

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

July 5, 2023

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY was held on Wednesday, July 5, 2023, at 7:00 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, Jeffrey Butler, J. Marc Hershey, Benjamin Bruckhart, Justin Risser and Roger Snyder were present. Rodney May and Jeffrey Hudson were absent. Also present was David Jones, Authority Solicitor.

Ms. Dupler opened the meeting for public comment.

Bridey Hannold, 9 North River Street, East Donegal Township, expressed her concern that the Authority cannot impose fees when private health insurance provides payments for service.

The Board unanimously approved the minutes for the June 21, 2023 meeting of the Board by a motion made by Mr. Snyder and seconded by Mr. Hershey. Mr. Risser abstained from the vote due to absence from the meeting.

West Donegal Township Manager John Yoder, representing the Revenue Fee Model Committee, provided an update of the work of the Committee. The draft fee structure provides for eight (8) use groups. The calculated fee presented for residential uses is \$69.05 per dwelling unit. It was suggested that the fees calculated for each group, on a per unit basis, be rounded up to a whole dollar amount.

There was general discussion regarding the collection of employee data for commercial uses. Not all municipalities have a Local Services Tax collected on a per employee basis. Utilizing the self-reporting of employee data by companies may be a consideration.

The Board discussed the need to develop a billing list with addresses along with potential agencies that perform collection services. Mr. Yoder indicated he would do a test run of West Donegal Township information to generate a sample billing list.

Mr. Hershey, representing the Finance Committee, indicated that the proposed budget may be revised to be presented utilizing multiple fund accounts. Although the overall amount of

projected revenues and expenditures for MESA may not change, multiple fund accounts may better reflect intended use of funds.

Mr. Hershey also reported that he will be meeting with the current Northwest EMS Treasurer to confirm and finetune the draft MESA budget.

Scott Kingsboro, Executive Director of Northwest Emergency Medical Services (NWEMS), reported that the re-chassis of an ambulance is expected to start in September. The re-chassis option saves approximately \$50,000.

Mr. Jones provided the Board with information regarding the public notice of the upcoming public hearing. The notice must include the amount of any fees proposed by the Authority. He suggested that a narrative on how the fee was calculated may add clarification for residents.

Mr. Jones also reported that he met with legal counsel for Northwest EMS to discuss mechanisms for potential transfer of physical assets from Northwest EMS to MESA.

Scott Kingsboro informed the Board that vehicle registration might need to be held by MESA prior to making an application to Department of Health for an EMS license.

There was general discussion regarding the timeline for implementation. Some items can be indicated as completed.

A draft of talking points that highlight the differences between MESA, a community-centered organization comprised of municipal representatives, and a hospital-managed emergency medical services was shared with the Board. The talking points can be used when speaking with others when considering proposals for service by other EMS providers.

Ms. Dupler reported that the meet and greet for MESA Board members and NWEMS staff was well received. The NWEMS staff had a few questions for Board members. It was suggested that such meeting be considered quarterly.

The Board was reminded that the public hearing is scheduled for Wednesday, August 30, 2023 at 7:00 PM to be held at the Elizabethtown Brethren in Christ Church. Mr. Jones indicated that public notices must be provided to individual property owners along with all commercial lessees. There was general discussion regarding ways to reach Plain Sect landowners and business owners that are not landowners.

The Board briefly discussed the proposal for EMS services presented to Manheim Borough and Penn and Rapho Townships by Penn State Health. It was suggested that Board members may want to attend the next Penn Township meeting to address questions that might arise regarding progress made by MESA.

On a motion of Mr. Snyder, seconded by Mr. Bruckhart, the Board unanimously approved the payment of bills totaling \$3,918.89 presented for payment.

The next regular meeting of the Board is scheduled to be held on Wednesday, July 19, 2023, beginning at 7:00 P.M.

A motion was made by Mr. Snyder and seconded by Mr. Risser, to adjourn the meeting at 8:15 P.M. All members present voted in favor of the motion.

Respectfully submitted,

---

Jeffrey L. Butler, Secretary