. **Manager's Report:**

i. **Resolution 2025-13: Adoption of updated utility billing rates based on the cost-of-service study performed by Utility Financial Solutions.**

Action: "The Board approves resolution 2025-13 - updating EAWA's utility billing rates, as presented."

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

ii. **Adoption of 2026 Operations Budget**

Action: "The Board adopts the 2026 operations budget, which accounts for a 7.5% increase in revenue, as presented."

Motion: K Murphy **Second:** R Reale, Jr **Approved**

iii. **Adoption of 2026-2030 Capital Budget**

Action: "The Board adopts the 2026-2030 Capital budget, as presented."

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

iv. **Stoneybrook Phase 3B Development Agreement:** Stoneybrook 3B includes 39 units/service connections. As per prior agreements, the developer is to pay a special fee "tank fee" for each lot, in addition to the normal permit fees, related to the water tank that was constructed to serve this development. Additionally, conditions will be subject to solicitor edits and final approval

subject to confirmation that the requested EDUs fall within the prior allocation granted to this development.

Action: "The Board conditionally approves the Development Agreement for Stoneybrook 3B."

Motion: K Murphy **Second:** R Reale, Jr **Approved**

v. **PENNVEST Payment Request Application #8:**

Action: "The Board approves submission of the Payment Request #8 to PENNVEST in the amount of \$1,395,029.40, which reimburses EAWA expenses for engineering, legal, and Phase 1 and/or Phase 2 construction expenses for the Cast Iron Main Replacement Project."

Motion: K Murphy **Second:** R Reale, Jr **Approved**

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

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

d. **Financial Reports:**

- i. Paid Bills Detail (*Operating Fund*) (11/25/25) distributed with package (\$835,854.57 for balance);
- ii. Paid Bills Detail (*Capital Fund*) (11/25/25) distributed with package (\$529,707.37 for balance);
- iii. Paid Bills Detail (*Developer's Escrow Fund*) (11/25/25) distributed with package (\$12,575.50 for balance);
- iv. Statement of *Operating* Revenues & Expenditures for period of November YTD, distributed with package. Balance: \$951,503.32, Expenditures: \$980,258.59 & Income: \$137,959.24;
- v. Statement of *Capital* Revenues & Expenditures for period of November YTD, distributed with package. Balance: \$8,006,670.36, Expenditures: \$592,469.13 & Income: \$319,154.53.

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

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

6. **UNFINISHED BUSINESS:** None

7. **NEW BUSINESS:** None

8. **BILLS PAYABLE:** Refer to Unpaid Report;

Action: "That the Board pays bills listed on statement of Unpaid *Operating* Fund Bills Detail totaling \$21,348.88 (12/08/25) and Unpaid *Capital* Fund Bills Detail totaling \$120,355.59 (12/08/25)."

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

9. BOARD MEMBER'S REMARKS: Treese reminded the board of the luncheon that will be held on 12/17/25 at Rockwell's. He also expressed his appreciation for the Board and their service to the community. McCloud wished everyone a great holiday season and Sheidy remarked about how much he has learned during this budgeting session. Murphy expressed his gratitude for our new Authority Manager and the job he is doing. Reale commented on how clear the budgeting reports were to follow and comprehend.

10. EXECUTIVE SESSION: An executive session was held from 7:10 to 7:20.

11. ADJOURN: 7:33 PM

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

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

Respectfully submitted,

A Calaman, Authority Manager

Approved at 1/12/2026 Meeting



ELIZABETHTOWN REGIONAL SEWER AUTHORITY

235 ERSA Drive, Elizabethtown, PA 17022

Phone: 717-367-5947 • www.ersapa.com • Fax: 717-367-4622

Elizabethtown Regional Sewer Authority Minutes

November 11, 2025

The Elizabethtown Regional Sewer Authority (ERSA) met at 6:32 PM at the public meeting room located at 235 Ersa Drive, Elizabethtown, PA with the following members in attendance: Dave Sweigert, Ken Shaffer, Roger Snyder, Rick Erb, Keith Murphy (by phone), Nick Viscome. Also, present were ERSA Manager Steve Rettew, Engineer Clayton Bubeck, solicitor Jeff Shank and Bookkeeper Michele Range.

It was **motioned** by Viscome and seconded by Snyder to approve the minutes of the October 14, 2025, meeting. Motion carried.

Public Attendance: none.

General Business:

1. Rettew discussed the Hershey Road Pumping Station expansion project. The project involves expanding the pumping station and its interceptor with a \$1 million statewide local share assessment grant being requested from the Commonwealth Financing Authority to fund the work. This project is a key part of the ongoing upgrades and maintenance to ERSA's infrastructure. It was **motioned** by Snyder and seconded by Viscome to approve Resolution 2025-11 Hershey Rd PS/Interceptor Expansion Project. Motion carried.
2. Rettew discussed the Schwanger Road Pumping Station improvement project. The project involves upgrades and improvements to the facility with a \$608,400 grant from the Commonwealth Financing Authority. It was **motioned** by Snyder and seconded by Viscome to approve Resolution 2025-12 Schwanger Rd PS Improvements. Motion carried.
3. Rettew discussed the Hershey Road rehabilitation project. A grant of \$554,630 is being requested from the Commonwealth Financing Authority to fund the work. It was **motioned** by Snyder and seconded by Viscome to approve Resolution 2025-13 Hershey Rd rehab project. Motion carried.
4. Jeff Shank discussed various aspects of the easement agreement, temporary construction access easement and termination of existing easement and release with Masonic Homes in relation to the Turnpike Road #2 upgrade project. It was **motioned** by Snyder and seconded by Viscome to approve the Easement Agreement. Motion carried. It was **motioned** by Snyder and seconded by Viscome to approve the Temporary Construction Easement Agreement. Motion carried. It was **motioned** by Snyder and seconded by Viscome to approve the Termination of Existing Agreement and Release. Motion carried.

5. Rettew discussed Nick Viscome meetings with property owners and creating temporary easements related to Trunk A sewer project. The agreements were secured with several landowners to allow construction access and activities. Jeff Shank also discussed recording each easement. It was **motioned** by Snyder and seconded by Erb to approve the following Trunk A temporary easement agreements. Motion carried. Viscome abstained.
 - a. Clair Mummau
 - b. David W. Blough
 - c. Elizabethtown Properties Inc.
 - d. Featherton Crossings LP (2)
 - e. PA Mertz LLC
6. Clayton Bubeck outlined RETTEW's engineering agreement for 2026 and discussed hourly rates, professional services and the inclusion of updated liability provisions. The appointment covers general engineering services for the upcoming year. It was **motioned** by Viscome and seconded by Snyder to approve RETTEW 2026 EOR for reappointment. Motion carried.
7. Shank and Rettew discussed the developer agreement for Stoneybrook 3B, which covers the development of 27 single-family units and 6 duplex units totaling 39 EDU's. The agreement includes updated developer contributions, tapping fees and inspection fees. It was **motioned** by Snyder and seconded by Viscome to conditionally approve the Developer Agreement for Stoneybrook 3B. Motion carried. Approval is contingent on confirming the final EDU number and ensuring the plan accurately references all related sewer facilities.
8. Discussion was had on a request for sewer capacity certification for 2843 Mount Pleasant Road, which would require service for 52 Edu's. It was determined that no capacity is currently available for this project until the Trunk A project is completed. The board noted that further development in the area is on hold pending completion of the required infrastructure and that no commitment of capacity can be made at this time.
9. Clayton Bubeck discussed the Cameron, Colebrook and Nolt pump station upgrade project. This amendment covers additional scope related to rezoning, stormwater management and compliance requirements, with a budget not to exceed \$7,800. It was **motioned** by Snyder and seconded by Viscome to approve Amendment #1 for Cameron, Colebrook and Nolt PS Upgrade. Motion carried.
10. Rettew discussed the 2026 Budget Draft #2 which includes minor adjustments to align projections with current year actuals, especially in escrow, repairs, maintenance and office equipment. Rettew and Shaffer covered the effects of pending rate study results, the timing of potential rate increase and impacts of a recent rain event on wastewater expenses. The board opted to defer final adoption of budget until updated December projections and more clarity on rate adjustments are available.

Reports:

Engineer:

Clayton Bubeck covered the engineer's report with progress on multiple capital projects, including updates on LSA grant applications and approvals for upgrades at Hershey Rd, Schwanger Rd and related pump stations. The report noted the completion of pavement restoration on Nolt Rd, the submission and tracking of permits for Trunk A Interceptor expansions and status updates on other various projects. Bubeck also recommended adopting industrial user permits to manage compliance and oversight for industrial customers, specifically referencing surcharge and compliance issues with Greiner.

Treasurer:

Shaffer discussed the financial reports. Key points discussed:

1. Revenues for the year to date were very close to budget, with an overall slight underperformance mostly due to lower sewer rental income.
2. Inspection fees and interest income exceeded budget expectations.
3. Administrative expenses were under budget.
4. Wastewater treatment costs were higher than budgeted, primarily due to significant expenses from a rain event and related emergency actions. Shaffer states this is a 10% variance.
5. Cash reserves at the reporting period are substantially above budgeted amount, mainly due to upfront tapping fees from Campus Rd projects and lower capital spending.

It was **motioned** by Snyder and seconded by Viscome to approve the Treasurer's report. Motion carried.

It was **motioned** by Snyder and seconded by Erb to approve the bills payable in the amount of \$285,530.07. Motion carried.

It was **motioned** by Snyder and seconded by Viscome to adjourn the general session at 7:41pm. Motion carried.

Executive session was held to discuss the outstanding claims with CDM.

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY**
November 19th, 2025

A public meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, November 19th, 2025, at 6:00 PM in the Elizabethtown Borough Council Chambers, 600 South Hanover Street, Elizabethtown, Pennsylvania, 17022.

The meeting was called to order by Chairperson Debra Dupler.

Roll Call: Debra Dupler, Roger Snyder, Justin Risser, Jeffrey Hudson, Jeffrey McCloud and Kenton Sweigart were present. Dave Jones, Saxton & Stump, was also present. MESA staff present: Wade Amick, Marc Hershey, Becky Houser. Public attendees: John Yoder, Bob Enck

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

West Donegal Township Manager, John Yoder, speaking on the Norlanco Building project commented on building design options.

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

- a) Approval and ratification of the minutes of the October 22, 2025 meeting.
- b) Accept and ratify the financial reports for the period of October 2025, subject to audit.
- c) Approve and ratify the payment of all bills & payroll via Bill List 2025-11 in the amount of \$560,240.11.
- d) Public Relations Report
- e) Call Reports

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

- 1) Recruiting continues for both ALS and BLS positions. Interviews have been on-going with 3 new hires last month. Coverage remains strong with no gaps in service, and missed call performance has been outstanding with only 1 missed call in October.
- 2) Operations continue to run smoothly. No major incidents, issues or concerns.

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

- 1) Landscaping work was completed by Brandt Landscaping. A new flagpole installation is scheduled to be completed by the end of November.
- 2) The transition to move to Insurance Billing vendor DIGITECH continues, with the anticipated date to go-live January 1, 2026. The Lock Box with Fulton Bank is ready for use.

- 3) The Tahoe has entered production, with anticipated delivery in early January. Upfitting (adding lights / sirens) will be done, making the vehicle ready for service in February 2026.
- 4) An employee appreciation lunch is scheduled for December 9th and 10th. Lunch is provided by Luongo BBQ.
- 5) Holiday meals for Thanksgiving and Christmas have been coordinated. MESA will provide a turkey for Thanksgiving and staff will bring the sides. West Green Tree Church of the Brethren will provide and deliver a Christmas meal for staff.
- 6) Holiday / Year end appreciation gift cards of \$100 for full-time, and \$25/\$50 for part-time will be distributed to all staff.

Authority Solicitor, Dave Jones, Saxton & Stump provided a report to the Board. Mr. Jones noted that a letter has been drafted to the lawyers from the neighboring municipalities stating MESA does not agree to the proposed offer.

No Penn Medicine report was provided

Old Business

2025 Parcel Billing: The 2025 parcel billing and collection process has been going well. The total received is \$1,499,115; which is about 93% of the Diversified Parcel billings for 2025. As a comparison, MESA collected \$1,483,558 as of November 30, 2024. Including Masonic Village, \$1,748,000 has been collected, vs. the budget amount of \$1,741,165 which is about 100.4% and coming in on budget. Of the outstanding \$233,235 balance, 43% is from the 2024 bills and 57% is for 2025; representing 1218 accounts / parcels. Parcels and/or common ownership parcels with balances in excess of \$500 will be recommended for property lien.

2025 FTE Billing: Businesses with more than 3 employees and \$150,000 or more in payroll, were mailed a self-reporting letter and form on April 8th, with an original due date of June 15, 2025. Reminders were sent in July. To date, \$90,995 has been collected, which is about (98%), while \$93,000 was budgeted for 2025.

On a motion made by Mr. McCloud, seconded by Mr. Snyder, the Board unanimously approved the 2026 Employee Benefits structure. Few changes for 2026 include a new minimum hour requirement to qualify for uniform reimbursement amounts, along with a slight out of pocket increase for health visits and prescriptions when using the medical plan. The employee contribution for medical plan coverage increased 16.7%.

On a motion made by Mr. Snyder, seconded by Mr. Sweigart, the Board unanimously approved to the 2026 Operating Budget, Capital Budget and Personnel Wages. Included in the Capital Reserves budget is estimated costs of approximately \$18,000 for building renovations to the current office area due to the company re-organization. Additional secure lobby space for visitors, a staff conference room and realigning offices will improve operational efficiency and security.

On a motion made by Mr. Snyder, seconded by Mr. McCloud, the Board unanimously approved \$3,000 for extra sewer engineering costs for the Norlanco Building project. After a meeting with Harbor Engineering and ERSA, creating an easement and installing a grinder pump may be required for the sewer system. Harbor Engineering is working on land development planning, while John Yoder continues to work on building design options.

New Business:

On a motion made by Mr. Snyder, seconded by Mr. Hudson, the Board unanimously approved Resolution 2025-04: 2026 Fee Schedule, making the fee increase \$2.00 or 2.4% per SDU. This is slightly below the current CPI-U index of 2.65%. Other classifications (except business FTE) also increase by 2.4%.

On a motion made by Mr. Snyder, seconded by Mr. Risser, the Board unanimously approved to use 2025 ending fund balances as 2026 starting balances.

On a motion made by Mr. Risser seconded by Mr. Snyder the Board unanimously approved to issue property liens on outstanding parcel fees for individual parcels and/or combined parcel ownership that exceeds \$500 for both 2024 & 2025.

On a motion made by Mr. Risser seconded by Mr. Snyder the Board unanimously approved the 2026 Public Meeting schedule. This schedule cancels the December 23rd, 2026 meeting and schedules a meeting December 16th, 2026 in place.

On a motion made by Mr. Risser seconded by Mr. Snyder, the Board unanimously agreed to cancel the Wednesday, December 10th, 2025 Board meeting.

A 5:30 PM executive session was held to discuss a personnel matter before the meeting began.

The Board is scheduled to meet on Wednesday, December 17th, 2025 beginning at 6:00PM. Regular business will be conducted along with light refreshments to show appreciation to the Board.

The January 28th 2026 meeting will be a reorganization of the Board.

A motion was made by Mr. Snyder, seconded by Mr. Hudson to adjourn the meeting at 7:11 PM. All members present voted in favor of the motion.

Respectfully Submitted,

Becky Houser
Recording Secretary

Municipal Emergency Services Authority (MESA)
Agency Incident Report
Call Totals by Class
December 2025

Municipality	Class 1	Class 2	Class 3	Other	Total
Columbia Borough	12	0	5	0	17
Conoy Township	17	6	12	0	35
Dauphin County - Conewago Township	1	0	0	0	1
Dauphin County - Londonderry Township	1	0	2	0	3
Dauphin County - Other	1	0	1	0	2
East Donegal Township	34	12	47	0	93
East Hempfield Township	0	0	0	0	0
Elizabethtown Borough	63	14	53	3	133
Lebanon County	1	0	0	0	1
Manheim Borough	0	0	0	0	0
Manor Township	1	0	0	0	1
Marietta Borough	19	2	15	0	36
Mount Joy Borough	15	0	6	0	21
Mount Joy Township	61	9	40	0	110
Mountville Borough	0	0	0	0	0
Penn Township	0	0	0	0	0
Rapho Township	10	1	4	0	15
West Donegal Township	73	17	48	1	139
West Hempfield Township	2	1	0	0	3
York County	4	0	1	0	5
Total Dispatches	315	62	234	4	615

Dauphin County - other: Middletown Borough, Royalton Borough

Municipal Emergency Services Authority (MESA)
Agency Incident Breakout
December 2025

Incident Type

Medical	651
Public Service	25
Cardiac Arrest (class 1)	6
Vehicle Accident	47
Fire call	9
Gas leak	1
EMS activity	13
Routine Transport	23

<u>Mutual Aid</u>	<u>Covered</u>	<u>Assisted</u>
Dauphin Medic 4	1	0
Dauphin Medic 7-3 (SCEMS)	2	0
Lancaster EMS (06)	0	0
Lebanon County	0	0
Penn State Life Lion EMS (77/41)	40	5

Receiving Facility

<u>Receiving Facility</u>		<u>Disposition</u>	
Penn Medicine Lancaster General	226	Cancelled	31
Penn State - Hershey	105	DOA	2
Penn State - Lancaster	88	No patient found	22
UPMC - Community Osteopathic	0	Non-Treat/Transport	78
UPMC - Lititz	1	Recalled	31
UPMC - Harrisburg	1	Standby (fire, sporting/ special event)	4
UPMC - York Memorial	0	Transported	427
Wellspan Community Ephrata Hospital	0	Treat/no transport	2
Wellspan Good Samaritan Hospital	0	Other	22
Wellspan York	1		
Other	0		

Municipal Emergency Services Authority (MESA)
Agency Incident Report
Call Totals by Class
January 1 – December 31, 2025

Municipality	Class 1	Class 2	Class 3	Other	Total
Columbia Borough	299	22	85	0	406
Conoy Township	140	33	90	1	264
Dauphin County - Conewago Township	16	4	4	0	24
Dauphin County - Londonderry Township	27	7	14	0	48
Dauphin County - Other	6	1	5	1	13
East Donegal Township	353	115	337	48	853
East Hempfield Township	9	2	1	0	12
Elizabethtown Borough	749	183	626	256	1814
Lebanon County	8	1	2	0	11
Manheim Borough	2	0	0	0	2
Manor Township	15	4	4	0	23
Marietta Borough	134	45	140	0	319
Mount Joy Borough	248	23	61	0	332
Mount Joy Township	605	146	424	45	1220
Mountville Borough	3	0	1	0	4
Penn Township	4	0	0	0	4
Rapho Township	128	20	38	1	187
West Donegal Township	751	200	588	7	1546
West Hempfield Township	63	12	30	0	105
York County	97	4	17	0	118
Total Dispatches	3657	822	2467	359	7,305

Dauphin Co. "Other" = Middletown Borough, Royalton Borough

Municipal Emergency Services Authority (MESA)
Agency Incident Breakout
January 1 – December 31, 2025

Incident Type

Medical	6453
Public Service	186
Cardiac Arrest (class 1)	93
Vehicle Accident	311
Fire call	67
Gas leak	1
EMS activity	124
Routine Transport	230

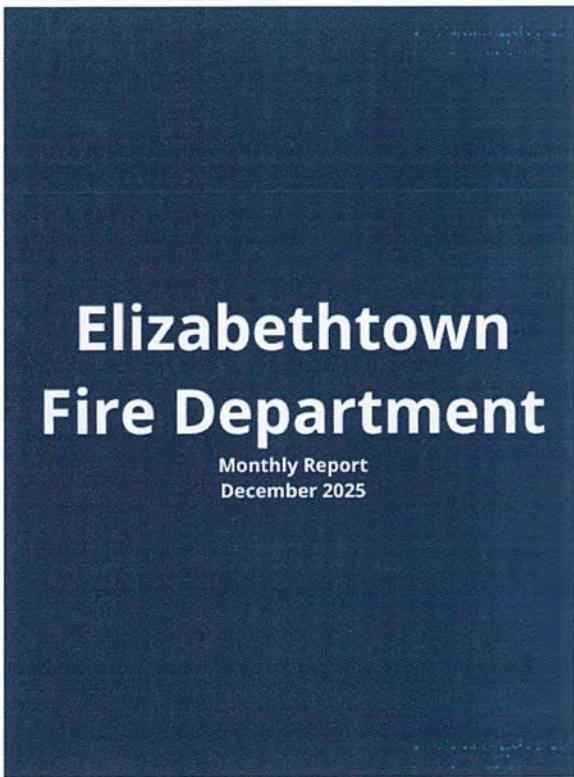
Mutual Aid

	Covered	Assisted
Dauphin Medic 4	1	0
Dauphin Medic 7-3 (SCEMS)	42	1
Lancaster EMS (06)	5	1
Lebanon County	1	0
Penn State Life Lion EMS (77/41)	608	97

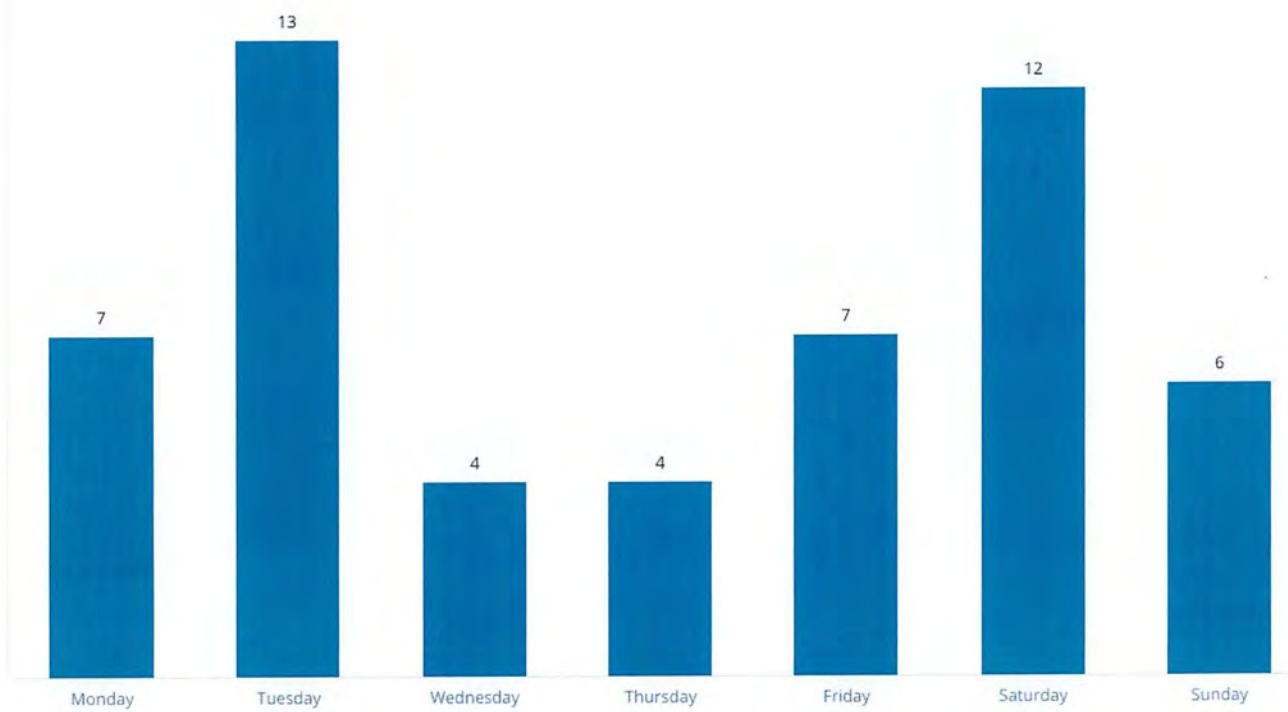
Receiving Facility

		Disposition	
Penn Medicine Lancaster General	2,549	Cancelled	352
Penn State - Hershey	1,309	DOA	42
Penn State - Lancaster	1066	No patient found	374
UPMC - Osteo (Harrisburg)	12	Non-Treat/Transport	621
UPMC - Lititz	46	Recalled	418
UPMC - Harrisburg	16	Standby (fire, sporting event, special event)	78
UPMC - York Memorial	4	Transported	5,054
Wellspan Ephrata Community Hospital	2	Treat/no transport	21
Wellspan Good Samaritan Hospital	5	Other	349
Wellspan York	29		
Other	11		

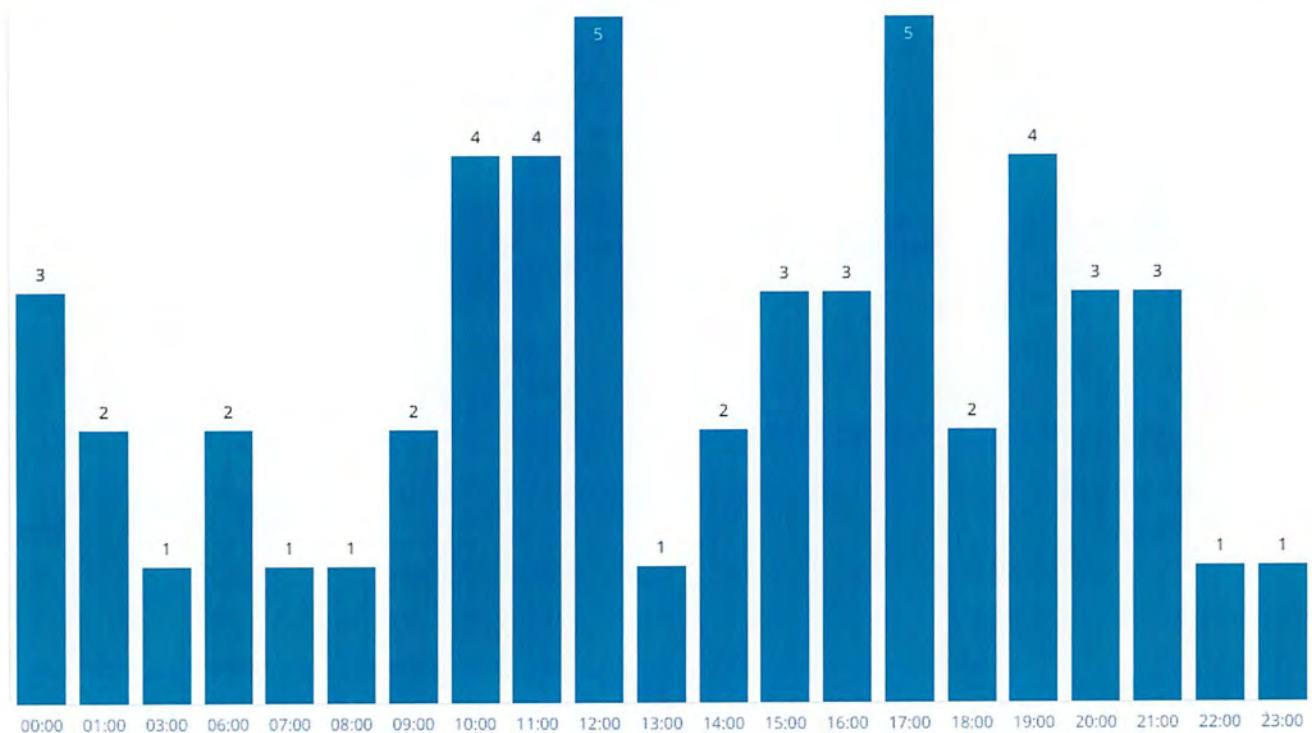
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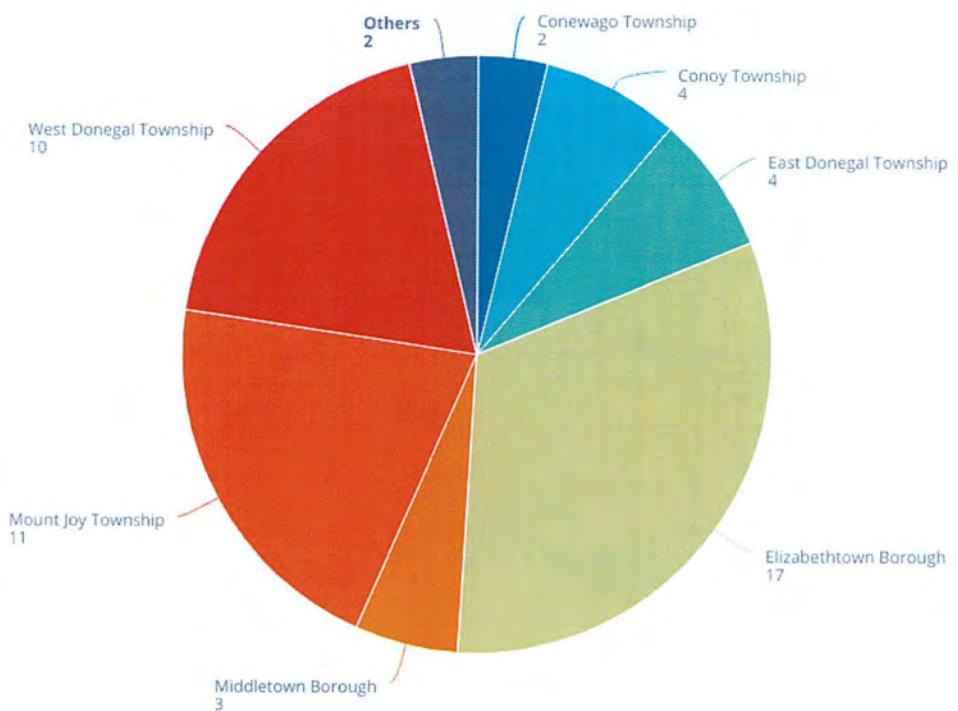
Incident Count by Day of Week



Incident Count by Hour of Day



Incident Responses by District



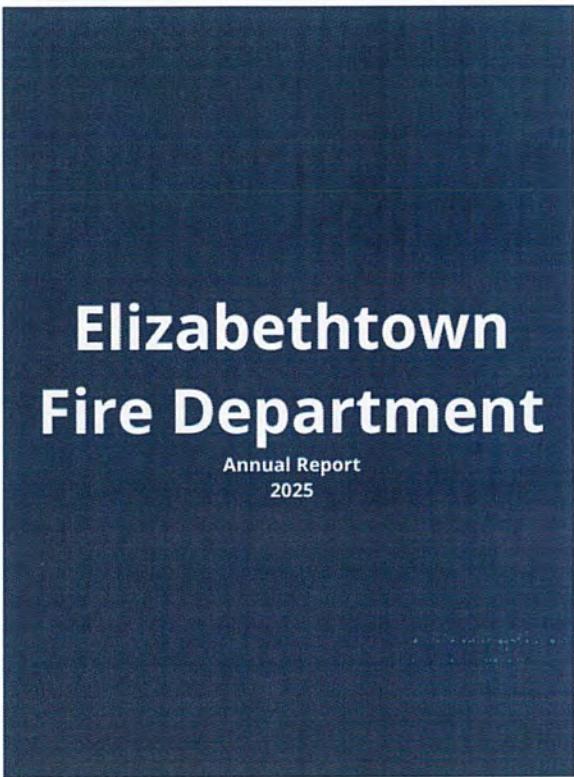
Incident Type Group	Incident Type	Incident Number
100 - Fire	Building fire	6
	Chimney or flue fire, confined to chimney or flue	1
	Fire in mobile home used as fixed residence	1
300 - Rescue & EMS	Extrication of victim(s) from vehicle	1
	Medical assist, assist EMS crew	1
	Motor vehicle accident with injuries	2
	Motor vehicle accident with no injuries.	2
	Uncon. AED	1
	Water & ice-related rescue, other	1
400 - Hazardous Condition	Electrical wiring/equipment problem, other	1
	Gas leak (natural gas or LPG)	3
	Power line down	1
	Vehicle accident, general cleanup	2
500 - Service Call	Fire Police	4
	Lock-out	1
	Public service assistance, other	1
600 - Good Intent Call	Dispatched & canceled en route	11
	Failed to Respond - Fire Police	1
	Good intent call, other	3
	Smoke scare, odor of smoke	3
700 - False Alarm	Alarm system sounded due to malfunction	2
	Carbon monoxide detector activation, no CO	1
	CO detector activation due to malfunction	1
	False alarm or false call, other	1
800 - Severe Weather & Natural Disaster	Flood assessment	1

District	Location Street Address	Incident Type
Conewago Township	390 SHELLY Lane	Electrical wiring/equipment problem, other
	HERSHEY Road	Vehicle accident, general cleanup
Conoy Township	105 MONUMENT Drive	Dispatched & canceled en route
	138 GOVERNOR STABLE Road	Dispatched & canceled en route
	2379 RIVER Road	Fire in mobile home used as fixed residence
	COUNTY LINE TO PRESCOTT Road	Water & ice-related rescue, other
East Donegal Township	1180 STELLAR Drive	Building fire
	1310 JANET Drive	Dispatched & canceled en route
	2323 DONEGAL SPRINGS Road	Chimney or flue fire, confined to chimney or flue
	260 RED CEDAR Lane	Dispatched & canceled en route
Elizabethtown Borough	1 CONTINENTAL Drive	Building fire
	125 East HIGH Street	Fire Police
	171 North MOUNT JOY Street	Fire Police
	27 South SPRUCE Street	Carbon monoxide detector activation, no CO
	315 South SPRUCE Street	Good intent call, other
	320 South MARKET Street	Public service assistance, other
	412 South MARKET Street	Gas leak (natural gas or LPG)
	5 ARROWHEAD Drive	Smoke scare, odor of smoke
	504 East HIGH Street	CO detector activation due to malfunction
	54 South MARKET Street	Lock-out
	592 MOUNT GRETNNA Road	Smoke scare, odor of smoke
	600 East HIGH Street	False alarm or false call, other
	720 South MARKET Street	Motor vehicle accident with no injuries.
	81 MAYTOWN Avenue	Medical assist, assist EMS crew
	904 HEDGEWYCK Lane	Flood assessment
	East HIGH Street	Fire Police
	N MARKET ST Avenue	Dispatched & canceled en route
Lebanon City	845 CUMBERLAND Street	Building fire
Londonderry Township	693 ROUNDTOP Road	Building fire
Middletown Borough	1200 PINEFORD Drive	Dispatched & canceled en route
		Smoke scare, odor of smoke
	209 SPRUCE Street	Dispatched & canceled en route
Mount Joy Township	114 ROUTE 283 W & HERSHEY Road	Good intent call, other

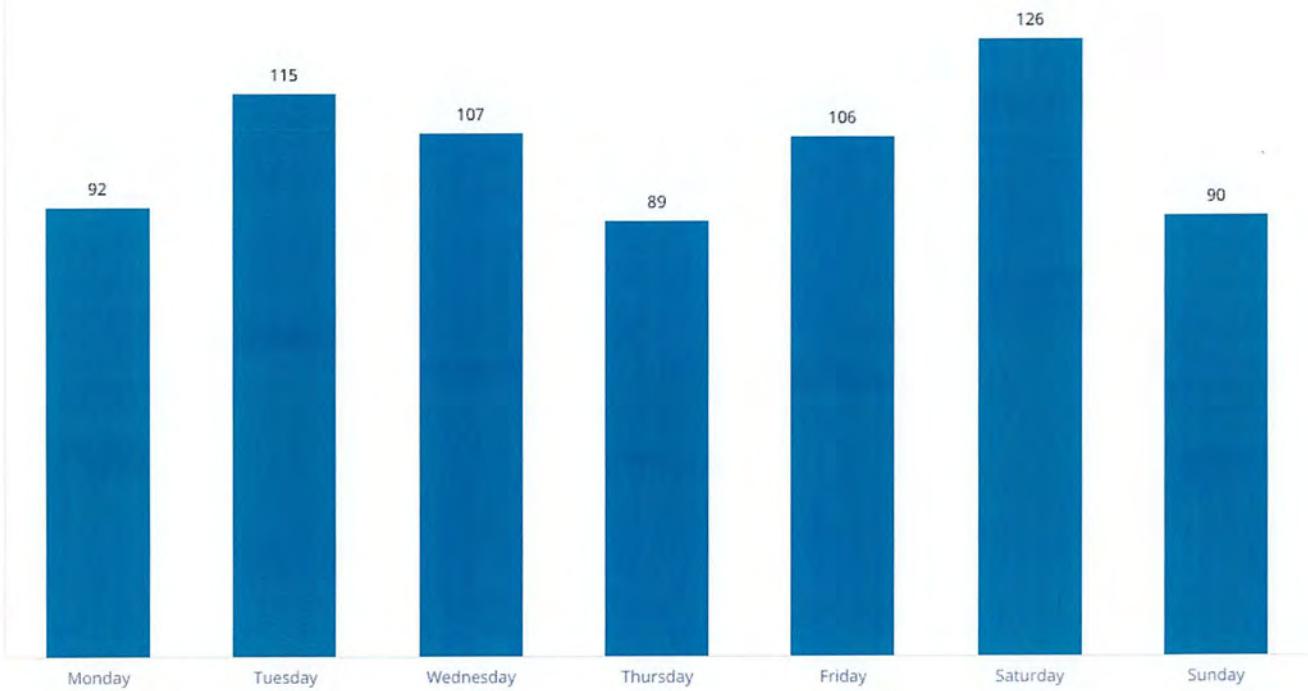
District	Location Street Address	Incident Type
Mount Joy Township	114 ROUTE 283 West	Good intent call, other
	1421 MOUNT GRETNA Road	Motor vehicle accident with injuries
	2011 North MARKET Street	Extrication of victim(s) from vehicle
	2122 SHEAFFER Road	Building fire
	381 GREENTREE Road	Gas leak (natural gas or LPG)
	74 RAINBOW Circle	Uncon. AED
	771 CLOVERLEAF Road	Dispatched & canceled en route
	CLOVERLEAF Road	Failed to Respond - Fire Police
	ELIZABETHTOWN Road	Dispatched & canceled en route
	VETERANS Drive	Motor vehicle accident with no injuries.
West Donegal Township	1160 North MARKET Street	Fire Police
	1163 ZEAGER Road	Motor vehicle accident with injuries
	1405 ZEAGER Road	Alarm system sounded due to malfunction
	1499 ZEAGER Road	Gas leak (natural gas or LPG)
	1595 MAYTOWN Road	Building fire
	2251 HIGH Street	Dispatched & canceled en route
	2308 North MARKET Street	Vehicle accident, general cleanup
	419 FORD Drive	Dispatched & canceled en route
	NEWVILLE Road	Power line down

District	# of unique Incident Number
	12/2025
Conewago Township	2
Conoy Township	4
East Donegal Township	4
Elizabethhtown Borough	17
Lebanon City	1
Londonderry Township	1
Middletown Borough	3
Mount Joy Township	11
West Donegal Township	10

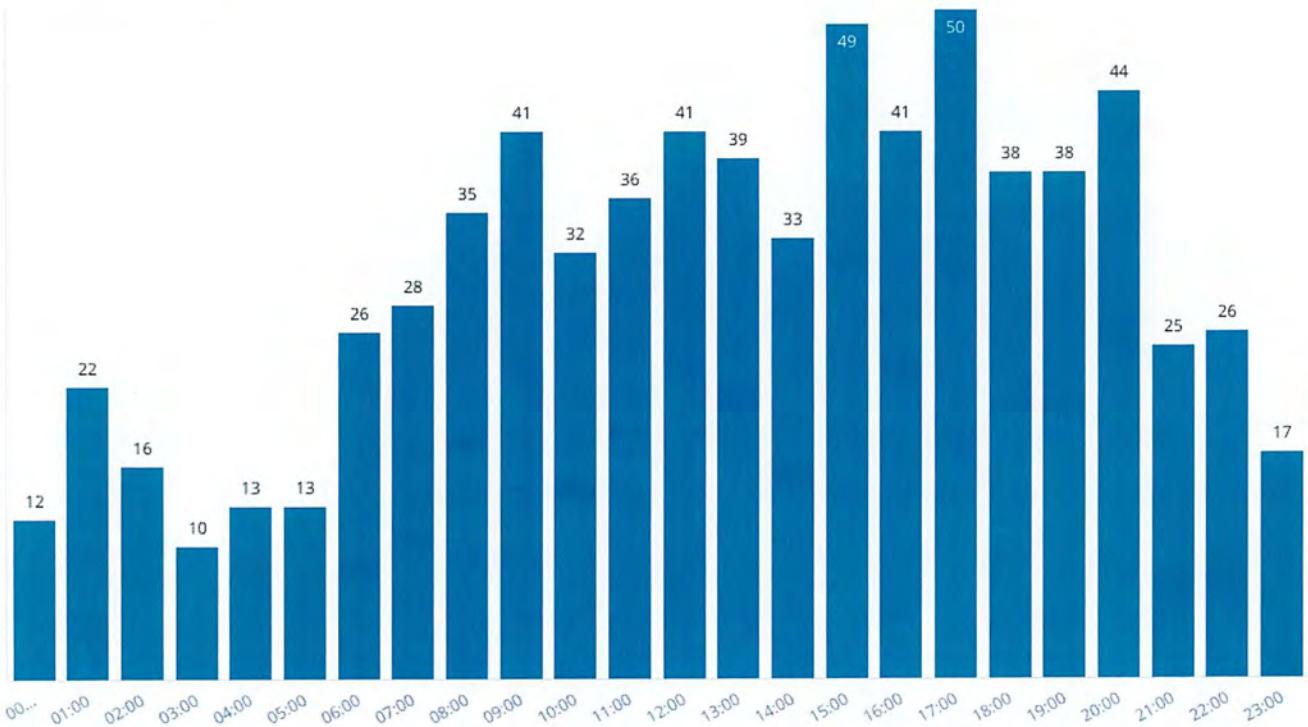
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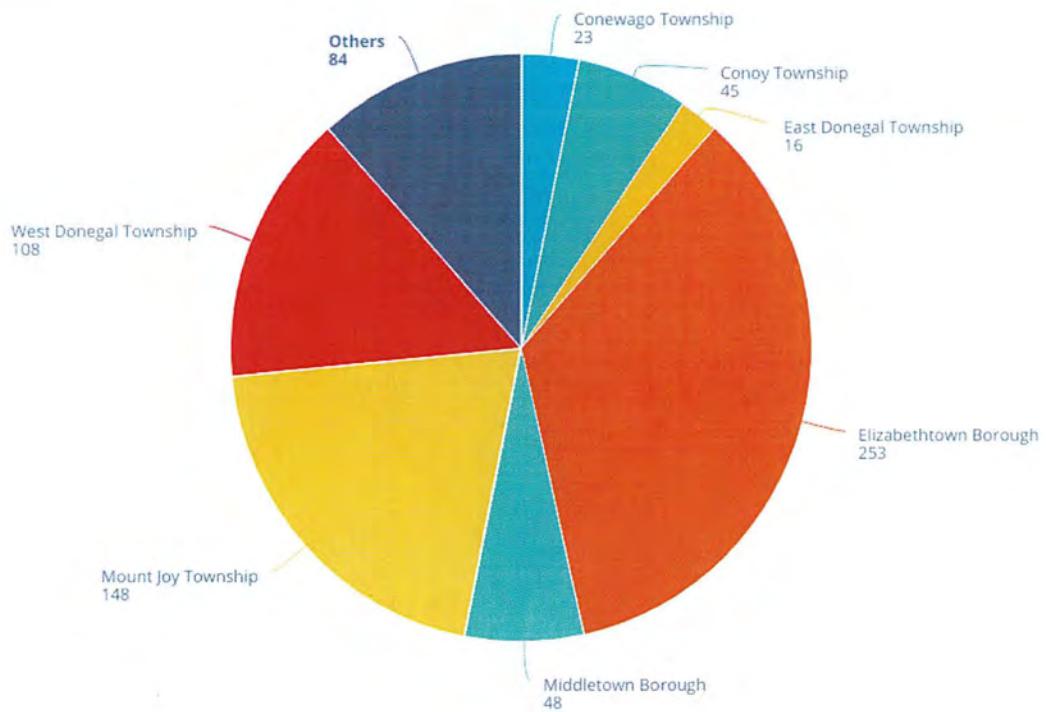
Incident Count by Day of Week



Incident Count by Hour of Day



Incident Responses by District



Incident Type Group	Incident Type	Incident Number
100 - Fire	Aircraft fire	1
	Brush or brush-and-grass mixture fire	7
	Building fire	42
	Chimney or flue fire, confined to chimney or flue	2
	Cooking fire, confined to container	1
	Fire in mobile home used as fixed residence	1
	Fire in mobile prop. used as a fixed struc., other	1
	Fires in structure other than in a building	1
	Forest, woods or wildland fire	1
	Fuel burner/boiler malfunction, fire confined	1
	Grass fire	1
	Outside rubbish fire, other	1
	Outside rubbish, trash or waste fire	3
	Outside storage fire	1
	Passenger vehicle fire	3
	Road freight or transport vehicle fire	4
	Trash or rubbish fire, contained	1
300 - Rescue & EMS	Emergency medical service incident, other	1
	Extrication of victim(s) from vehicle	6
	Extrication, rescue, other	1
	Lock-in (if lock out , use 511)	1
	Medical assist, assist EMS crew	20
	Motor vehicle accident with injuries	46
	Motor vehicle accident with no injuries.	21
	Motor vehicle/pedestrian accident (MV Ped)	2
	Removal of victim(s) from stalled elevator	3
	Rescue, EMS incident, other	2
	Uncon. AED	17
	Water & ice-related rescue, other	2
400 - Hazardous Condition	Aircraft standby	1
	Carbon monoxide incident	7
	Chemical spill or leak	1

Incident Type Group	Incident Type	Incident Number
400 - Hazardous Condition	Electrical wiring/equipment problem, other	6
	Gas leak (natural gas or LPG)	18
	Gasoline or other flammable liquid spill	1
	Hazardous condition, other	2
	Oil or other combustible liquid spill	2
	Power line down	8
	Vehicle accident, general cleanup	7
500 - Service Call	Animal problem	1
	Assist police or other governmental agency	5
	Chiefs Investigation	12
	Cover assignment, standby, moveup	8
	Defective elevator, no occupants	1
	Fire Police	50
	Lock-out	2
	Police matter	1
	Public service	1
	Public service assistance, other	4
	Service Call, other	2
	Smoke or odor removal	1
	Water or steam leak	1
	Water problem, other	1
600 - Good Intent Call	Authorized controlled burning	23
	Dispatched & canceled en route	172
	Failed to Respond - Fire Police	9
	Good intent call, other	26
	HazMat release investigation w/no HazMat	2
	Smoke scare, odor of smoke	22
	Steam, vapor, fog or dust thought to be smoke	2
700 - False Alarm	Alarm system activation, no fire - unintentional	18
	Alarm system sounded due to malfunction	36
	Carbon monoxide detector activation, no CO	10
	CO detector activation due to malfunction	8

Incident Type Group	Incident Type	Incident Number
700 - False Alarm	Detector activation, no fire - unintentional	4
	False alarm or false call, other	26
	Heat detector activation due to malfunction	1
	Local alarm system, malicious false alarm	2
	Malicious, mischievous false call, other	1
	Municipal alarm system, malicious false alarm	2
	Smoke detector activation due to malfunction	12
	Smoke detector activation, no fire - unintentional	4
	System malfunction, other	2
800 - Severe Weather & Natural Disaster	Flood assessment	2
	Wind storm, tornado/hurricane assessment	2
900 - Special Incident	Special type of incident, other	2

District	# of unique Incident Number												
	Jan 20...	Feb 20...	Mar 20...	Apr 20...	May 20...	Jun 20...	Jul 20...	Aug 20...	Sep 20...	Oct 20...	Nov 20...	Dec 20...	Grand Tota...
Columbia Borough										1			1
Conewago Township		2	1	2	2	4	1	1	1	3	4	2	23
Conoy Township	3		8	3	2	6	6	5	5	2	1	4	45
Derry Township		1			1								2
East Donegal Township	3	1	2	1			1	1		3		4	16
East Hempfield Township	1		1						1	2			5
East Petersburg Borough									1				1
Elizabethtown Borough	19	18	20	14	24	22	24	24	32	23	16	17	253
Harrisburg Bureau of Fire		1											1
Lebanon City													1
Londonderry Township	2	2	2		2	3			1	1			14
Lower Paxton Township		1											1
Lower Swatara Township								1	1				2
Manheim Township			1										1
Marietta Borough		1				1							2
Middletown Borough	1	2	9	6	6	3	3	8	3	3	1	3	48
Mount Joy Borough	2	3	2		1	1	2	1	1	1	1		15
Mount Joy Township	11	18	15	12	17	12	17	9	10	7	9	11	148

District	# of unique Incident Number												
	Jan 20...	Feb 20...	Mar 20...	Apr 20...	May 20...	Jun 20...	Jul 20...	Aug 20...	Sep 20...	Oct 20...	Nov 20...	Dec 20...	Grand Tota...
Rapho Township	2	2			1	1	2	1	1	1	2		13
Royalton Borough						1		1		1			3
South Annville Township				1	1				1		1		4
South Londonderry Township	1	1	2	1	1	2	2		1	2	1		14
West Donegal Township	12	9	5	3	4	14	12	10	11	12	6	10	108
Wrightsville Borough			1	1		1	1						4
Grand Total	57	62	69	44	62	71	71	62	70	62	42	53	725



**GREATER ELIZABETHTOWN AREA RECREATION & COMMUNITY SERVICES
BOARD MEETING MINUTES
GEARS COMMUNITY CENTER
NOVEMBER 18, 2025 AT 7:00 PM**

BOARD MEMBERS

IN ATTENDANCE:

Howard Kroesen, Chair, Elizabethtown Borough
Lindsay Norris, Vice Chair, West Donegal Township
Delmar Oberholtzer, Treasurer, Mount Joy Township
Alissa Eby, Elizabethtown Borough
Jeb Musser, West Donegal Township
Phil Dunn, West Donegal Township
Alan Kaylor, East Donegal Township
Linda Good, East Donegal Township
Adam Reed, Mount Joy Township
Alexander Shubert, Mount Joy Township

BOARD MEMBERS ABSENT: Michael Brubaker, East Donegal Township
Jay Hynicker, Elizabethtown Borough

VISITORS IN ATTENDANCE: None.

STAFF IN ATTENDANCE: David Wendel, Executive Director
Joyce Hardman, Recorder of Minutes

1. CALL TO ORDER

Chair Kroesen called the meeting to order at 7 pm.

2. PUBLIC COMMENT

No public comment.

3. Board Minutes

Mr. Kaylor moved to approve the October 21, 2025 Board Minutes. Mr. Reed was second. Motion unanimously passed.



4. FINANCIAL REPORT

Mr. Wendel addressed the October Financial Report including updates on our current balances. Mr. Wendel noted that our fourth quarter municipal contributions are reflected under admin revenues for the month of October. Additionally, he reported that our Truist and ENB accounts have a total balance of \$1,367,275 as of 11/13/2025. This includes Mt. Joy Township's contribution of \$75,000 for the second floor renovations. Future contributions will be deposited in our ENB money market account as it will be used to fund our second floor project.

Ms. Norris moved to approve the October 2025 Financial Report. Ms. Good was second. Motion unanimously passed.

5. COMMITTEE REPORTS

- **Executive Committee:**

No report.

- **Finance Committee:**

No report.

- **Personnel Committee:**

Mr. Dunn reported that he met with Mr. Wendel and Ms. Hardman on 10/29/2025 to review and discuss the revisions to the Employee Handbook. He will schedule a meeting with the personnel committee to discuss the policy changes in preparation for sharing with the entire board in December.

- **Program Committee:**

No report.

- **Facilities Committee:**

No report.



- **Sponsorship Committee:**

No report.

6. EXECUTIVE DIRECTOR REPORT

- **Second Floor Improvements:** Mr. Wendel reported that he met with our contractor, Lobar Associates on 11/14/2025 to discuss the ADA requirements from DCNR. We are required to have a van accessible space that complies with ADA. It was recommended that we use the current space adjacent to the ramp at the main entrance to the building. It has the proper dimensions for an ADA compliant van space, however, it may require the sprinkler waterline to be reconfigured which includes a hydrant in that area. Our contractor will discuss with the water authority to determine if we can move the waterline to the other side of the ramp. Additionally, our contractor surveyed the area to determine if the slope requirements were met as an accessible ADA route. The design plan will be updated and shared with DCNR to ensure it meets their approval.
- **GEARS Funding Agreement and Bylaws:** Mr. Wendel provided the board with copies of the updated GEARS Funding Agreement and Bylaws. He reported that on 10/24/2025, he forwarded the updated agreement and bylaws to the managers of our participating municipalities to review for approval consideration. Currently, no feedback has been received. The updates were based on recommendations the managers made at their meeting on 3/12/2025 and from the Elizabethtown Borough Council and Ann Roda on 10/10/2025. Both documents were to be addressed at the regional elected officials meeting on 10/30/2025. Mr. Wendel was informed by Elizabethtown Borough Manager, Ann Roda at the 11/18/2025 EACSA meeting that the agreement will undergo a legal review by their solicitor and that it should be ready for final review by the participating municipalities before the end of the year.

Ms. Norris asked how many representatives each municipality has.

Mr. Wendel stated that each municipality has three representatives on the board including one from their governing body.

Mr. Kroesen added that each municipality may have their manager serve in lieu of a board or council member.

Mr. Reed asked if we need to have it approved by the end of the year.

Mr. Wendel reported that our current five-year agreement terminates on 12/31/2025 so yes, it would be helpful to have it approved.



Ms. Eby moved to approve the updated GEARS Funding Agreement. Mr. Kaylor was second. Motion unanimously passed.

Ms. Good moved to approve the updated GEARS Bylaws. Mr. Musser was second. Motion unanimously passed.

- **ExtraGive:** Mr. Wendel reminded the board that the ExtraGive is scheduled on 11/21/2025. We consider our board members as ambassadors for GEARS and request that they get the word out about the services we provide to folks in their neighborhoods and help seek donors to support our programs. Our goal is \$10,000 which we have averaged over the last four years.
- **Recreation:** Mr. Wendel provided program highlights and enrollment figures for a number of programs. Additionally, several testimonials were shared from customers related to their high level of satisfaction towards our programs. This month's testimonials focused on our aquatics programs.
- **Kids Center:** Mr. Wendel reported that enrollment for the 2025-2026 school year currently stands at 152. Enrollment figures for each site include the following: Bainbridge (18), East High (36), Bear Creek (56), Kindergarten (19) and Preschool (23). Upcoming events include our Thanksgiving Luncheon on 11/24/2025 and Cookies with Santa on 12/12/2025. Board members were encouraged to attend and/or volunteer at these events.
- **Senior Center:** Mr. Wendel reported that there were 23 service days during the month of October. We averaged 43 seniors a day with a total of 136 different seniors served during the month. Our lunch program served 27 seniors daily and we attracted 4 new seniors during the month. Our Center without Walls Program served 34 seniors. The Garden Club attracted 20 participants while 110 seniors attended our Senior Bazaar on 11/8/2025. Bingocize and Geri-Fit commenced this month with a total of 45 participants. The November activities calendar and lunch menu was shared with the board. With the PA budget impasse ending and an approved budget as of 11/12/2025, it appears the impact will not be as great as we anticipated on our senior center although it may take the County some time to process partner provider checks for the month of October and November.

7. BOARD COMMENTS

None reported.

8. EXECUTIVE SESSION

None requested.



9. NEXT MEETING

The GEARS Board will meet on Tuesday, December 16 at 7 pm at the GEARS Community Center.

10. ADJOURNMENT

Chair Kroesen adjourned the meeting at 7:28 pm

Respectfully submitted,

David A. Wendel

Executive Director

Greater Elizabethtown Area Recreation & Community Services
Balance Sheet
November 30, 2025

ASSETS		
Current Assets		
Ckg - Truist ...3077	\$ 49,286.73	
MM - ENB ...5216	1,033,256.15	
Ckg - ENB ...7986	307,876.92	
Clearing - ENB ACH & CC	(606.11)	
Petty Cash	575.00	
MM - ENB DCNR grant ...0410	127,279.84	
Grant - ENB #5098077	25,380.19	
HRA - ENB #1398016	2,300.42	
CARES Grant - ENB ...5460	2,505.00	
ENB-Maintenance Fund #1282	45.79	
GEARS Reinvestment-ENB#7170	10.00	
Prepaid Expenses	2,747.28	
Total Current Assets		1,550,657.21
Property and Equipment		
Leasehold Improvements/Center	547,743.00	
A/D - Lshld Imprv - Center	(448,113.00)	
Leasehold Improvements/Rec	98,262.00	
A/D - Lshld Improv - Rec	(73,516.00)	
Equipment	79,377.00	
A/D - Equipment	(71,855.00)	
Furniture/Fixtures	53,962.00	
A/D - Furniture/Fixtures	(53,962.00)	
Leasehold Improve-Poplar	130,714.00	
A/D-Leashold Improve Poplar	(55,131.00)	
Construction in Process	66,000.00	
Total Property and Equipment		273,481.00
Total Assets	\$	1,824,138.21

Greater Elizabethtown Area Recreation & Community Services
Balance Sheet
November 30, 2025

LIABILITIES AND CAPITAL		
Liabilities		
Deferred Revenue	\$	33,083.52
Deferred Revenue - STARS		9,344.92
Deferred Revenue - Grants		13,000.00
Accounts Payable		(6,783.95)
Accrued payroll		22,106.15
Civic Plus - Gift Cards		90.00
		<hr/>
Total Liabilities		70,840.64
Capital		
Capital Reserve		21,871.66
Grant STARS		(7,632.76)
Grant Armstrong gym floor		0.00
Grant Office of Aging		(2,551.00)
GEARS Reinvestment Fund-Dish		(221,622.17)
Grant Nutrition		(4,515.39)
Grant Continuous Quality		(13,000.00)
Grant DCNR -2nd Fl Reno		125,000.00
Municipal Cntrib 2nd Fl Reno		75,000.00
General Fund		1,631,363.40
Net Income		149,383.83
		<hr/>
Total Capital		1,753,297.57
Total Liabilities & Capital	\$	1,824,138.21
		<hr/>

Greater Elizabethtown Area Recreation & Community Services
Income Statement - Summary
For the Eleven Months Ending November 30, 2025

	Budget	Month	Year to Date	Variance
Revenues				
Administration	408,205.00	4,325.27	431,472.36	23,267.36
Recreation	434,000.00	15,345.35	387,502.63	(46,497.37)
Child Care	1,022,000.00	71,810.47	964,033.78	(57,966.22)
Senior Center	119,900.00	3,617.71	97,007.97	(22,892.03)
Poplar Street Park	42,350.00	1,290.00	32,595.56	(9,754.44)
Community Center	50,343.00	0.00	55,093.00	4,750.00
Fundraisers	0.00	0.00	0.00	0.00
Total Revenues	2,076,798.00	96,388.80	1,967,705.30	(109,092.70)
Expenses				
Administration	427,740.00	40,319.07	369,846.76	57,893.24
Recreation	441,615.00	29,832.46	375,713.95	65,901.05
Child Care	898,500.00	59,374.12	824,881.93	73,618.07
Senior Center	163,650.00	11,956.71	138,514.44	25,135.56
Poplar Street Park	47,950.00	3,474.39	26,427.95	21,522.05
Community Center	97,343.00	6,653.53	82,936.44	14,406.56
Capital Improvement	0.00	0.00	0.00	0.00
Fundraisers	0.00	0.00	0.00	0.00
Total Expenses	2,076,798.00	151,610.28	1,818,321.47	258,476.53
Net Income	0.00	(55,221.48)	149,383.83	(149,383.83)

Income Summary - By Department

Administration	(19,535.00)	(35,993.80)	61,625.60	(81,160.60)
Recreation	(7,615.00)	(14,487.11)	11,788.68	(19,403.68)
Child Care	123,500.00	12,436.35	139,151.85	(15,651.85)
Senior Center	(43,750.00)	(8,339.00)	(41,506.47)	(2,243.53)
Poplar Street Park	(5,600.00)	(2,184.39)	6,167.61	(11,767.61)
Community Center	(47,000.00)	(6,653.53)	(27,843.44)	(19,156.56)
Capital Improveme	0.00	0.00	0.00	0.00
Fundraisers	0.00	0.00	0.00	0.00
Total Net	0.00	(55,221.48)	149,383.83	(149,383.83)

Greater Elizabethtown Area Recreation & Community Services

Income Statement

For the Eleven Months Ending November 30, 2025

		Budget	Month	Year to Date	Variance
Revenues					
Administration					
4000-00	Contribution/Municipal	365,705.00	0.00	373,205.02	7,500.02
4003-00	Donations	20,000.00	605.90	15,119.27	(4,880.73)
4005-00	Brochure Advertising	7,500.00	500.00	8,650.00	1,150.00
4008-00	Interest Income	15,000.00	3,219.37	34,498.07	19,498.07
	Total Administration	408,205.00	4,325.27	431,472.36	23,267.36
Recreation					
4010-01	Registration Fees/Student	125,000.00	10,340.93	117,460.40	(7,539.60)
4011-01	Registration Fees/Advertisin	110,000.00	930.00	97,964.18	(12,035.82)
4012-01	Summer Playground	34,000.00	0.00	40,819.71	6,819.71
4013-01	Summer Camp Fees	12,000.00	0.00	17,724.00	5,724.00
4014-01	Special Events	25,000.00	495.00	20,955.27	(4,044.73)
4015-01	Donations/Grants	80,000.00	2,250.00	51,397.22	(28,602.78)
4016-01	Bus Trips/Adult	30,000.00	981.00	32,941.99	2,941.99
4018-01	Credit Card transacti	18,000.00	348.42	8,239.86	(9,760.14)
	Total Recreation	434,000.00	15,345.35	387,502.63	(46,497.37)
Child Care					
4030-02	Summer Camp Fees	220,000.00	760.00	227,913.87	7,913.87
4031-02	Before/After School	440,000.00	42,818.12	436,079.67	(3,920.33)
4035-02	Preschool Fees	145,000.00	11,225.72	124,246.47	(20,753.53)
4036-02	Kindergarten Fees	180,000.00	10,225.08	134,485.15	(45,514.85)
4034-02	Fundraising	3,000.00	0.00	8,541.00	5,541.00
4037-02	EASD School Surcharge	15,000.00	761.55	13,177.62	(1,822.38)
4039-02	Activity Fee (Trips/E)	19,000.00	6,020.00	19,590.00	590.00
	Total Child Care	1,022,000.00	71,810.47	964,033.78	(57,966.22)
Senior Center					
4050-03	Daily Senior Donations	8,400.00	760.71	6,582.15	(1,817.85)
4051-03	Office of Aging	96,900.00	0.00	74,428.43	(22,471.57)
4052-03	Fundraising	12,000.00	2,732.00	13,323.75	1,323.75
4053-03	Donations	2,600.00	125.00	2,673.64	73.64
	Total Senior Center	119,900.00	3,617.71	97,007.97	(22,892.03)

Greater Elizabethtown Area Recreation & Community Services

Income Statement

For the Eleven Months Ending November 30, 2025

		Budget	Month	Year to Date	Variance
Poplar Street Park					
4080-06	Poplar St Park Fees	5,400.00	675.00	4,050.00	(1,350.00)
4081-06	Utilities Costs Reim	8,000.00	615.00	4,345.56	(3,654.44)
4083-06	Municipal Contributi	<u>28,950.00</u>	<u>0.00</u>	<u>24,200.00</u>	<u>(4,750.00)</u>
	Total Poplar Street	42,350.00	1,290.00	32,595.56	(9,754.44)
Community Center					
4090-07	Municipal Contributi	<u>50,343.00</u>	<u>0.00</u>	<u>55,093.00</u>	<u>4,750.00</u>
	Total Poplar Street	50,343.00	0.00	55,093.00	4,750.00
Fundraisers					
	Total Fundraisers	0.00	0.00	0.00	0.00
	Total Revenues	<u>2,076,798.00</u>	<u>96,388.80</u>	<u>1,967,705.30</u>	<u>(109,092.70)</u>

Greater Elizabethtown Area Recreation & Community Services
Income Statement
For the Eleven Months Ending November 30, 2025

		Budget	Month	Year to Date	Variance
Expenses					
Administration					
6000-00	Administration	174,940.00	13,486.48	166,674.46	8,265.54
6001-00	FT Admin Assistant	41,100.00	3,161.54	37,895.94	3,204.06
6002-00	Part-Time Facility St	21,600.00	1,456.52	16,628.59	4,971.41
6003-00	Accounting Compen	26,000.00	9,344.50	29,345.77	(3,345.77)
6005-00	Benefits	39,000.00	3,154.35	33,066.18	5,933.82
6006-00	Payroll Taxes/Admin	20,600.00	1,404.16	17,728.41	2,871.59
6007-00	Insurance	60,000.00	0.00	56,314.52	3,685.48
6008-00	Professional Services	11,000.00	0.00	3,100.00	7,900.00
6009-00	Staff Development	15,000.00	1,824.74	7,998.89	7,001.11
6011-00	Transportation	6,000.00	483.70	3,937.66	2,062.34
6012-00	Postage	10,000.00	390.00	10,344.86	(344.86)
6013-00	Printing	11,500.00	0.00	9,629.34	1,870.66
6015-00	Office Supplies	8,500.00	983.76	7,667.03	832.97
6016-00	Maintenance Service	10,000.00	877.62	9,680.21	319.79
6017-00	Computer Services/S	10,000.00	332.15	7,942.59	2,057.41
6018-00	Dues & Subscription	4,500.00	0.00	3,575.49	924.51
6019-00	Credit Card Transact	1,000.00	45.89	796.81	203.19
6021-00	Legal Fees	5,000.00	0.00	264.00	4,736.00
6022-00	Advertising/Marketi	3,000.00	0.00	1,891.39	1,108.61
6023-00	Telephone	10,000.00	921.37	9,567.47	432.53
6024-00	Office Equipment Le	10,500.00	881.32	9,577.64	922.36
6025-00	Office Equip Repairs	6,500.00	1,546.02	5,391.16	1,108.84
6026-00	Licenses & Fees	2,000.00	24.95	828.35	1,171.65
6090-00	Contribution from D	(80,000.00)	0.00	(80,000.00)	0.00
Total Administration		427,740.00	40,319.07	369,846.76	57,893.24
Recreation					
6100-01	Recreation Dir/Prog	113,000.00	8,669.24	103,904.35	9,095.65
6101-01	Benefits	12,000.00	903.78	9,806.00	2,194.00
6102-01	Payroll Taxes/Recrea	20,000.00	1,136.11	17,499.16	2,500.84
6103-01	Summer Playground	43,000.00	0.00	44,771.77	(1,771.77)
6104-01	Adult Programs	45,000.00	3,051.00	42,884.64	2,115.36
6105-01	Youth Programs	60,000.00	4,234.45	49,393.01	10,606.99
6106-01	Summer Camp Progr	12,000.00	0.00	8,461.15	3,538.85
6112-01	Adult & Youth: Facil	34,000.00	6,150.00	22,405.00	11,595.00
6113-01	Bus Trips/Adult	25,000.00	3,204.00	21,952.40	3,047.60
6114-01	Special Events/Adult	20,000.00	1,982.83	11,174.25	8,825.75
6116-01	Contribution to Adm	30,000.00	0.00	30,000.00	0.00
6117-01	CivicRec Annual Fee	6,615.00	0.00	6,615.01	(0.01)
6118-01	Credit Card Transact	18,000.00	501.05	6,847.21	11,152.79
6119-01	Overtime	3,000.00	0.00	0.00	3,000.00
Total Recreation		441,615.00	29,832.46	375,713.95	65,901.05

Greater Elizabethtown Area Recreation & Community Services
Income Statement
For the Eleven Months Ending November 30, 2025

		Budget	Month	Year to Date	Variance
Child Care					
6120-02	Kindergarten Staff	80,000.00	6,443.48	74,855.55	5,144.45
6121-02	Kindergarten Supplie	4,000.00	98.16	818.10	3,181.90
6122-02	Kindergarten Food S	4,000.00	210.99	3,588.67	411.33
6124-02	Kindergarten Transp	32,000.00	3,780.00	27,705.00	4,295.00
6125-02	Online Pymt fees/Sof	4,000.00	0.00	3,960.00	40.00
6130-02	Director/Asst Direct	113,000.00	8,657.08	103,760.59	9,239.41
6132-02	Summer Staff Wages	130,000.00	0.00	132,762.19	(2,762.19)
6133-02	Before/After School	230,000.00	22,853.63	201,700.58	28,299.42
6134-02	Benefits	48,000.00	4,180.89	43,938.77	4,061.23
6135-02	Payroll Taxes/Child	55,000.00	3,713.44	50,953.00	4,047.00
6136-02	Summer Supplies	4,000.00	0.00	5,902.83	(1,902.83)
6137-02	Summer Food Suppl	5,000.00	0.00	4,672.97	327.03
6138-02	Before/After Supplie	4,000.00	439.03	3,008.41	991.59
6139-02	Before/After Food S	8,000.00	1,068.60	5,726.41	2,273.59
6140-02	Summer/BA Field Tr	19,000.00	0.00	21,957.12	(2,957.12)
6141-02	Education	3,500.00	0.00	1,545.24	1,954.76
6142-02	Fundraising	3,000.00	0.00	5,732.00	(2,732.00)
6145-02	School Surcharge	15,000.00	0.00	11,163.12	3,836.88
6146-02	Preschool Staff Wag	80,000.00	7,585.97	63,327.67	16,672.33
6147-02	Preschool Supplies	4,000.00	33.17	2,380.69	1,619.31
6148-02	Preschool Food Supp	3,000.00	130.37	3,524.50	(524.50)
6149-02	Contribution to Adm	50,000.00	0.00	50,000.00	0.00
6150-02	Overtime	0.00	179.31	1,898.52	(1,898.52)
Total Child Care		898,500.00	59,374.12	824,881.93	73,618.07
Senior Center					
6150-03	Director Compensat	82,000.00	6,355.80	76,138.61	5,861.39
6151-03	Part-Time Personnel	26,000.00	1,198.95	16,926.52	9,073.48
6152-03	Benefits	8,500.00	1,213.16	12,794.91	(4,294.91)
6153-03	Payroll Taxes/Senior	8,300.00	581.30	7,751.31	548.69
6154-03	Program Supplies	23,250.00	1,677.90	16,348.19	6,901.81
6155-03	Entertainment	5,800.00	0.00	949.24	4,850.76
6156-03	Fundraising Supplies	5,800.00	929.60	6,365.23	(565.23)
6157-03	Bus Trips	1,000.00	0.00	1,240.43	(240.43)
6158-03	Overtime	3,000.00	0.00	0.00	3,000.00
Total Senior Center		163,650.00	11,956.71	138,514.44	25,135.56

Greater Elizabethtown Area Recreation & Community Services

Income Statement

For the Eleven Months Ending November 30, 2025

		Budget	Month	Year to Date	Variance
Poplar Street Park					
6180-06	Utilities	12,000.00	654.84	6,405.84	5,594.16
6181-06	Maintenance	28,950.00	1,864.55	18,445.05	10,504.95
6182-06	Improvements	7,000.00	955.00	1,577.06	5,422.94
	Total Poplar Street	47,950.00	3,474.39	26,427.95	21,522.05
Community Center					
6210-07	Comm Center - Utilit	42,000.00	3,335.87	39,448.33	2,551.67
6211-07	Comm Center - Main	50,343.00	3,317.66	37,811.17	12,531.83
6212-07	Comm Center - Impr	5,000.00	0.00	5,676.94	(676.94)
	Total Community C	97,343.00	6,653.53	82,936.44	14,406.56
Fundraisers					
	Total Fundraisers	0.00	0.00	0.00	0.00
Capital Improvements					
	Total Capital Impr	0.00	0.00	0.00	0.00
	Total Expenses	2,076,798.00	151,610.28	1,818,321.47	258,476.53
	Net Income	0.00	(55,221.48)	149,383.83	(149,383.83)



MILANOF-SCHOCK LIBRARY

1184 Anderson Ferry Road, Mount Joy, PA 17552

Tel: 717.653.1510 Fax: 717.653.4030

www.mslibrary.org

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

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

December 2025 - Compiled by Joseph Mcilhenney, Executive Director

Contributors: Susan Craine, Laura Bear, Jazmynn Whitney & Kirstin Rhoads

November 1-30, 2025 Statistics	2025	2024	2023	2022	2021
TOTAL CIRCULATION	12,854	12,871	14,424	13,812	12,428
YTD CIRCULATION	154,789	164,373	166,877	166,014	160,428
OVERDRIVE & E-formats	1,617	1,250	1,348	1,299	1,264
NEW PATRONS	54	76	62	63	64
YTD NEW PATRONS	906	914	956	826	660
PATRON COUNT	5,392	6,324	5,841	5,702	4,548
YTD PATRON COUNT	62,948	64,652	65,372	58,942	46,705
PASSPORTS	108	108	83	69	38
YTD PASSPORTS	1,616	1,158	1,442	941	774
WIFI USERS	266	508	486	314	313
PC USERS	176	220	292	215	247

Hoopla!	Nov'25	Oct'25	Sept'25	Aug'25	Jul'25	Jun'25	May'25
Number of Hoopla items used	390	324	364	334	371	431	543

Executive Summary

- MSL celebrated Jan Betty's years of service and dedicated a tree on the property Nov 13
- MSL notified by Dept. State regarding Passport Acceptance Facility Nov 18
- Library closed early on Wed, Nov 26 and was closed for Thanksgiving Nov 27



PROGRAMMING & CLUBS

ADULT Programs	Programs	Participants	Programs YTD	Participants YTD
In-Library Programs	4	59	30	488
Club Meetings/Participants	9	88	79	628
YOUTH Programs	Programs	Participants	Programs YTD	Participants YTD
In-Library Programs	17	350	237	5,656
Off-Site Programs	3	339	55	3,366
Volunteer	Month Total	2024 YTD Totals		
Volunteer Hours	86.5	716.25		

Joseph

- Worked with polling volunteers to help things go smoothly, Nov 4
- Attended **Friends Group Meeting**, Nov 10
- Attended **Mount Joy Chamber of Commerce**, Nov 1
- MSL notified by Dept. State making it clear that Acceptance Facilities with 501 (c) (3) non-profit status will be, "removed from the Passport Acceptance Facility Program." Spend days reaching out to representatives and other libraries Nov 18
- Met with **MSL Children's folks** to plan for 2026, Nov 19
- Attended **LSC Board meeting**, Nov 19
- Met with LSLC member Passport Acceptance Facilities libraries Nov 25
- Met with the **Lancaster County Office of Aging**, Nov 25

Milanof-Schock Public Library

November 29 at 5:30 PM

IMPORTANT ANNOUNCEMENT

The US Department of State has notified MSL of plans to remove 501(c)(3) non-profit public libraries from the Passport Acceptance Facility Program. This means MSL's ability to provide Passport Services will be revoked. There is no telling what will happen next or how fast.

MSL has been a Passport Facility for more than 20 years. As of Nov 1st, 1,508 people have used MSL as their Passport Facility this year.

Losing this designation would have a significant financial impact on MSL's ability to maintain current operations. Executive Library Director, Joseph MOLHENNEY, has sent an urgent message to Senator Dave McCormick, Senator John Fetterman and Governor Josh Shapiro asking for help, guidance, and/or next steps available to MSL as a longstanding community passport facility. Senator Fetterman's office has already referred this to an advocate.

Passport services allow MSL to provide a friendly, helpful service to our community while earning operating funds. This change will mean a 20% loss to MSL's 2026 operating budget.

What You Can Do Right Now -- If you need a passport make an appointment now while MSL is still able to offer this service. Appointments are likely to be filling up quickly.

If you have had a positive Passport Service experience at MSL, and feel this service should continue, send an urgent message to Senator Dave McCormick, Senator John Fetterman and Governor Josh Shapiro letting them know.



Community/Service Point (Susan)

- Purchased items processed by Susan = 65
- Purchased items processed by Rachel = 35

Youth Services (Laura)

- New program offerings from our Children's department:**
 - Miss Katelyn ran a program for **"World Kindness Day"** **11/13**. Families were invited to create a note or drawing that could be given to someone to brighten up their day.
 - Miss Alyssa and Miss Katelyn got together for **"Life Sized Clue"** game **11/14**. Families worked together throughout the library to find clue cards and solve the mystery of "Whodunnit"!
 - Miss Alyssa ran a program **"Tea and Teddies"** inviting families to bring their favorite stuffed animals in on a Saturday afternoon for drinks, treats and stories.
- Key Club put in some volunteer hours 11/22.** They scrubbed and disinfected all of the tables and chairs in the program room and cleaned the library sign out front and then they put up the sign for the week.
- Brenda Keller (head of the Janus School) came for a special story time on 11/18. The program is called **"Curious Minds Story Time."**
- Miss Jan continues to support us with Off-site programs! She read to 239 kindergarteners, attended Literacy Night and a Book Sale at DPS.
- Fall Reading Challenge.** 422 papers were given out and 219 were returned (51% return rate). Children were able to take a second reading challenge page after their first was handed in. They received a raffle ticket to place in the prize bag of their choice.

Public Relations/Promotions (Kirstin)

- **CONSTANT CONTACT:**
 - December Enews: sent to 4,064 contacts; 1,855 opens (46%), 41 clicks (1%)
- **SOCIAL MEDIA:**
 - Facebook – Total Page Followers 3,217 (30 new); 86.2K views; 18.1K reached
 - 39 posts; 53 Stories. Top Posts: Passport Announcement 10.6K views, 171 interactions; Miss Jan's Caricature 7.8K views, 218 interactions; Miss Jan's Tree 7.8K views, 172 interactions
 - Instagram – 1,413 followers (6 new); 23.4K views; 1.3K reach; 360 content interactions; 324 profile visits. 40 posts; 94 Stories. Top Content: Miss Jan's Tree 591 views, 33 interactions; This Week at the Library (Nov 2) 536 views, 6 interactions; Key Club Volunteering 510 views, 16 interactions
 - Post at least once a day on both platforms.
 - 1 Press Release - Distributed via news media, municipalities, and Chamber of Commerce.
- **WEBSITE**
 - 4,407 total sessions. Highest views: 307 sessions of Passports; 101 visits to Children & Family; 53 Adult Page; 40 Volunteer Page
- **GOOGLE**
 - 831 website clicks Business Profile. 1,346 Business Profile Interactions. 175 calls were made from our Business Profile.
- **FOOD TRUCKS**
 - W Donuts came back this month after all!
 - Already booked Traveling J's for June.
- **BOOK SALES - \$2,403.94**
 - Lobby Books: Earned \$640.20
 - Pango Books: Listed 11, sold 4 books = \$46
 - eBay Books: Listed 28, sold 39 = \$990.50
- **MISC**
 - Put together a Coffee Fundraiser for holidays.
 - Created coloring bookmarks for Jan to take to kindergarten story time
 - Emptied book donation shed 4 days/week.
 - Gathered books for sale in lobby and restocked weekly, sometimes daily depending on "sales".
 - Change the sign by the road weekly.
 - Updated December print calendar and calendar for Lobby/kids area.
 - Printed and updated event coloring bookmarks.
 - Cleaned out old office of all books and organized supply in "Board Room"



Volunteers/Programming/Fundraising (Jazmynn)

- **ExtraGive**
 - Raised \$12,056.27 in total
- **#GivingTuesday 2025**
 - Informational page and donation portal set up on website
- **Annual Appeal 2026**
 - Target date for sending letters is February 14th, 2026
- **Volunteers**
 - Total hours in November: 76.5 hours
 - Onboarded one new volunteer
- **Anne's Circle**

- Looks like Panorama worked out its issues; 3 people continue to donate with one new additional donor
- **Programs (4 programs; 59 total attendees)**
 - Jigsaw Puzzle Showdown, 20 attendees
 - Visit With a Pilgrim James Buckner, Mayflower descendant, 13 attendees
 - Adult Book Bingo, Led by Friends group, 4 attendees
 - Make-It Monday: Paper Quilling, Katelyn Schwab helped lead this MIM, 22 attendee
- **Clubs**
 - 9 clubs met in October, with total attendance of 88.
- **Ongoing**
 - Continuing to schedule programs into 2026; 8 on the calendar so far
 - Closed Fairy Garden (much to children's dismay, will wait until Dec. 1st next year)
 - Attended Friends meeting on November 10th
 - Attended Board Meeting on Nov. 20th
 - Began emailing Donegal Art Teachers in prep for Donegal Student Art Show in January
 - Made new Legacy Brick promotional poster to hopefully gain more attention
 - Entered all donations from ExtraGive into Giftworks

Mastersonville Fire Co

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Revenue				
Direct Public Support				
Contributions	64,520.47	40,000.00	-24,520.47	-61.30 %
Total Direct Public Support	64,520.47	40,000.00	-24,520.47	-61.30 %
Government Grants				
State Grants	14,385.41	20,000.00	5,614.59	28.07 %
Total Government Grants	14,385.41	20,000.00	5,614.59	28.07 %
Investments				
Interest-Savings, Short-term CD	10,706.75	1,500.00	-9,206.75	-613.78 %
Total Investments	10,706.75	1,500.00	-9,206.75	-613.78 %
Other Types of Income				
County of Lancaster	640.00	160.00	-480.00	-300.00 %
Miscellaneous Revenue	240.00	1,500.00	1,260.00	84.00 %
Mount Joy Township	36,000.00	36,000.00	0.00	0.00 %
Capital Fund	135,000.00		-135,000.00	
Total Mount Joy Township	171,000.00	36,000.00	-135,000.00	-375.00 %
PA Turnpike	1,800.00		-1,800.00	
Rapho Township				
Capital Fund Building	55,000.00	55,000.00	0.00	0.00 %
Operations	139,989.36	139,989.36	0.00	0.00 %
Total Rapho Township	194,989.36	194,989.36	0.00	0.00 %
Reimbursement	7,980.46		-7,980.46	
Total Other Types of Income	376,649.82	232,649.36	-144,000.46	-61.90 %
Program Income				
Membership Dues	316.00	250.00	-66.00	-26.40 %
Total Program Income	316.00	250.00	-66.00	-26.40 %
Relief Reimbursement	191.47		-191.47	
Special Events Income				
Breakfast	9,858.40	7,500.00	-2,358.40	-31.45 %
Chicken Bar-b-que	12,537.55	13,000.00	462.45	3.56 %
Community Events	504.00		-504.00	
Pig Roast	24,047.45	12,000.00	-12,047.45	-100.40 %
Reflective Signs	345.00	250.00	-95.00	-38.00 %
T Shirts	1,010.09	500.00	-510.09	-102.02 %
Total Special Events Income	48,302.49	33,250.00	-15,052.49	-45.27 %
Transfer	75,031.71		-75,031.71	
Total Revenue	\$590,104.12	\$327,649.36	\$ -262,454.76	-80.10 %
GROSS PROFIT	\$590,104.12	\$327,649.36	\$ -262,454.76	-80.10 %
Expenditures				
Administrative				
Advertising Expenses	3,539.50	1,500.00	-2,039.50	-135.97 %

Mastersonville Fire Co

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January - December 2025

		TOTAL		
	ACTUAL	BUDGET	REMAINING	% REMAINING
Bank Fees	1.20	1,000.00	998.80	99.88 %
Fundraiser Expense				
Breakfast	2,418.70	2,000.00	-418.70	-20.94 %
Chicken BBQ	5,239.79	8,000.00	2,760.21	34.50 %
Community Events	614.14	1,000.00	385.86	38.59 %
Pig Roast	3,975.87	3,500.00	-475.87	-13.60 %
Reflective Sign expense		500.00	500.00	100.00 %
T-shirts/Sweatshirts	3,029.00	2,000.00	-1,029.00	-51.45 %
Total Fundraiser Expense	15,277.50	17,000.00	1,722.50	10.13 %
Insurances	20,048.00	20,000.00	-48.00	-0.24 %
Memberships and Dues	80.00	100.00	20.00	20.00 %
Office Supplies	1,537.74	3,000.00	1,462.26	48.74 %
Postage, Mailing Service	3,546.00	4,500.00	954.00	21.20 %
Professional Fees		1,000.00	1,000.00	100.00 %
Accounting Fees	6,337.00	2,500.00	-3,837.00	-153.48 %
Legal		2,500.00	2,500.00	100.00 %
Total Professional Fees	6,337.00	6,000.00	-337.00	-5.62 %
Technology		600.00	600.00	100.00 %
Technology-IT	5,611.04	10,000.00	4,388.96	43.89 %
Web Site	1,312.98	3,000.00	1,687.02	56.23 %
Total Technology-IT	6,924.02	13,000.00	6,075.98	46.74 %
Total Administrative	57,290.96	66,700.00	9,409.04	14.11 %
Capital Expenses				
State Grants - spent	32,715.46	20,000.00	-12,715.46	-63.58 %
Total Capital Expenses	32,715.46	20,000.00	-12,715.46	-63.58 %
Chaplain	844.55	1,500.00	655.45	43.70 %
Criminal Record and Fingerprint	22.95	250.00	227.05	90.82 %
Facilities				
Bldg Maintainance	43,589.35	45,000.00	1,410.65	3.13 %
Janitor	4,810.00	4,400.00	-410.00	-9.32 %
Janitorial Supplies	497.18	1,000.00	502.82	50.28 %
Kitchen Supplies	304.08	1,000.00	695.92	69.59 %
Licenses & Permits	174.30	300.00	125.70	41.90 %
Utilities				
Electric	5,946.05	8,000.00	2,053.95	25.67 %
Propane	4,245.27	6,000.00	1,754.73	29.25 %
Trash Removal	1,612.80	1,800.00	187.20	10.40 %
Utilities/Internet/Phone	4,115.16	5,000.00	884.84	17.70 %
Total Utilities	15,919.28	20,800.00	4,880.72	23.47 %
Total Facilities	65,294.19	72,500.00	7,205.81	9.94 %
Facilities and Equipment				
Install Radio	1,575.76		-1,575.76	

Mastersonville Fire Co

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January - December 2025

	ACTUAL	BUDGET	TOTAL	% REMAINING
Total Facilities and Equipment	1,575.76		-1,575.76	
Operations				
Apparatus Maintenance	7,360.87	4,500.00	-2,860.87	-63.57 %
Equipment & Tool Repairs	8.29	500.00	491.71	98.34 %
Equipment / Radio's	29,755.97	20,000.00	-9,755.97	-48.78 %
Fuel	9,862.65	11,000.00	1,137.35	10.34 %
Medical/1st Aid Supplies	3,382.03	3,500.00	117.97	3.37 %
Repairs				
Duty Vehicle		1,500.00	1,500.00	100.00 %
Engine 1	6,306.59	6,000.00	-306.59	-5.11 %
Fire Chief Vehicle	746.21	500.00	-246.21	-49.24 %
QRS		500.00	500.00	100.00 %
Squad's 1-2		2,000.00	2,000.00	100.00 %
TAC 27	2,440.00	4,000.00	1,560.00	39.00 %
Tanker		10,000.00	10,000.00	100.00 %
Total Repairs	9,492.80	24,500.00	15,007.20	61.25 %
Total Operations	59,862.61	64,000.00	4,137.39	6.46 %
Other Types of Expenses				
Building Committee				
New Building				
KSB-Loan	83,015.16	83,016.00	0.84	0.00 %
PHEMA-Loan	24,282.36	24,283.00	0.64	0.00 %
Total New Building	107,297.52	107,299.00	1.48	0.00 %
Total Building Committee	107,297.52	107,299.00	1.48	0.00 %
Total Other Types of Expenses	107,297.52	107,299.00	1.48	0.00 %
Recruitment & Retention	9,990.02	10,000.00	9.98	0.10 %
Banquet - Awards	9,139.10	10,000.00	860.90	8.61 %
Total Recruitment & Retention	19,129.12	20,000.00	870.88	4.35 %
Relief Purchase	303.39		-303.39	
Rental Income - Fire Hall		600.00	600.00	100.00 %
Travel and Meetings				
Conference, Convention, Meeting		100.00	100.00	100.00 %
General Meeting	744.65	1,500.00	755.35	50.36 %
Refreshments	1,927.01	2,000.00	72.99	3.65 %
Total General Meeting	2,671.66	3,500.00	828.34	23.67 %
Travel	19.64		-19.64	
Total Travel and Meetings	2,691.30	3,600.00	908.70	25.24 %
Uncategorized Expenses	92.67		-92.67	
Total Expenditures	\$347,120.48	\$356,449.00	\$9,328.52	2.62 %
NET OPERATING REVENUE	\$242,983.64	\$ -28,799.64	\$ -271,783.28	943.70 %
Other Expenditures				

Mastersonville Fire Co

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L
 January - December 2025

		TOTAL		
	ACTUAL	BUDGET	REMAINING	% REMAINING
Capital Purchases				
Grant Capital Purchase - Equip	75,031.71		-75,031.71	
Grant Capital Purchase- Vehicle	200,000.00		-200,000.00	
Total Capital Purchases	275,031.71		-275,031.71	
Reconciliation Discrepancies-1	711.68		-711.68	
Total Other Expenditures	\$275,743.39	\$0.00	\$ -275,743.39	0.00%
NET OTHER REVENUE	\$ -275,743.39	\$0.00	\$275,743.39	0.00%
NET REVENUE	\$ -32,759.75	\$ -28,799.64	\$3,960.11	-13.75 %



MOUNT JOY TOWNSHIP

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8853 Elizabethtown Road, Elizabethtown, PA 17022

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www.mtjoytwp.org

Minutes of the Regular Meeting of the Mount Joy Township Park & Recreation Board Held on October 14, 2025

1. Karen L. Boyer, Chairperson, called the meeting to order at 7:00 P.M. in the Mount Joy Township Fairview Municipal Building at 8853 Elizabethtown Road, Elizabethtown, PA 17022.
2. Roll call: Present – Karen L. Boyer, Donald Bush, William Duncan, John L. Felix, Jr., - Absent - Adam Reed.

Others in attendance – Patricia J. Bailey, Township Secretary.

3. Public Comment: None
4. Approval and ratification of the minutes of the September 9, 2025 meeting:

A motion was made by John L. Felix, Jr., and seconded by Donald Bush to approve the minutes of September 9, 2025 as written. All members present voted in favor of the motion.

5. 2026 Meeting Schedule

A motion was made by Donald Bush and seconded by John L. Felix, Jr., to approve the 2026 Meeting Schedule as presented. All members present voted in favor of the motion.

6. Develop list of all Eagle Scout Projects at each park.

Ms. Boyer began the process of developing a list of the Eagle Scout Projects that have been completed at each park. Mr. Felix expressed his concern with the one project at Cove Outlook Park that was removed. The horseshoe pits that were installed in the lower section of the park were removed several years ago. Mr. Felix feels that before any project is removed or changed, it should come before the Park & Recreation Board for approval. A sign should be posted at each park identifying the various projects that have been completed. The Board would like to develop a list of potential projects they would like to see at each park. Ms. Boyer informed the Board that Brendan Heisey, who installed 4 benches at Old Trolley Line Park passed away several weeks ago. All projects should have plaques stating it is an Eagle Scout Project, the Scouts name and year. It should be part of the project but should all be done in the same way.

Mr. Felix will check the message center boards. The postings now get wet. He feels there should be some maintenance done on them as they are in some disrepair.

7. Updates on Parks:

- a. Wolgemuth Park – swing replacement: The manufacturer no longer makes the type of swing that is currently there. The Board of Supervisors will approve the proposal for a new swing at their next meeting.
- b. Cove Outlook Park – Path to new pavilion: Rholan Paving has come in with the lowest bid. The Board of Supervisors will approve the proposal for the path at their next meeting.
- c. Old Trolley Line Park - camera installation: The Township has completed their work so we are waiting on 3T Security to complete the camera installation.

d. Addresses at Parks: Ms. Bailey was able to provide a sample of what the signs would look like. Mr. Felix would like to see one at each entrance – 1 at Wolgemuth Park, 4 at Old Market Street (including 1 along Range Road), and 2 at Beverly Road.

8. Correspondence:

9. Other Business:

2360 Sheaffer Road LLC will be back before the Board of Supervisors at their next meeting, October 20, 2025 asking them to accept the Petition to rezone and forward the Petition onto the Township and County Planning Commissions for review and comment. They would like to ask the Supervisors not to rezone the property at this time. The Park & Recreation Board had previously talked about putting the property on the Official Map for a proposed park, 9-10 acres were discussed. The Plan was last showing between 6-7 acres. There was a lengthy discussion on how to proceed on getting the parkland on the Raffensperger property and how much land is needed.

10. The next meeting of the Park and Recreation Board is scheduled to be held on **November 11, 2025 at 7:00 P.M.**

11. A motion was made by William Duncan and seconded by John L. Felix, Jr., to adjourn the meeting at 8:46 P.M. All members present voted in favor of the motion.

Respectfully Submitted,



Patricia J. Bailey, Secretary



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Minutes of a Regular Meeting of the Mount Joy Township Planning Commission Held on December 22, 2025

1. Chairman Delmar Oberholtzer called the meeting to order at 7:00 p.m. in the Mount Joy Township Municipal Building located at 8853 Elizabethtown Road, Elizabethtown, PA 17022.
2. Pledge of Allegiance
3. Roll call of the Planning Commission Members:

Kevin Baker — Present
Rodney Boll — Present
Gerald Cole — Present
Michael McKinne — Present

Arlen Mummau — Present
Delmar Oberholtzer — Present
Bill Weik, Jr. — Present

Other Township Representatives Present: Joshua Brengel, Lancaster Civil Engineering Co. (Township Engineer); Justin Evans, Assistant Zoning Officer

4. Public Comment:

Mr. Oberholtzer announced that two items were removed from the agenda by the applicants. Item 6d: Minor Subdivision Plan – Ironwood Real Estate, LLC (#25-16-MSDP) and item 7a: Proposed Rezoning of 2360 Sheaffer Road from (R) Rural District to (R-1) Low-Density Residential District.

Joshua Deering from the Mount Joy Borough Planning Commission returned to request support for Mount Joy Township's participation in the Donegal Area Comprehensive Plan. Around 3,500 township residents live in the Donegal School District, so joining this planning effort will help improve their connection to resources in the Mount Joy area. Mr. Evans explained that the township's participation in the Elizabethtown Area plan was a framework update of the previous iteration with the help of County Planning Commission staff. Mr. Baker noted the Supervisors' biggest reservation at their last meeting was the \$4,000 contribution. Mr. Deering noted this cost will cover the planning consultant, Rettew Associates, who will hold multiple public meetings and workshops.

Ed and Cindi Hughes announced they were in attendance as a landowner involved in agenda item #8a.

5. Consent Calendar:

- a. Approve and ratify the minutes of the October 27, 2025 meeting
- b. Acknowledge the additional time granted in which to take action on the Final Subdivision & Land Development Plan for 1376 Campus Road – Phase 4 (#25-06-FLDP); new deadline is March 24, 2026
- c. Allow the Assistant Zoning Officer to execute Section D of the Request for Planning Waiver & Non-Building Declaration pertaining to the Minor Subdivision Plan for 1501 Mill Road (25-14-MSDP)
- d. Sign the Preliminary/Final Land Development Plan for Repler Investments LP (23-05-FLDP)

shall be in a form acceptable to the Township Solicitor. The amount of said financial security shall be in the amount consistent with the construction cost opinion approved by the Township Engineer.

8. Applicant shall apply for and obtain all necessary permits prior to commencing any construction activities.
9. Applicant shall reimburse the Township for all reasonable engineering and legal fees incurred in the review of plans under the Subdivision and Land Development Ordinance, Storm Water Management Ordinance, and other governing ordinances; review or preparation of documentation required in connection with the development; review and approval of financial security and other documentation; inspection of improvements; and for other costs as set forth in these Conditions within 30 days after receipt of an invoice for such fees. If Applicant fails to pay such costs within 30 days after the date of a written invoice for such costs, Applicant shall be in violation of this Condition.

All members present voted in favor of the motion.

b. Preliminary/Final Land Development Plan for Adam Brandt Ag Operation (#25-13-MLDP): Proposal to construct two 28,560-sf. poultry barns, manure storage, and other associated improvements on an 88.95-acre tract located at 7573 Elizabethtown Road. The property is in the (A) Agricultural District and is served by on-lot water and sewer facilities.

Discussion...

A motion was made by Bill Weik and seconded by Gerald Cole to grant approval of waivers for §119-31.A(1) – plan scale, §119-52.J(3)(a), §119-53.B(2), & §119-53.C – improvement of existing streets, and §113-37.C(1)(D)(3) – swale slope. Mr Boll asked if a fee in lieu of the required street improvements should be assessed like other recent examples. A resident should not be penalized for living on a township road versus a PennDOT road. Some discussion took place before a vote on the motion. All members present voted in favor of the motion.

Proposed condition #5 was removed since it no longer applied due to the granted waivers. A motion was made by Gerald Cole and seconded by Bill Weik to grant approval of the Preliminary/Final Land Development Plan for Adam Brandt Ag Operation (the “Plan”) prepared by Nye Consulting Services, Inc., Drawing No. (not provided), dated December 18, 2024, 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 December 16, 2025.
2. To the extent not otherwise provided in these conditions, Applicant shall address the comments of the Township Solicitor’s review letter dated August 13, 2025.
3. Applicant shall provide written notification from the holder of the agricultural preservation easement that the proposed project is consistent with the terms of the easement.
4. Applicant shall submit a fully executed Storm Water Management Agreement and Declaration of Easement, which shall be acceptable to the Township Solicitor and in recordable form. The Agreement, fully executed, shall be submitted and approved prior to the release of the final plan for recording.
5. Applicant shall submit a copy of the required Highway Occupancy Permit as issued by the Pennsylvania Department of Transportation prior to the release of the final plan for recording.
6. Applicant shall submit a fully executed Land Development Agreement, which shall be acceptable to the Township Solicitor. Said Agreement shall be submitted and approved prior to the release of the final plan for recording.

7. Applicant shall submit financial security to guarantee the proper installation of all improvements associated with this land development project prior to the release of the final plan for recording and shall be in a form acceptable to the Township Solicitor. The amount of said financial security shall be in the amount consistent with the construction cost opinion approved by the Township Engineer.
8. Applicant shall apply for and obtain all necessary permits prior to commencing any construction activities.
9. 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.

c. Minor Subdivision Plan For 1501 Mill Road (#25-14-MSDP): Proposal to subdivide a 4.28-acre tract into two lots; one containing an existing single-family dwelling and the other containing 6 mobile home units. The property is located in the (R) Rural District and is served by public sewer and private water supply system.

Discussion...

A motion was made by Kevin Baker and seconded by Gerald Cole to grant approval of the Minor Subdivision Plan for 1501 Mill Road for Bailey Family Limited Partnership (the "Plan") prepared by Landworks Civil Design, LLC, Drawing No. 25-0227-001, dated August 29, 2025, 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 December 12, 2025.
2. To the extent not otherwise provided in these conditions, Applicant shall address the comments of the Township Solicitor's review letter dated September 13, 2025.
3. Applicant shall address and comply with all conditions contained in the Mount Joy Township Zoning Hearing Board (MJTZHB) decision for Case #250017 dated November 11, 2025.
4. Applicant shall dedicate additional right-of-way along Mill Road as shown on the Plan in a form acceptable to the Township Solicitor and in recordable form. The fully-executed document and legal description shall be submitted and approved prior to the release of the final plan for recording.
5. Applicant shall submit a fully executed Deferred Road Improvement Agreement, which shall be acceptable to the Township Solicitor and in recordable form. The Agreement shall include, but not necessarily limited to, provisions for the widening of Mill Road. The Agreement, fully executed, shall be submitted and approved prior to the release of the final plan for recording.
6. If the required concrete monuments and/or lot markers are not set prior to release of the final plan for recording, applicant shall submit a fully executed Land Development Agreement, which shall be acceptable to the Township Solicitor. Said Agreement shall be submitted and approved prior to the release of the final plan for recording.
7. If the required concrete monuments and/or lot markers are not set prior to release of the final plan for recording, applicant shall submit financial security to guarantee the proper installation of all

improvements associated with this land development project prior to the release of the final plan for recording and shall be in a form acceptable to the Township Solicitor. The amount of said financial security shall be in the amount consistent with the construction cost opinion approved by the Township Engineer.

8. Applicant shall reimburse the Township for all reasonable engineering and legal fees incurred in the review of plans under the Subdivision and Land Development Ordinance, Storm Water Management Ordinance, and other governing ordinances; review or preparation of documentation required in connection with the development; review and approval of financial security and other documentation; inspection of improvements; and for other costs as set forth in these Conditions within 30 days after receipt of an invoice for such fees. If Applicant fails to pay such costs within 30 days after the date of a written invoice for such costs, Applicant shall be in violation of this Condition.

All members present voted in favor of the motion.

- d. Minor Subdivision Plan – Ironwood Real Estate, LLC (#25-16-MSDP) – Proposal to subdivide a 1-acre lot containing an existing nonresidential building from a 3.73-acre property with an existing shopping center. The property is located at 1551 South Market Street and is in the (C-2) General Commercial District and is served by public sewer and water facilities.

ITEM WITHDRAWN BY APPLICANT PRIOR TO MEETING – NO ACTION OR DISCUSSION

7. New Business:

- a. Review and provide recommendation to the Board of Supervisors regarding the proposed rezoning of 2360 Sheaffer Road from (R) Rural District to (R-1) Low-Density Residential District.

ITEM WITHDRAWN BY APPLICANT PRIOR TO MEETING – NO ACTION OR DISCUSSION

- b. Review and provide recommendation to the Board of Supervisors regarding the proposed text amendments to facilitate a mixed-use development generally located at the Route 283 Hershey Road interchange.

8. Initial View:

- a. Minor Subdivision Plan for Lancaster Farm Sanctuary (#25-17-MSDP) – Proposal to subdivide 0.448-acre and 0.117-acre parcels from adjoining lots to be added to a 17.6-acre tract for the purpose of providing public road access. All properties are located in the (A) Agricultural District.

dddd

9. Correspondence: NONE

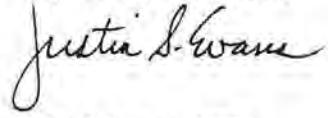
10. Other Business:

- a. Vacancy on Planning Commission
- b. Road frontage improvements discussion

11. The next regular meeting of the Mount Joy Township Planning Commission is scheduled to be held on **Monday, January 26, 2026** beginning at 7:00 P.M.

12. A motion was made by Kevin Baker and seconded by Gerald Cole to adjourn the meeting at 9:35 p.m. All members present voted in favor of the motion.

Respectfully Submitted,



Justin S. Evans, AICP
Assistant Zoning Officer



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PUBLIC WORKS DEPARTMENT

JANUARY 2026

COMPLETED:

- Water testing
- Ordering truck, road bank mower and tractor
- Cleaned up and prepared truck 1 to be sold
- Storm clean up
- Cleaned up all trucks and equipment
- Snow fence
- Filled potholes
- Prep work for Prospect bridge removal
- Vehicle/ equipment maintenance and repairs
- PA1 calls
- Worked with Sgt McCoy to provide PD with information on Twp's responsibilities on State roads

FUTURE:

- Prospect bridge removal
- Work with Twp Engineer to prepare bids
- Quarry Rd widening repair
- Sign maintenance
- Prepare for 2026 projects