

## **Manager's Report**

Kim Kaufman – June 2025

### **GEARS Agreement and Incorporation**

Call with John Yoder III, Ann Roda, Dave Wendell and GEARS counsel to discuss the GEARS agreement and the decision to change GEARS status from an unincorporated corporation to a not for profit which will have minimal effect on GEARS everyday operation, but will be more familiar to the Commonwealth and other partners.

### **Prospect Road Bridge**

Josele remains in contact Mr. Collin's counsel. At this time, there is no movement regarding the proposal suggested by Mr. Collins. Mr. Collins is out of the country at this time.

### **Mt. Cavalry – West Campus**

Attended the dedication of the former Mill Road Elementary School in Elizabethtown Borough at the new Mount Calvary Christian School.

### **Introductions with Senator Malone**

We were contacted by Senator Malone's Chief of Staff to set up a meeting with the newly sworn Senator. Our staff were joined by Deb Dupler as we had an opportunity to discuss the Senator's priorities as well as projects currently under way here. He and his office seem interested in our daily objectives given the Senator's two terms as Mayor in East Petersburg. They are also providing a support letter for the Old Trolley Line Park Phase 3.

### **Meeting at West Donegal Offices**

I was invited to a meeting with John Yoder III and Ann Roda of Elizabethtown to discuss the EMC vacancy. I was unaware, at the time, that they had invited Curtis Thompson's suggested successor, Jay Robertson, for an informal meeting. It was evident that Mr. Robertson has an extensive background and

is very interested in taking over as a replacement for Curtis. He has already outlined a plan for EMA, with attention directed to a request from TMI for a revised Emergency Action Plan directed toward the expected TMI restart. It was also requested by Mr. Robertson that a modest stipend be considered for his time and potentially one or two deputies in the future.

### **“Confidential Project”**

We had a meeting with the project team regarding the project drawing that I forwarded to you. If realized, this will be a multi-use project. No formal application has been received at this time.

### **Penmark Project**

We routinely are questioned if we have heard anything from Penmark. Having had no recent contact, I reached out to see if there were any developments. Penmark representatives met with us and confirmed that they are making revisions to their plan and hope to submit a proposal in the near future. We'll advise if we receive a new proposal.

### **EAWA**

We met with Austin Calaman the new manager for EAWA. We discussed the volume of new residences under development and that developers are concerned that during the recent droughts, they were assured that their water needs would be met, yet at the same time they were seeing conservation warnings. Austin is happy to be working with us, and I anticipate that he intends to have very clear measurement going forward regarding the developer's needs and the amount of water available.

### **Roof Leaks**

During the recent rains we have noted roof leaks, mostly around the front entrance doors. I reached out to Lobar, and was referred to the roof contractor GAF, who has referred us to their service contractor for warranty repairs. I have forwarded photos of the leaks and will be reaching out to them today to schedule an inspection and repair.



# MOUNT JOY TOWNSHIP

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8853 Elizabethtown Road, Elizabethtown, PA 17022  
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## Community Development Director/Zoning Officer Monthly Report for June 2025/July 2025

### Planning Commission

- Prior 05/28 meeting:

P/F Land Development Plan for Sheetz – Conditionally Approved: Veterans Drive (#24-22-FLDP): Plan proposes a 6,132 SF convenience store and gas pumps on a 2.171-acre property located at the corner of Veterans Drive and Hershey Road, with additional access to Old Hershey Road.

Street Light Modification for 1376 Campus Road – All Phases: Approved: A modification requested from SALDO Section 119-52.O(1) – Streetlight Standards. To provide streetlighting supplied by PP&L, a modification to the illumination requirement of a small percentage of areas is necessary.

Bob Brubaker Minor Land Development Plan: Conditionally Approved: (#24-21-MLDP): A proposal to construct a fifth poultry barn on-site. The barn will be 32,400 SF on 35 acres of land located at 2205 Camp Road in Manheim.

Rezoning Petition - 2360 Sheaffer Road – Proposal to rezone a 57.15 parcel located at 2360 Sheaffer Road from the R – Rural District to the R-2 Medium-Density Residential District. The Planning Commission reviewed this proposal and is recommending rezoning the subject property as requested. A formal written recommendation will be provided prior to the July 21 meeting of the Board of Supervisors.

- Upcoming 6/23 meeting:

2980 Harvest Road – Initial View only: Proposal to construct a 10,120 SF poultry barn on a 13.5 acre parcel located at 2980 Harvest Road.

### Zoning Hearing Board

- Prior 6/4 meeting:

Case #250010: Savaland – Approved variances from minimum lot size required for a multi-family residential use and from maximum impervious coverage.

Case #250011: TALCO Home Improvements, LLC. – Continued until August 6.: Special Exceptions requested to operate #1 a landscaping business and #2 a home improvement business as a home occupation.



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June 3, 2025

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

Dear Board Members:

31 rental properties were inspected in May 2025.

Complaints and concerns:

- Complaint of a sign attached to a PPL pole blocking the view at Trail Rd N and Etown Rd. Discovered the sign to be unsafe. Located the person who installed the sign and had it removed.
- Complaint of an abandoned house at 265 Anchor Rd with many Property Maintenance Violations. I found the property to be in poor condition. I looked for the owner and discovered that he was in prison. I am having the property cleaned and mowed. I will attempt to locate family members to assist with maintenance in the future.
- Letter to 831 Westbrooke Dr about an uninspected vehicle on the street.
- Letter to 215 Old Hershey about tall grass. (Complaint)
- Letter to the owner of property at Veterans and Old Hershey about tall grass/weeds. This is a yearly event.
- Letter to 426 Hill Street about an uninspected vehicle. (Complaint)
- Complaint of trash and junk vehicles at 39 Trail Rd South. Enforcement notice sent. (complaint)
- Letter to 373 Deerfield Drive about a burning violation. (complaint)
- Letter to 10 Covington Ct about an uninspected vehicle. (complaint) Vehicle removed.
- Enforcement notice to 418 Indian Rock about the inability to reach them for an inspection.
- Letter to 427 Orchard about a refrigerator outside without the doors detached. Removed.



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## PUBLIC WORKS DEPARTMENT

JUNE 2025

### COMPLETED:

- Emergency road repair on Rissermill Rd from a tree blowing over and root ball lifting up out of roadway
- Base repair on Coldspring Road
- Assist Conewago to do base repair
- Demoed the MowerMax road bank boom mower
- Replaced brakes and calipers on truck 3 and 1
- Fixed and cleaned up shoulder wash outs on Trail N
- Fixed shoulder ditch on Coldspring
- Cleaned roof drains on Twp office
- Assisted Elizabethtown Borough with milling with big mill for sinkhole repair on radio road
- Sent two different requests for traffic studies to PennDot regarding engine brakes
- Sent letters out to Twp residents that live within the road widening project
- Met with Brubacher Excavating (recently acquired Abel Construction) to go over Bear Creek Development
- Replacement of damaged guiderail from three different accidents
- Pa1 calls
- Park maintenance

### FUTURE:

- Base repair Homestead, Ridge Run and Quarry
- Widening of Aberdeen

# MOUNT JOY TOWNSHIP-MultiSelect Permits Issue Date: 5/1/2025 - 5/31/2025

## Zoning Officers Report

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
<b>RoadOcc</b>						
<b>Driveway</b>						
<b>Active</b>						
250034	5/9/2025	1376 CAMPUS ROAD ASSOCIATES LLC Driveway for new single family dwelling	105 GIANNA DR	4607260800000	\$0.00	\$50.00
250030	5/12/2025	GRH 1 LLC Driveway for new single family dwelling	14 RINGNECK CIR	4608516800000	\$0.00	\$50.00
250031	5/12/2025	GRH 1 LLC Driveway for new single family dwelling	16 RINGNECK CIR	4608556800000	\$0.00	\$50.00
250032	5/12/2025	1376 CAMPUS ROAD ASSOCIATES LLC Driveway for new single family dwelling	101 GIANNA DR	4607260800000	\$0.00	\$50.00
250033	5/12/2025	1376 CAMPUS ROAD ASSOCIATES LLC Driveway for new single family dwelling	103 GIANNA DR	4607260800000	\$0.00	\$50.00
250035	5/22/2025	1376 CAMPUS ROAD ASSOCIATES LLC Driveway for new single family dwelling	114 GIANNA DR	4607260800000	\$0.00	\$50.00
250036	5/28/2025	GRH 1 LLC Driveway for new single family dwelling	203 RINGNECK CIR	4608590500000	\$0.00	\$50.00
250037	5/28/2025	GRH 1 LLC Driveway for new single family dwelling	205 RINGNECK CIR	4608540500000	\$0.00	\$50.00
250038	5/28/2025	GRH 1 LLC Driveway for new single family dwelling	106 RINGNECK CIR	4608606900000	\$0.00	\$50.00
250039	5/28/2025	GRH 1 LLC Driveway for new single family dwelling	108 RINGNECK CIR	4608637500000	\$0.00	\$50.00
<b>CO Issued</b>						
250029	5/2/2025	BRYAN SHERRY M & JOHN G Driveway expansion	537 RIDGE RD	4600814000000	\$0.00	\$50.00
<b>Total Driveway 11</b>					<b>\$0.00</b>	<b>\$550.00</b>
<b>Fiber Cable</b>						
<b>Active</b>						
250043	5/29/2025	BECKER RYAN ANDREW & LAURA M Fiber Cable	222 MIDLAND CIR	4613420700000	\$0.00	\$80.00
250046	5/29/2025	CARTER SHAWN M & DARLENE A Fiber Cable	965 HAMPDEN RD	4606337100000	\$0.00	\$70.00
250044	5/29/2025	SHOCKEY BRITTNI O Fiber Cable	678 BUCKINGHAM BLVD	4605482000000	\$0.00	\$70.00
250042	5/29/2025	ARNOLD DAVID A & Fiber Cable	437 CONOY AVE	4600346700000	\$0.00	\$60.00
250045	5/29/2025	NEWTON ROBERT F JR & LISA B Fiber Cable	64 SHEFFORD DR	4602737900000	\$0.00	\$100.00
<b>Total Fiber Cable 5</b>					<b>\$0.00</b>	<b>\$380.00</b>
<b>Total RoadOcc 16</b>					<b>\$0.00</b>	<b>\$930.00</b>
<b>StormWater</b>						
<b>Exemption</b>						
<b>Active</b>						
250038	5/1/2025	LAPP MAHLON K & RACHEL K Demolition	161 HEREFORD RD	4601388100000	\$0.00	\$50.00
250039	5/1/2025	MILLER, RONALD L. & MYERS, CAROL A. Driveway Expansion	1236 WISSLER LN	4610963900000	\$0.00	\$50.00
250033	5/2/2025	WINTERS BRUCENH II & SANDRA K Pool - Above ground	1040 SCHWANGER RD	4601462700000	\$0.00	\$50.00
250034	5/2/2025	MANUEL BETH A & JOHN H Mobile Home	138 SUN VALLEY RD	4600553430074	\$0.00	\$50.00

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
<b>Zoning</b>						
<b>Alterations</b>						
<b>Active</b>						
250121	5/22/2025	GOLIHEW JUSTIN W Alterations	625 WESTBROOKE DR	4600229900000	\$6,200.00	\$128.00
<b>Total Alterations 1</b>					<b>\$6,200.00</b>	<b>\$128.00</b>
<b>Demolition</b>						
<b>Active</b>						
250118	5/7/2025	MOYER KENNETH E Demolition	1176 CREEK RD	4600483100000	\$0.00	\$50.00
250123	5/13/2025	ELIZABETHTOWN COLLEGE Demolition	707 COLLEGE HILL LN	4605319900000	\$0.00	
250112	5/15/2025	WENGERS FEED MILL INC Demolition	105 E HARRISBURG AVE	4605390200000	\$0.00	\$100.00
250113	5/15/2025	WENGERS FEED MILL INC Demolition	111 E HARRISBURG AVE	4606224900000	\$0.00	\$100.00
<b>Total Demolition 4</b>					<b>\$0.00</b>	<b>\$250.00</b>
<b>Driveway</b>						
<b>Active</b>						
250106	5/1/2025	MILLER, RONALD L. & MYERS, CAROL A. Driveway Extension	1236 WISSLER LN	4610963900000	\$3,000.00	\$50.00
<b>CO Issued</b>						
250107	5/2/2025	BRYAN SHERRY M & JOHN G Driveway Expansion	537 RIDGE RD	4600814000000	\$761.00	\$50.00
<b>Total Driveway 2</b>					<b>\$3,761.00</b>	<b>\$100.00</b>
<b>Fence</b>						
<b>Active</b>						
250120	5/12/2025	ALLEN MICHAEL E Fence	460 OLD HERSHEY RD	4606900400000	\$5,950.00	\$71.00
<b>Total Fence 1</b>					<b>\$5,950.00</b>	<b>\$71.00</b>
<b>Finish Basement</b>						
<b>Active</b>						
250105	5/2/2025	MINER LANE T & MOLLY C Finish basement	1276 BEAR CREEK RD	4600528200000	\$55,189.00	\$445.00
<b>Total Finish Basement 1</b>					<b>\$55,189.00</b>	<b>\$445.00</b>
<b>Mobile home</b>						
<b>Active</b>						
250100	5/2/2025	MANUEL BETH A & JOHN H Mobile Home	138 SUN VALLEY RD	4600553430074	\$140,000.00	\$949.00
<b>Total Mobile home 1</b>					<b>\$140,000.00</b>	<b>\$949.00</b>
<b>Pole Building</b>						
<b>Active</b>						
250114	5/12/2025	ZUCK JAMES HESS & NANCY JEAN Pole Building	480 PROSPECT RD	4600499700000	\$37,136.00	\$50.00
<b>Total Pole Building 1</b>					<b>\$37,136.00</b>	<b>\$50.00</b>
<b>Pool</b>						
<b>Active</b>						
250099	5/2/2025	WINTERS BRUCENH II & SANDRA K Pool - Above Ground	1040 SCHWANGER RD	4601462700000	\$22,106.00	\$240.00
250108	5/15/2025	GEHF I E-TOWN, LLC Pool - In-Ground	2 S CONIFER DRIVE	460-66914-0-0000	\$175,000.00	\$1,159.00
<b>Total Pool 2</b>					<b>\$197,106.00</b>	<b>\$1,399.00</b>
<b>Porch</b>						
<b>Active</b>						
250119	5/16/2025	WEIK HAROLD W JR & MELISSA A Porch	495 MARK DR	4603814100000	\$7,200.00	\$85.00

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
<b>Zoning</b>						
<b>Porch</b>						
<b>Total Porch 1</b>					<b>\$7,200.00</b>	<b>\$85.00</b>
<b>SFD</b>						
<b>Active</b>						
250117	5/12/2025	1376 CAMPUS ROAD ASSOCIATES LLC Single Family Dwelling	105 GIANNA DR	4607260800000	\$285,788.00	\$1,825.00
250116	5/12/2025	1376 CAMPUS ROAD ASSOCIATES LLC Single Family Dwelling	103 GIANNA DR	4607260800000	\$0.00	\$1,633.00
250111	5/12/2025	GRH 1 LLC Single Family Dwelling	16 RINGNECK CIR	4608556800000	\$225,000.00	\$1,459.00
250115	5/12/2025	1376 CAMPUS ROAD ASSOCIATES LLC Single Family Dwelling	101 GIANNA DR	4607260800000	\$285,788.00	\$1,825.00
250110	5/12/2025	GRH 1 LLC Single Family Dwelling	14 RINGNECK CIR	4608516800000	\$225,000.00	\$1,459.00
250122	5/22/2025	1376 CAMPUS ROAD ASSOCIATES LLC SFD	114 GIANNA DR	4607260800000	\$204,208.00	\$1,339.00
250124	5/22/2025	GRH 1 LLC SFD	205 SPARROW LN	4608197200000	\$450,000.00	\$2,809.00
250125	5/28/2025	GRH 1 LLC SFD	203 RINGNECK CIR	4608590500000	\$225,000.00	\$1,459.00
250126	5/28/2025	GRH 1 LLC SFD	205 RINGNECK CIR	4608540500000	\$225,000.00	\$1,459.00
250127	5/28/2025	GRH 1 LLC SFD	106 RINGNECK CIR	4608606900000	\$225,000.00	\$1,459.00
250128	5/28/2025	GRH 1 LLC SFD	108 RINGNECK CIR	4608637500000	\$225,000.00	\$1,459.00
<b>Total SFD 11</b>					<b>\$2,575,784.00</b>	<b>\$18,185.00</b>
<b>Solar</b>						
<b>Active</b>						
250109	5/9/2025	DEIS DEBRA A Solar ground mounted	1511 GRANDVIEW RD	4613930200000	\$20,000.00	\$219.00
250129	5/28/2025	CONTURSI JOHN M JR & MIRANDA E Solar roof mounted	4 JENNY LN	4604450900000	\$18,920.00	\$212.00
<b>Total Solar 2</b>					<b>\$38,920.00</b>	<b>\$431.00</b>
<b>Volleyball</b>						
<b>Active</b>						
250103	5/1/2025	MILLER JEFFREY D & GAIL D Volleyball / pickleball court	9049 ELIZABETHTOWN RD	4605435700000	\$38,650.00	\$293.00
<b>Total Volleyball 1</b>					<b>\$38,650.00</b>	<b>\$293.00</b>
<b>Total Zoning 28</b>					<b>\$3,105,896.00</b>	<b>\$22,386.00</b>
<b>Total Permits: 67</b>					<b>\$3,105,896.00</b>	<b>\$24,636.00</b>



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## Minutes of a Meeting of The Mount Joy Township Zoning Hearing Board Wednesday, May 7, 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. and James E. Hershey
  - Township Representatives: Jackie Wilbern, Assistant Zoning Officer and Joe Price, Community Development Director/ Zoning Officer
  - Lancaster County Court Reporter: Angie 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 Gregory R. Hitz, Sr. to approve the minutes of the April 2, 2025 meeting. All members present voted in favor of the motion.
- 4) Jackie Wilbern stated that a Public Notice was published in the April 17<sup>th</sup> and 24<sup>th</sup> editions of the LNP. The subject property was posted on April 17, 2025.
- 5) Solicitor John P. Henry provided a procedural briefing for the meeting.
- 6) Old Business:

There was no old business for consideration by the Board.
- 7) Zoning Case #250010
  - a. Applicant/Landowner: Savaland, LLC
  - b. Property Location: 350 Old Hershey Road, Elizabethtown, PA 17022; Tax Parcel ID #460-70551-0-0000
  - c. Zoning District: R-3 – High-Density Residential
  - d. Variance Request:
    - 1) Chapter 135, Article XXII, §135-216.D – Minimum Lot Size
    - 2) Chapter 135, Article XII, §135-115.H – Maximum Impervious Coverage

The applicant proposes adding a 5th unit to an existing 4-unit apartment building on the property.

Prior to case proceedings, the following individuals were granted Party status and were sworn in accordingly:  
Lisa Heilner, Nancy Warbel, Leo Maguire, Cara DiBiasi. Nunzio DiBiasi was later sworn in.

Matt Lutrell, architect for Savaland, gave an overview of the application, including the attachments. He described the existing and proposed use of the property, reiterated the variance requests and restated the reasons for the requests as included on the application. The applicant is seeking to use a vacant 550 square foot space as a fifth apartment. Four apartments currently exist. The proposal includes the addition of two parking spaces. The lot is 21, 136 square feet in size which is why only 4 apartments are currently permitted. It was stated that 32,000 sq. ft. is the minimum lot area needed for a 5<sup>th</sup> apartment. The architect stated that due to the unique shape of the property, the lot is limited to 26,000 square feet. Although there will be a slight increase in impervious area from existing conditions, it still represents a reduction in overall impervious from when it was a church.

Mr. Hitz asked Mr. Ferrarelli if he received the April 16, 2025 letter sent from Assistant Zoning Officer Jackie Wilbern. He said that he was not sure. A copy of the letter was then provided to Mr. Ferrarelli. Hitz asked if he would agree to the conditions should the Board approve the requests. Mr. Ferrarelli agreed.

Members of the Board proceeded to ask a variety of questions pertaining to the existing parking situation as well as the proposed additional parking. Mr. Ferrarelli stated that access to parking can be by way of Hershey Road and Aberdeen Road. The total number of available parking spaces will be ten if the additional two spaces are approved. The limit on parking spaces per tenant is two. Mr. Hitz asked if it would make sense to assign parking spaces to tenants. Mr. Ferrarelli said that he can line spaces on pavement in the future but that right now it is gravel.

Mr. Hershey asked about sewer and water service. Mr. Ferrarelli said that the site is served by public water and sewer. Mr. Hershey asked if preliminary approval had been requested from the Township for sewer and water. Mr. Ferrarelli said no. He also stated that there is no toilet in the proposed apartment space. Mr. Hitz asks if conditions will be met if approved. Mr. Ferrarelli stated yes. Mr. Hershey asked about the location of the existing walkway. Mr. Ferrarelli explained.

Lisa Heilner asked if the existing parking lot was required to be paved. Ms. Wilbern stated that stone was permitted. She asked about access to the proposed spaces. Mr. Ferrarelli stated that there is an existing 9 ft. wide blacktop access in the area shown in Exhibit A-1 (off of Aberdeen Road).

Cara DiBiasi asks what are the intentions of the apartment (space) in question. Mr. Lutrell stated that it was intended to be a 5<sup>th</sup> apartment but that it couldn't go through due to zoning. Nunzio DiBiasi asked if the 5<sup>th</sup> apartment (originally) could not be used because it could not comply with zoning? Mr. Lutrell said that it was decided to just move forward with 4 apartments at the time.

Mr. Newton briefly clarified the variance requests under consideration.

Mr. Hitz asked Mr. Lutrell what the problem was in trying to get the 5<sup>th</sup> apartment. Mr. Lutrell stated that he spoke with Justin (previous Zoning Officer) and he informed Mr. Lutrell of the minimum lot size requirement. Mr. Hershey clarified that the 4 apartments were permitted by right. Ms. Heilner asked why not just design everything to have 4 apartments? Mr. Lutrell clarified. Mr. Hitz asked if the entrance from Aberdeen Road was currently in use. Mr. Ferrarelli stated that yes it was. John Henry asked when the entrance (from Aberdeen Road) was approved. Mr. Ferrarelli said that it was there when he bought it. Mr. Hitz further queried Mr. Ferrarelli about tenant parking.

Ms. Heilner then testified that she considers the property to be a detriment to the neighborhood. She also mentioned that she has never seen the access drive (from Aberdeen Road) used by vehicles. She also submitted photos for the record.

Mr. Hitz asked if the sidewalk shown on the plot plan as existing does exist as shown near the building. Mr. Ferrarelli stated that it does not. Mr. Newton asked when the photos were taken and Ms. Heilner responded that they were taken in the last week or so. Mr. Hitz asked her how the cars are parked and she stated that they were parked "every which way".

Mr. Lutrell stated that he felt that testimony pertaining to some of Ms. Heilner's photos, which were illustrating property maintenance issues, was not relevant.

Ms. Warbel asked more about where cars are currently parked. She said that she doesn't see cars parked where parking is shown. Mr. Ferrarelli asked Ms. Warbel where she lives and whether or not she could see this property from there. She responded that yes, she can see it. Mr. Maguire explained that he has witnessed

parking all over the place but not near the proposed parking area. Cara DiBiasi explained where she lives and said that she is concerned with the parking. She went on to say that two of the vehicles shown in Exhibit 1A are parked next to her shed which is also shown in the photo. She mentioned that the vehicles are sometimes in her yard. She asked where cars for a 5<sup>th</sup> apartment would park. She also said that she believes that the concrete curbs shown in the photo are situated in the neighboring yards.

Mr. DiBiasi asked Mr. Ferrarelli if he was aware of his property lines. Mr. Henry clarified that Mr. Ferrarelli's plot plan (as prepared by Mr. Lutrell) is his attestation as to the existing and proposed conditions. Mr. DiBiasi said that what they want is conformance regarding parking on their own property as well as other areas. Cara mentioned that there is also clutter in the area and mentioned that she believed that the 5<sup>th</sup> space was supposed to be for storage.

Mr. Stitz asked Mr. Lutrell to clarify what was shown on the plot plan as existing and proposed parking. Specifically, he asked if what is shown as existing is what was previously approved. Mr. Lutrell affirmed. Mr. Henry asked Mr. Lutrell when the access to the north parking area (access from Aberdeen Road) was approved as a driveway. Mr. Henry stated that he thinks that a driveway would not be approved now if newly proposed at that location. He would like to see if there is a plan that has a record of that driveway. Mr. Lutrell stated that the driveway/ access exists with a curb cut but he cannot confirm when the driveway was approved. Mr. Ferrarelli stated that they were previously allowed to use the parking spaces accessed by the driveway.

Mr. Henry asked the applicant if he would like to have the case continued during a future meeting (continuation of the hearing) of the Board or entertain a motion of the Board during this hearing. Mr. Newton made a motion to close the testimony for the evening. Mr. Hershey seconded the motion which carried unanimously.

Mr. Newton made the motion to allow for up to 45 days to make a decision on the application. The motion was seconded by Mr. Hershey and carried unanimously. Mr. Hershey motioned to adjourn the hearing. The motion was seconded by Mr. Newton and carried unanimously. The hearing was adjourned at 8:15pm.

Respectfully Submitted,



Joseph B. Price  
Zoning Officer

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



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## Minutes of a Regular Meeting of the Mount Joy Township Planning Commission Held on April 28, 2025

1. Vice-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	Arlen Mummau — Present
Rodney Boll — Absent	Delmar Oberholtzer — Present
Gerald Cole — Present	Bill Weik, Jr. — Present
Michael McKinne — Present	

Other Township Representatives Present: Jackie Wilbern - Zoning Officer, Josh Brengel, PE – Twp. Engineer, and Kim Kaufman - Township Manager
4. Public Comment: NONE
5. Consent Calendar:
  - a. Approve and ratify the minutes of the March 24, 2025 meeting
  - b. Accept additional time in which to take action on the Preliminary Land Development Plan for Westmount Development (#24-19-PLDP) – New deadline is July 26, 2025.
  - c. Accept additional time in which to take action on the Minor Land Development Plan for Bob Brubaker (#24-21-MLDP) – New deadline is August 16, 2025.
  - d. Accept additional time in which to take action on the Final Land Development Plan for Sheetz (#24-22-FLDP) – New deadline is June 24, 2025.
  - e. Accept additional time in which to take action on the Final Land Development Plan for 2269 S. Market Storage (#25-03-FLDP) – New deadline is July 31, 2025.
  - f. Authorize the Zoning Officer to complete the Sewage Facilities Planning Module Component 4A for Westmount Subdivision (#24-19-PLDP)
  - g. Authorize the Zoning Officer to complete the Sewage Facilities Planning Module Component 4A for Elizabethtown Regional Sewer Authority – Trunk A Interceptor Expansion Project

A motion was made by Kevin Baker and seconded by Gerald Cole to approve the consent calendar. All members present voted in favor of the motion.
6. Old Business: NONE
7. New Business: NONE

8. Initial View:

- a. Final Subdivision & Land Development Plan for 1376 Campus Road Phase 3 (#25-05-FLDP):  
Proposal to develop Phase 3 of the residential development located at 1376 Campus Road. This phase consists of 47 single-family dwelling units which is located in the R-2 Zoning District. The dwellings will be served by public water and sewer facilities.
- b. Final Subdivision & Land Development Plan for 1376 Campus Road Phase 4 (#25-06-FLDP):  
Proposal to develop Phase 4 of the residential development located at 1376 Campus Road. This phase consists of 65 single-family dwelling units which is located in the R-2 Zoning District. The dwellings will be served by public water and sewer facilities.

Chris Venarchick of RGS Associates and Andy Miller of Kline Mills LLC were present to discuss Phases 3 & 4. Mr. Venarchick explained that the final plans were the implementation of the approved preliminary plans, noting the only changes were the swapping of Phases 3 & 4 due to construction sequence and a change from a tot-lot to other amenities in Phase 4. Additionally, both Phases would be marketed as a 55+ community with all homes built by Ryan Homes. Mr. Venarchick stated he is in receipt of the Engineer's March 24<sup>th</sup> review memo and do not have any concerns addressing the comments. Mr. Miller stated they have made significant progress since breaking ground; the roundabout is done, pump station completed, all of the base paving in Phase 1A is done, the bridge over the stream has been completed, the apartments are under construction and 7 single-family lots have been sold within the first week of sales.

Mr. Miller advised that the park within Phase 4 would be a pocket-park with a fire pit, gazebo and grass area. Mr. Mckinne recommended that they verify the change is acceptable to the Parks & Recreation Board. Mr. Cole concurred.

The Planning Commission voiced concerns regarding the change to a 55+ community, and the parking requirements for such. Mr. Miller stated the parking requirements as required by zoning have been met and have not changed since preliminary approval. Engineer Brengel confirmed the location of the on-street parking areas. Mr. Miller answered questions pertaining to the ownership of the property, stating only the footprint will be owned by the homeowner and the HOA owns the rest of the property and is responsible for all maintenance. The apartments in a separate phase are managed by Greystar.

The Planning Commission again raised concern regarding the change made to the park area approved under the preliminary plan. Mr. Oberholtzer expressed concern regarding Township residents accessing the public recreation area, concerned they could not use the amenities if not signed properly and if the HOA were to not allow access to all Township residents. Mr. Cole expressed concern that the park is surrounded by homes and that the average person won't know it's a public park. Questions were asked regarding school bus service for properties where the 55+ community members would potentially be raising children. The Planning Commission asked Ms. Wilbern to contact the Township Solicitor regarding previous approved agreements and the change to a 55+ community.

Mr. Venarchick stated they would be submitting a modification request for the May meeting for street lighting. Using the PP&L approved lighting fixtures, the footcandles don't meet Township Ordinance. To meet PP&L specifications, they cannot meet the Township's required foot candles, even after doubling the number of poles.

- c. Final Land Development Plan for Lancaster Seed Sales (#25-07-FLDP): Proposal to construct a 19,140 SF building expansion, access drives, stormwater facilities, utilities, sidewalks, and other site improvements for the existing commercial business located at 311 Snyder Road. The property is served by public water and sewer facilities.

Todd Smeigh of D.C. Gohn and Carl Durst of Lancaster Seed presented the application, stating there are currently 3 employees and that will not be changing. The proposed structure will be used for cold storage and occasional truck parking. Mr. Durst elaborated that the crops they grow are harvested, processed, and the seeds are sold. There will not be an increase in production capacity or employees. The additional space is needed due to required testing; it takes months to get the results back and the seeds have to be stored in a manner where the inspector can access them as needed. Truck traffic will not increase.

Mr. McKinne inquired as to where Harvest Road was on the Township's road repair schedule. Mr. Brengel advised it's not scheduled for 2025 but is a concern and will verify. Mr. Oberholtzer asked for a spreadsheet or numbers proving the applicant's testimony request Mr. Durst provide the Planning Commission showing operations and how truck traffic/number of employees would not increase.

Mr. Smeigh explained that due to the lot size being 3 pieces totaling 92-acres, he only addressed the 2-acres encompassed by the proposed construction. Upon receiving the Township Engineer's review letter and in acceptance of the Solicitor's review, he would like to schedule a meeting to discuss the reviews and waivers needed. The Planning Commission expressed support on the concerns Mr. Smeigh raised regarding waivers for requirements pertaining to survey, wetlands street improvements, sidewalks, and monuments.

9. Correspondence: NONE
10. Other Business: Mr. Cole commented on his displeasure with the Zoning Hearing Board granting variances for the property located at 933 Campus Road.
11. The next regular meeting of the Mount Joy Township Planning Commission is scheduled to be held on Wednesday, May 28, 2025 beginning at 7:00 P.M.
12. A motion was made by Gerald Cole and seconded by Kevin Baker to adjourn the meeting at 8:38p.m. All members present voted in favor of the motion.

Respectfully Submitted,



Jackie Wilbern  
Zoning Officer



# MOUNT JOY TOWNSHIP

• Lancaster County, Pennsylvania •

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

## Minutes of the Regular Meeting of the Mount Joy Township Park & Recreation Board Held on May 13, 2025

1. John L. Felix, Jr, Vice-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 – Donald Bush, William Duncan, John L. Felix, Jr., and Adam Reed.  
Absent – Karen L. Boyer.

Others in attendance – Patricia J. Bailey, Township Secretary and Kim Kaufman, Township Manager.

3. Public Comment: None

4. Approval and ratification of the minutes of the March 11, 2025 meeting:

A motion was made by Adam Reed and seconded by William Duncan to approve the minutes of the March 11, 2025 meeting as written. Mr. Duncan, Mr. Felix and Mr. Reed voted in favor of the motion. Motion passed. Mr. Bush was absent for the March meeting so therefore he did not vote.

5. Cove Outlook Park:

Pavilion #4 – location for new pavilion (ARPA Funding \$54,180.00)

The Board previously eliminated the northern location due to the slope and existing swale. Again, there was a lengthy discussion on the pros and cons of the middle and southern locations. The southern location is closer to the parking lot. The middle location provides more shade as well as privacy. It also has a large open area for play. Mr. Bush stated there are several trees that should be removed from that area to prevent any damage in the event they would fall. If the middle section is chosen the newly created trail should be paved. If the southern location is chosen then some fencing should be added. Both would add approximately \$5,000.00 to the cost of the project. The \$54,180,00 that was approved to use the ARPA funding is the cost of the pavilion with installation. Anything above that cost would have to come out of the Park & Recreation Fund.

A motion was made by Donald W. Bush and seconded by Adam Reed to approve the “middle section” of Cove Outlook Park for the placement of the new Pavilion #4 and to pave the newly created section of walking path. Mr. Bush, Mr. Felix, and Mr. Reed voted in favor of the motion. Mr. Duncan voted against the motion. Motion passed with a 3-1 vote.

Mr. Bush stated we are coming up to when the lease for Cove Outlook Park is due. It originally was a 25-year lease. Mr. Felix reported that it is a completely different board now for CTC. Mr. Kaufman will provide an update at the June meeting.

### Update on Parks:

- a. Old Trolley Line Park – Cameras (ARPA Funding \$75,187.00)

Ms. Bailey stated the number actually approved for ARPA is \$54,792,00 with the rest being paid out of the Park & Recreation fund. The cameras should be installed in the fall. The police

department will be responsible for monitoring the cameras. If there is an incident, they will be able to pull up the cameras and take a look.

b. Wolgemuth Park – Pathway (ARPA Funding \$75,187.00)

The abutments were scheduled to be installed in May for the bridge over the swale but that work has been pushed back to June.

6. Correspondence:

a. Official Map – Sheet 3, Recreational Facilities – January 2024

7. The next meeting of the Park and Recreation Board is scheduled to be held on **June 10, 2025** at **7:00 P.M.**
8. A motion was made by William Duncan and seconded by Donald W. Bush to adjourn the meeting at 8:25 P.M. All members present voted in favor of the motion.

Respectfully Submitted,



Patricia J. Bailey, Secretary

**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 April 22, 2025**

1. Chairman Douglas Hottenstein called the meeting to order at 7:00 P.M. in the Mount Joy Township conference room, 8853 Elizabethtown Road, Elizabethtown, PA 17022.
2. Roll Call: Present – Douglas A. Hottenstein, John Rudy, Richard Gibble and Kevin Baker were in attendance. Debra Dupler was absent. Also in attendance – Chief Mark Mayberry, Lisa Heilner.
3. Consent Calendar:
  - a. Approval and ratification of the minutes of the March 25, 2025 meeting.
  - b. Accept and ratify the Treasurer's Report for the period of January 1 through March 31, 2025, subject to audit.
  - c. Approve payment of all bills via Bill List #6 and #7 in the amount of \$105,556.14. Ratify payment of all payrolls for the period of March 2025, inclusive, in the amount of \$204,645.50, which represents two (2) pay periods.
  - d. Raymond James Pension Account summary from February 28 to March 31, 2025.

A motion was made by John Rudy, seconded by Richard Gibble to approve items a. through d. of the Consent Calendar as presented. All members present voted in favor of the motion.
4. New Business:

Chief Mayberry discussed the purchase of two Kenwood portable radios at a cost of \$8,801.74 from Triangle Communications. The Department is currently in year three of a process to replace and upgrade radios. So far five have been replaced. There are funds in capital reserve for this purchase. John Rudy made a motion, seconded by Kevin Baker to approve the purchase of the radios from Triangle Communications at a cost of \$8801.74. All members present voted in favor of the motion.
5. Old Business:

Chief Mayberry advised that he has received a revised proposal for the secure gate from Security Fence Company. The new quote is now \$2,900. Kevin Baker made a motion, seconded by Richard Gibble to approve the purchase of the fencing and gate for temporary vehicle storage. All members present voted in favor of the motion.

Chief Mayberry reported that the less lethal shotgun stock replacements have arrived. The price was \$55.69 each, not \$80 as previously expected.
6. Advisements:
  - a. Officer Danny Gordon and Officer Chris Good attended a one-day Patrol Survival Tactics Training.
  - b. Officer Danny Gordon and Officer Wade Gernert attended a week-long firearms instructor training.
  - c. Department personnel attended a TruNarc training session.
  - d. National Drug Take Back event will be held on April 26, from 10 a.m. to 2 p.m. at the Giant.
7. Correspondence:
  - a. Calls for Service – March 2025
  - b. Police Activity Report - March 2025
  - c. Overtime Report – March 2025
  - d. Police Cruiser Mileage Chart - March 2025

An executive session was held following the meeting to discuss personnel issues. Any official action to be taken based upon discussion held during the Executive Session will occur at an open public meeting.

NRLCPC Minutes  
April 22, 2025  
Page 2 of 2

The next regularly scheduled meeting of the Northwest Regional Lancaster County Police Commission will be held May 27, 2025 at 7 p.m. at the Mount Joy Township Municipal Building.

A motion was made by Richard Gibble, seconded by Kevin Baker to adjourn the meeting at 7:15 p.m. All members voted in favor of the motion.

Respectfully Submitted,



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



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  
April 8, 2025**

The Elizabethtown Regional Sewer Authority (ERSA) met at 6:30 PM at the public meeting room located at 235 Ersa Drive, Elizabethtown, PA with the following members in attendance: John O'Connell, Ken Shaffer, Roger Snyder, Rick Erb, Dave Sweigert, Nick Viscome. Also present were ERSA Manager Steve Rettew, Engineer Abraham King, and solicitor Jeff Shank.

It was **motioned** by Snyder and seconded by Erb to approve the minutes of the March 11, 2025, meeting. Motion carried.

Public Comments: None

General Business:

1. It was **motioned** by Sweigert and seconded by Snyder to approve Resolution 7-2025, Bill of Sale for Featherton Crossing Phase 3 in the amount of \$1.00. Shank commented on the importance of preserving the prior date for the 18-month general maintenance warranty. Motion carried.
2. It was **motioned** by Snyder and seconded by Viscome to approve Resolution 8-2025, Bill of Sale for Featherton Crossing Phase 4 in the amount of \$1.00. Motion carried.
3. It was **motioned** by Snyder and seconded by Shaffer to approve final letter of credit release for Featherton Phase 4 in the amount of \$59,886.25. Letter of credit release to be typed and sent via overnight mail. Motion carried.
4. It was **motioned** by Snyder and seconded by Sweigert to approve Application for Payment #6 to Garden Spot Mechanical in the amount of \$3,600.00. This was for Miller Road Pumping Station expansion project. Motion carried.
5. It was **motioned** by Snyder and seconded by Shaffer to approve Application for Payment #6 to PSI Pumping Solutions in the amount of \$95,573.75. This was for the Miller Road Pumping Station expansion project. Motion carried.
6. It was **motioned** by Snyder and seconded by Sweigert to approve Application for Payment #7 to PSI Pumping Solutions in the amount of \$9,248.44. This was for the Miller Road Pumping Station expansion project. Motion carried.
7. It was **motioned** by Erb and seconded by Snyder to conditionally approve Rettew's proposal for Hydraulic Modeling of the Maytown Rd/West Ridge Interceptor. This involves a subdivision off of Scheaffer Road and the extension of the sewer system to tie into the Oak Manor pump station. This is conditional on Landmark providing an escrow deposit. Motion carried.
8. It was **motioned** by Snyder and seconded by Sweigert to place an ad for hire on Indeed for 15 days for an additional Operations employee. This was based on Brock Miller being

removed from the Supervisor probation period and being removed from the on-call rotation. Motion carried.

#### Reports:

Engineer: King provided and reviewed his report

1. Miller Road update – soffits/gutters installed, piping and misplaced outlets have been installed, 3 pumps failed testing and are being shipped back to their facility to be rebuilt, PSI to provide new transfer switch to install by end of April
2. Berrier Agreement – Shank asked for general consensus from the board that ERSA still wanted to move forward with this single lot agreement
3. Bishop Woods Dedication/Maintenance agreement – need some easements yet to be recorded before move to dedication
4. Newville Bible Church – proposed 2 lot subdivision and options on how sewer service to be served.

#### Treasurer:

Shaffer discussed the financial reports, noting a \$144,000 loss for March and a \$136, 000 projected loss for the month. Year to date net ordinary income is \$142,000 with revenues at 97.2% of the budget and administrative expenses at 96.7% of budget. The wastewater collection and treatment charges are over budget by 0.4%. Also discussed were past due accounts and the upcoming lien process for overdue West Donegal Township accounts. Past due letters will be mailed by April 18<sup>th</sup>. Mount Joy Township past due letters to be mailed out by end of May.

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

It was **motioned** by Snyder and seconded by Sweigert to approve the bills payable in the amount of \$371,082.08. Motion carried.

No Executive Session was held.

It was motioned by Snyder and seconded by Shaffer to adjourn the meeting at 7:33 PM. Motion carried.

**EAWA WORK SESSION MEETING MINUTES  
APRIL 2, 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: Rick Erb, Rich Sheidy, Jeff McCloud, Chuck Brewer and John O'Connell. Also present were: Del Becker, Authority Manager; Jeffrey Shank, Solicitor; Jason Bock, Operations Manager; Michael Krieger, Engineer; Michele Powl, Business Manager; and Donna Bissinger, Admin Assistant; Not present: Keith Murphy, Board member. Members of the public: Austin Calaman, Authority Manager; and Jill Gebhart, Admin Assistant.

**2. PUBLIC COMMENT:** None

**3. NEW BUSINESS:**

- a. **MOTION:** Chair moves to hire Mr. Austin Calaman effective April 1, 2025, as Authority Manager and requests a second by the entire Board. **Approved**
- b. **MOTION:** Chair moves to accept the resignation of Mr. Del Becker due to his retirement as Authority Manager to be effective as of April 11, 2025, and requests a second by the entire Board. **Approved**

**4. REPORTS:**

**a. Manager's Report:**

- i. **2024 Financial Audit:** presentation by Jennifer CruverKibi, CPA, Partner, Maher Duessel. Audit results – EAWA received an overview at the highest level of Best Opinion.

**Action:** "That the Board accepts and approves the 2024 Financial Audit results and reports as presented."

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

- ii. **Engagement of Eckert Seamans:** to provide legal services related to environmental law issues specific to real estate sales. The Board previously requested additional review of potential property sales agreements.

**Action:** "The Board approves the engagement of Eckert Seamans to provide review of potential property sales agreements."

**Motion:** J O'Connell **Second:** C Brewer **Approved**

- iii. **Buckingham Tank Rehabilitation Project:** Five bids were received on March 6, 2025. Entech Engineering has provided a Bid Certification and recommends Bid Award to the low bidder, Worldwide Industries Corporation.

**Action:** “That the Board authorizes Notice of Intent to Award and preparation and execution of the Agreement with Worldwide Industries Corporation for the Buckingham Tank Rehabilitation Project in the amount of \$452,842.00 contingent upon the receipt of acceptable Performance and Payment Bonds, Certificates of Insurance, executed Agreements, and other information as identified in the Contract Documents.”

**Motion:** J McCloud **Second:** J O’Connell **Approved**

- iv. **Buckingham Tank Rehabilitation Project:** Entech Engineering issued Request for Proposal for Construction Phase inspection services for construction observation for the rehabilitation project. Entech recommends approval of a professional service agreement with Doug Declerk for these services. EAWA has worked with Mr. Declerk in the past. Contingent approval is recommended by staff pending the award of the construction contract.

**Action:** “That the Board contingently approves the professional services of Doug Declerk in the amount of \$29,935.00 for the Buckingham Rehabilitation Project, subject to award of the construction contract.”

**Motion:** J O’Connell **Second:** C Brewer **Approved**

- b. **Operations Manager’s Report:** Bock presented the board with his monthly report.

- i. **President’s Award – Partnership for Safe Water:** EAWA has been selected to receive this year’s award, only the 19<sup>th</sup> such award in Pennsylvania. It will be presented at the Pennsylvania AWWA State Conference in May and also at the Denver National AWWA Conference in June. The Partnership for Safe Water is a national initiative developed by the U.S. Environmental Protection Agency, the American Water Works Association, and four other prestigious drinking water organizations. The Partnership's mission is to improve the quality of water delivered to customers by optimizing water treatment system operations.

- b. **Engineer’s Report:** Poplar Street Project: Working on individual hook ups. Locust Street is next. High Street permits have been submitted for directional drilling under the train tracks. Treatment Plant Upgrades: Membranes will be purchased directly through COSTARS. An additional permit has been submitted for a 3<sup>rd</sup> membrane skid added to the project. Well 6&7: Will prepare design documentation. Distribution Study and Water Storage Model: Will update GIS information on the model. Water Allocation Permit Study: A 10-year study which includes monitoring the flow at both locations on Back Run and Conewago Creek including biological study.

**5. UNFINISHED BUSINESS:** None

**6. NEW BUSINESS:** None

**7. BOARD MEMBER'S REMARKS:** Sheidy remarked that he attended a Board Member training session which was insightful. He also asked for an update regarding an additional water supply. Becker replied that the next step will be additional testing. McCloud gave his congratulations to the staff for the National Award and clean audit. Brewer commented that the staff made it happen with their efforts through the entire year. Treese commented on Becker's retirement that he couldn't say enough for what he has done for the authority during his career with EAWA.

**8. EXECUTIVE SESSION:** An executive session was held after the regular meeting.

**9. ADJOURN: 7:32 PM**

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

**Motion:** J McCloud **Second:** J O'Connell **Approved**

Respectfully submitted,

D. Becker, PE, Authority Manager

***Approved at 5/12/2025 Meeting***

**EAWA BOARD MEETING MINUTES  
APRIL 14, 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: Rick Erb, Rich Sheidy, Jeff McCloud, Chuck Brewer and John O'Connell. Also present: Austin Calaman, Authority Manager; Jeffrey Shank, Solicitor; Michele Powl, Business Manager; and Donna Bissinger, Admin Assistant; Not present: Keith Murphy and Chuck Brewer, Board members; Jason Bock, Operations Manager and Michael Krieger, Engineer. Members of the public: Del Becker

**2. PLEDGE OF ALLEGIANCE TO THE FLAG:**

**3. PUBLIC COMMENT:** None

**4. APPROVAL OF PREVIOUS MINUTES:**

**Action:** "That the Board approves the WS Meeting Minutes of 03/05/2025 and Board Meeting Minutes of 03/10/2025, as presented."

**Motion:** J O'Connell    **Second:** J McCloud    **Approved**

**5. REPORTS:**

**a. Manager's Report:**

**i. Resolution 2025-8 – CRIM Signature Authority**

**Action:** "That the Board approves Resolution 2025-8 authorizing and approving Officers to execute official documents related to Cash Reserve Management (CRIM) Agreement and appointment of Fulton Financial Advisors as manager of the Account. This action is necessary to replace Del Becker with Austin Calaman in management of the CRIM fund."

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

**ii. PENNVEST Payment Request Application #1**

**Action:** "The Board approves submission of the Payment Request #1 to PENNVEST in the amount of \$689,489.42, which reimburses EAWA expenses to date for engineering, legal, and Phase 1 construction expenses for the Cast Iron Main Replacement Project."

**Motion:** J O'Connell    **Second:** J McCloud    **Approved**

**iii. Appointment of Austin Calaman as Authority Right to Know Law Official**

**Action:** "The Board appoints Austin Calaman as the Authority's Right to Know Law Official."

**Motion:** J McCloud      **Second:** J O'Connell      **Approved**

- iv. **Authorization to add S Locust Street to the Ebersole Excavating contract for water main replacement**

**Action:** "The Board approves the addition of S Locust Street to the Ebersole Excavating contract to coordinate water main replacement with the paving project scheduled by Elizabethtown Borough."

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

- v. **Revised Personnel Policy Manual:** available for distribution and review;
- vi. **Acceptance of bill of sale for Conoy Crossing, L.P. Phases 4-5 of water lines:**

**Action:** "The Board accepts for dedication the water lines for phases 4-5 as set forth in the Bill of Sale from Conoy Crossing, L.P developer to the authority."

**Motion:** J O'Connell      **Second:** J McCloud      **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*) (03/25/25)** distributed with package (\$103,264.25 for balance);
- ii. **Paid Bill Detail (*Capital Fund*) (03/25/25)** distributed with package (\$4,850.50 for balance);
- iii. **Paid Bill Detail (*Developers Escrow Fund*) (03/25/25)** distributed with package (\$351.00 for balance);
- iv. **Statement of *Operating* Revenues & Expenditures** for period of MARCH YTD, distributed with package. Balance: \$765,879.31, Expenditures: \$227,591.73 & Income: \$45,271.56;
- v. **Statement of *Capital* Revenues & Expenditures** for period of MARCH YTD, distributed with package. Balance: \$10,503,299.92, Expenditures: \$1,255,359.44 & Income: \$130,438.25.

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

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

**6. UNFINISHED BUSINESS:**

**7. NEW BUSINESS:**

**a. Consideration of consulting agreement with Del Becker**

**Action:** "The Board approves the consulting agreement with Del Becker."

**Motion:** J O'Connell **Second:** Entire Board **Approved**

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

**Action:** "That the Board pays bills listed on statement of Unpaid *Operating* Fund Bills Detail totaling \$106,851.14 (04/14/25), Unpaid *Capital* Fund Bills Detail totaling \$1,084,060.30 (04/14/25) and Unpaid *Developer Escrow* Fund Bills Detail totaling \$159.00 (04/14/25)."

**Motion:** J McCloud **Second:** J O'Connell **Approved**

**9. BOARD MEMBER'S REMARKS:** McCloud welcomed Austin as the new Authority Manager. O'Connell inquired about an ordinance the Borough is proposing to require all buried abandoned lines to be removed from underground. The EAWA Board will send a letter of their concerns for the Borough to review..

**10. EXECUTIVE SESSION:** None

**11. ADJOURN:** 7:08 PM

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

**Motion:** J McCloud **Second:** J O'Connell **Approved**

Respectfully submitted,

A. Calaman Authority Manager

**Approved at 5/12/2025 Meeting**

**EAWA BOARD MEETING MINUTES  
May 12, 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: Jeff McCloud, Rich Sheidy, Chuck Brewer and Keith Murphy. Also present were Austin Calaman, Authority Manager; Jeffrey Shank, Solicitor; Jason Bock, Operations Manager; Michael Krieger, Engineer; Michele Powl, Business Manager and Donna Bissinger Admin Assistant. Not present: Rick Erb, Board Member 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 WS Meeting Minutes of 04/02/2025 and Board Meeting Minutes of 04/14/2025, as presented."

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

**5. REPORTS:**

**a. Manager's Report:**

**i. PENNVEST Payment Request Application #2**

**Action:** "The Board approves submission of the Payment Request #2 to PENNVEST in the amount of \$ \$390,563.45, which reimburses EAWA expenses for engineering, legal, and Phase 1 construction expenses for the Cast Iron Main Replacement Project."

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

**ii. HRG proposal for Phase 4**

**Action:** "The Board approves HRGs professional services agreement for phase 4 of the cast iron main replacement project funded through PENNVEST."

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

**iii. Mixer – Groff Tank:** Operations staff worked with Kappe Associates Inc (KAI) to price out a mixer, with installation, at the Groff Tank. This is COSTARS pricing and was included in the capital budget for this year.

**Action:** "The Board approves the proposal from Kappe Associates Inc for the Groff Tank mixer and installation at a price of \$31,900.00 through COSTARS."

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

- iv. **Pumping Services, Inc (PSI) proposal to replace existing membrane filters in WTP:** Operations staff, including the Authority Manager, worked with GHD to price out the replacement of the existing membrane filters at EAWA's water treatment plant due to end of life. This is COSTARS pricing and was included in the capital budget for this year. The proposal is higher than what was budgeted but the original estimate was from 2 years ago and didn't include the cost of installation.

**Action:** "The Board approves the proposal from Pumping Services, Inc for the membrane filter replacement and installation at a price of \$448,500.00 through COSTARS."

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

- v. **Update on AMI project:** EAWA, Kentrel and LB Water met last Thursday to discuss the meter replacement project. The project is currently on hold till mid-June until we can build up our meter and MXU inventory to continue. The project will proceed by categories of Borough, West Donegal Township, then Mount Joy Township. A mass notification will go out for each category, then individual letters by the schedule for installs. Kentrel was able to install 329 units in less than a month and anticipate completion by the end of this year or the beginning of next year.
  - vi. **Update on Quarry Property:** EAWA has received a draft sales agreement from the developer currently being reviewed by our solicitor and authority manager.
- b. **Operations Manager's Report:** Bock provided his monthly report for the board noting that this month three fire hydrants were hit. Two with minor damage, the third had to be replaced. He also reported that the water level at Rheem's wells have risen significantly while our remaining wells have not.
  - c. **Engineer's Report:** Kreiger reviewed permit status and progress on these current projects: Poplar St, Locust St., High St., Well 6&7, Membrane Project, Distribution Study to update the GIS System and the Back Run and Conewago Creek metering plan.
  - d. **Financial Reports:**
    - i. Paid Bills Detail (*Operating Fund*) (04/25/25) distributed with package (\$73,509.64 for balance).
    - ii. Paid Bill Detail (*Capital Fund*) (04/25/25) distributed with package (\$106,241.35 for balance).

- iii. Statement of *Operating* Revenues & Expenditures for period of APRIL YTD, distributed with package. Balance: \$1,152,353.59 Expenditures: \$620,249.40 & Income: \$1,028,372.92.
- iv. Statement of *Capital* Revenues & Expenditures for period of APRIL YTD, distributed with package. Balance: \$9,633,485.59, Expenditures: \$1,190,599.65 & Income: \$321,030.65.

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

**Motion:** K Murphy **Second:** J McCloud **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 \$29,076.12 (05/12/25), Unpaid *Capital* Fund Bills Detail totaling \$697,094.97 (05/12/25) and Unpaid *Developer Escrow* Fund Bills Detail totaling \$1,614.50 (05/12/25)."

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

**8. BOARD MEMBER'S REMARKS:** Brewer asked about our Zoom capability for EAWA's board meetings and how the interview process was going for an Administrative Assistant. Powl remarked that they will be holding interviews next week. McCloud welcomed Murphy back from his absence and Sheidy commented on the new authority manager's impressive capabilities. Murphy expressed his condolences for the recent passing of board member John O'Connell and Treese commented on O'Connell's obituary on Penn Live.

**10. EXECUTIVE SESSION:** A brief session was held.

**11. ADJOURN: 7:42 PM**

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

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

Respectfully submitted,

A Calaman, Authority Manager

**Approved at 6/09/2025 Meeting**

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

<b>Municipality</b>	<b>Class 1</b>	<b>Class 2</b>	<b>Class 3</b>	<b>Other</b>	<b>Total</b>
Columbia Borough	22	0	8	0	30
Conoy Township	11	3	9	0	23
Dauphin County - Conewago Township	3	0	0	0	3
Dauphin County - Londonderry Township	1	0	0	0	1
Dauphin County - Other	0	0	0	0	0
East Donegal Township	28	7	21	8	64
East Hempfield Township	0	0	0	0	0
Elizabethtown Borough	55	21	48	27	151
Lebanon County	3	0	0	0	3
Manheim Borough	1	0	0	0	1
Manor Township	1	0	0	0	1
Marietta Borough	5	6	13	0	24
Mount Joy Borough	22	0	3	0	25
Mount Joy Township	41	13	39	1	94
Mountville Borough	0	0	0	0	0
Penn Township	2	0	0	0	2
Rapho Township	10	2	8	0	20
West Donegal Township	61	22	54	1	138
West Hempfield Township	5	0	2	0	7
York County	8	1	1	0	10
<b>Total Dispatches</b>	<b>279</b>	<b>75</b>	<b>206</b>	<b>37</b>	<b>597</b>

Dauphin County - other: Royalton Borough



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

<b>Municipality</b>	<b>Class 1</b>	<b>Class 2</b>	<b>Class 3</b>	<b>Other</b>	<b>Total</b>
Columbia Borough	126	12	44	0	<b>182</b>
Conoy Township	67	10	42	0	<b>119</b>
Dauphin County - Conewago Township	7	1	1	0	<b>9</b>
Dauphin County - Londonderry Township	19	3	6	0	<b>28</b>
Dauphin County - Other	2	0	0	0	<b>2</b>
East Donegal Township	152	36	125	19	<b>332</b>
East Hempfield Township	6	1	0	0	<b>7</b>
Elizabethtown Borough	306	87	257	122	<b>772</b>
Lebanon County	4	0	2	0	<b>6</b>
Manheim Borough	2	0	0	0	<b>2</b>
Manor Township	6	3	1	0	<b>10</b>
Marietta Borough	52	19	63	0	<b>134</b>
Mount Joy Borough	108	12	24	0	<b>144</b>
<b>Mount Joy Township</b>	<b>255</b>	<b>57</b>	<b>175</b>	<b>19</b>	<b>506</b>
Mountville Borough	1	0	1	0	<b>2</b>
Penn Township	3	0	0	0	<b>3</b>
Rapho Township	66	9	19	0	<b>94</b>
West Donegal Township	330	81	248	3	<b>662</b>
West Hempfield Township	35	7	16	0	<b>58</b>
York County	38	2	9	0	<b>49</b>
<b>Total Dispatches</b>	<b>1585</b>	<b>340</b>	<b>1033</b>	<b>163</b>	<b>3,121</b>

Dauphin Co. "Other" = Royalton Borough

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

**Incident Type**

Medical	2,724
Public Service	49
Cardiac Arrest (class 1)	43
Vehicle Accident	115
Fire call	30
Gas leak	0
EMS activity	55
Routine Transport	105

<b><u>Mututal Aid</u></b>	<b><u>Covered</u></b>	<b><u>Assisted</u></b>
---------------------------	-----------------------	------------------------

Dauphin Medic 4	0	0
Dauphin Medic 7-3 (SCEMS)	22	1
Lancaster EMS (06)	4	0
Lebanon County	1	0
Penn State Life Lion EMS (77)	307	54

**Receiving Facility**

**Disposition**

Penn Medicine Lancaster General	1,112	Cancelled	147
Penn State - Hershey	568	DOA	23
Penn State - Lancaster	475	No patient found	126
UPMC - Osteo (Harrisburg)	3	Non-Treat/Transport	249
UPMC - Lititz	23	Recalled	163
UPMC - Harrisburg	6	Standby (fire, sporting event, special event)	24
UPMC - York Memorial	3	Transported	2,213
Wellspring Ephrata Community Hospital	1	Treat/no transport	14
Wellspring Good Samaritan Hospital	1	Other	162
Wellspring York	13		
Other	8		



**GREATER ELIZABETHTOWN AREA RECREATION & COMMUNITY SERVICES  
BOARD MEETING MINUTES  
WEST DONEGAL TOWNSHIP  
APRIL 15, 2025 AT 7:00 PM**

**BOARD MEMBERS  
IN ATTENDANCE:**

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

**BOARD MEMBERS ABSENT:** Michael Brubaker, East Donegal Township  
Lindsay Norris, West Donegal Township

**VISITORS IN ATTENDANCE:** Jeff Shank, Nikolaus & Hohenadel, LLP  
Matthew Crème, Nikolaus & Hohenadel, LLP

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

**1. CALL TO ORDER**

Chair Kroesen called the meeting to order at 7:00 pm and immediately called an Executive Session to address the GEARS Agreement with our legal counsel.

**2. New Board Member:** Mr. Kroesen Introduced and welcomed Alissa Eby to the GEARS Board. Alissa represents Elizabethtown Borough.

**3. PUBLIC COMMENT**

No public comment.



#### 4. Board Minutes

**Mr. Shubert moved to approve the March 18, 2025 Board Minutes. Mr. Kaylor was second. Motion unanimously carried. The March 18, 2025 Board Minutes approved as submitted.**

#### 5. FINANCIAL REPORT

Mr. Wendel reported that our Truist and ENB accounts have a total balance of \$1,256,263 as of 4/10/2025.

**Mr. Reed moved to approve the March 2025 Financial Report. Mr. Hynicker was second. Motion unanimously carried. The March 2025 Financial Report approved as submitted.**

#### 6. COMMITTEE REPORTS

- **Executive Committee:**  
No report
- **Finance Committee:**  
No Report
- **Personnel Committee:**  
No report
- **Program Committee:**  
No report
- **Facilities Committee:**

The Facilities Committee met on 4/1/2025.

**Mr. Kaylor moved to approve the minutes from the Facilities Committee Meeting. Ms. Good was second. Motion unanimously carried. The April 1, 2025 Facilities Committee Minutes approved as submitted.**

- **Sponsorship Committee:**  
No report



## 7. EXECUTIVE DIRECTOR REPORT

- **Second Floor Renovations:** Mr. Wendel reported that the cost of the project has been finalized. Gordian provided a discount in the amount of \$12,279.07. The overall cost of the project including the design plan is \$1,705,901.93. The funding of this project was discussed including reviewing existing funds and anticipated funds through the end of the year. We are in position to cover this expense while maintaining a checking balance of over \$300,000. This will enable GEARS to establish a two to three month reserve to assist with unexpected expenditures. As part of this effort to increase our savings through our high interest money market account, it was recommended that \$50,000 be transferred from our ENB checking account to our ENB Money Market account.

**Mr. Reed moved to approve the transfer of \$50,000 from the ENB checking account to the ENB Money Market account. Mr. Kaylor was second. Motion unanimously carried.**

- **Facility Use Agreement:** Mr. Wendel shared the draft Facility Use Agreement that was discussed with the Facilities Committee. The draft will require further revisions based on feedback received from DCNR regarding the LWCF that were used to develop Poplar Street Park in 1983. DCNR requires that any fees established for use must be comparable to what others are providing in the area for similar facilities. Additional language must be added regarding public access and the placement of sheds and other structures on the premises. This will be discussed with the EACSA since the language in our Lease Agreement must be updated as well.
- **Partnership Development:** Mr. Wendel reported that the Penn Medicine Agreement was executed. This annual agreement is valued at \$10,000. Additionally, Market Street Sports Group secured its first partner, Wheatland FCU for GEARS valued at over \$10,000 over three years. They are our Outdoor Rink Sponsor. Windscreens with their name will be placed on the fencing around the rink to recognize them. Currently, GEARS partnership development has generated over \$66,000 through the first quarter.
- **Recreation:** Mr. Wendel highlighted a few programs and events from the month including Eggstravaganza, our annual Easter egg hunt. Although it was cloudy and damp, the event attracted over 2,000 participants to the Elizabethtown Borough Community Park. Upcoming events were highlighted including our annual golf tournament on 4/25 which is used to raise funds for the recreation department. Additionally, several customer testimonials were shared from a variety of program and event participants.
- **Kids Center:** Mr. Wendel reported that enrollment has remained consistent with a total of 148 children in our programs including the following: (26) Bainbridge, (30) East High, (48) Bear Creek, (24) Kindergarten and (20) Preschool. Currently, we have 123 students registered for Summer Camp. We plan to cap it at about 125. Upcoming events include an intergenerational luncheon (4/21) with our senior center participants and an Earth Day Celebration (4/22).



- **Senior Center:** Mr. Wendel reported that there were 21 service days in March. We averaged 34 seniors a day with a total of 98 different seniors served during the month. Our lunch program served 24 seniors daily and we attracted six new seniors during the month. Our Center without Walls Program served 27 seniors. The lunch menu and program schedule for April was shared along with some testimonials from our seniors.

## 8. BOARD COMMENTS

Mr. Dunn inquired about the status of the Employee Handbook updates.

## 9. EXECUTIVE SESSION

An executive session was held at the start of the meeting to discuss the GEARS Agreement.

## 10. NEXT MEETING:

The GEARS Board will meet on Tuesday, May 20 at 7 pm at the GEARS Community Center.

## 11. ADJOURNMENT

Chairman Kroesen adjourned the meeting at 8:30 pm

Respectfully submitted,

*David A. Wendel*

Executive Director

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

**ASSETS**

**Current Assets**

Ckg - Truist ...3077	\$ 79,526.08
MM - Truist ...4799	104,374.00
MM - ENB ...5216	770,638.23
Ckg - ENB #1397986	397,281.74
Clearing - ACH & Credit Cards	(4,149.47)
MMB - ENB #1397995	0.00
Petty Cash	575.00
CRC - ENB #1398007	25,672.44
Grant - ENB #5098077	32,815.99
HRA - ENB #1398016	2,300.42
CARES Grant - ENB ...5460	2,505.00
Bequest - ENB #806751	23,120.90
Legal- ENB #806707	14,445.86
ENB-Maintenance Fund #1282	41,570.23
GEARS Reinvestment-ENB#7170	14,778.38
Clearing	0.00
Prepaid Expenses	0.00
Accounts Receivable	9,901.30

**Total Current Assets**

**1,515,356.10**

**Property and Equipment**

Leasehold Improvements/Center	535,401.00
A/D - Lshld Imprv - Center	(433,989.00)
Leasehold Improvements/Rec	98,262.00
A/D - Lshld Improv - Rec	(70,272.00)
Equipment	79,377.00
A/D - Equipment	(68,846.00)
Furniture/Fixtures	53,962.00
A/D - Furniture/Fixtures	(53,962.00)
Leasehold Improve-Poplar	130,714.00
A/D-Leashold Improve Poplar	(46,419.00)

**Total Property and Equipment**

**224,228.00**

**Total Assets**

**\$ 1,739,584.10**

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

**LIABILITIES AND CAPITAL**

<b>Liabilities</b>		
Deferred Revenue	\$	0.00
Accounts Payable		1,368.64
Accrued payroll		17,280.70
Civic Plus - Gift Cards		0.00
Civic Plus - Refunds		0.00
Civic Plus - User Credit		0.00
		0.00
<b>Total Liabilities</b>		<b>18,649.34</b>
<b>Capital</b>		
Capital Reserve		21,871.66
Grant   STARS		10,974.65
Grant   Armstrong gym floor		100,000.00
Grant   Office of Aging		0.00
GEARS Reinvestment Fund-Disb		(257,301.22)
Grant   Nutrition		3,770.62
Grant   PA OCD-Workforce		0.00
Grant   Continuous Quality		0.00
Grant   PA Cares Funding		0.00
General Fund		1,557,947.74
Net Income		283,671.31
		283,671.31
<b>Total Capital</b>		<b>1,720,934.76</b>
<b>Total Liabilities &amp; Capital</b>	<b>\$</b>	<b>1,739,584.10</b>

# Greater Elizabethtown Area Recreation & Community Services

## *Income Statement - Summary*

For the Four Months Ending April 30, 2025

	Budget	Month	Year to Date	Variance
<b>Revenues</b>				
Administration	408,205.00	95,009.21	216,519.73	(191,685.27)
Recreation	434,000.00	46,973.01	188,172.96	(245,827.04)
Child Care	1,022,000.00	91,830.40	346,033.66	(675,966.34)
Senior Center	119,900.00	13,703.79	36,690.52	(83,209.48)
Poplar Street Park	42,350.00	0.00	24,875.00	(17,475.00)
Community Center	50,343.00	0.00	55,093.00	4,750.00
Fundraisers	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>2,076,798.00</b>	<b>247,516.41</b>	<b>867,384.87</b>	<b>(1,209,413.13)</b>
<b>Expenses</b>				
Administration	427,740.00	25,917.94	120,640.67	307,099.33
Recreation	441,615.00	36,019.27	119,888.30	321,726.70
Child Care	898,500.00	67,594.65	269,953.80	628,546.20
Senior Center	163,650.00	13,558.91	44,368.02	119,281.98
Poplar Street Park	47,950.00	2,418.44	10,365.45	37,584.55
Community Center	97,343.00	7,396.83	18,497.32	78,845.68
Capital Improvement	0.00	0.00	0.00	0.00
Fundraisers	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	<b>2,076,798.00</b>	<b>152,906.04</b>	<b>583,713.56</b>	<b>1,493,084.44</b>
<b>Net Income</b>	<b>0.00</b>	<b>94,610.37</b>	<b>283,671.31</b>	<b>(283,671.31)</b>

### *Income Summary - By Department*

Administration	(19,535.00)	69,091.27	95,879.06	(115,414.06)
Recreation	(7,615.00)	10,953.74	68,284.66	(75,899.66)
Child Care	123,500.00	24,235.75	76,079.86	47,420.14
Senior Center	(43,750.00)	144.88	(7,677.50)	(36,072.50)
Poplar Street Park	(5,600.00)	(2,418.44)	14,509.55	(20,109.55)
Community Center	(47,000.00)	(7,396.83)	36,595.68	(83,595.68)
Capital Improveme	0.00	0.00	0.00	0.00
Fundraisers	0.00	0.00	0.00	0.00
<b>Total Net</b>	<b>0.00</b>	<b>94,610.37</b>	<b>283,671.31</b>	<b>(283,671.31)</b>

# Greater Elizabethtown Area Recreation & Community Services

## *Income Statement*

**For the Four Months Ending April 30, 2025**

		Budget	Month	Year to Date	Variance
<b>Revenues</b>					
<b>Administration</b>					
4000-00	Contribution/Munici	365,705.00	91,426.26	190,352.52	(175,352.48)
4003-00	Donations	20,000.00	0.00	8,264.46	(11,735.54)
4005-00	Brochure Advertisin	7,500.00	900.00	6,275.00	(1,225.00)
4008-00	Interest Income	15,000.00	2,682.95	11,627.75	(3,372.25)
	<b>Total Administratio</b>	<b>408,205.00</b>	<b>95,009.21</b>	<b>216,519.73</b>	<b>(191,685.27)</b>
<b>Recreation</b>					
4010-01	Registration Fees/Stu	125,000.00	12,733.00	56,510.98	(68,489.02)
4011-01	Registration Fees/Ad	110,000.00	7,724.39	46,400.63	(63,599.37)
4012-01	Summer Playground	34,000.00	4,310.00	16,010.00	(17,990.00)
4013-01	Summer Camp Fees	12,000.00	5,925.00	9,920.00	(2,080.00)
4014-01	Special Events	25,000.00	2,025.00	9,074.00	(15,926.00)
4015-01	Donations/Grants	80,000.00	11,125.00	33,826.24	(46,173.76)
4016-01	Bus Trips/Adult	30,000.00	2,229.00	12,235.99	(17,764.01)
4018-01	Credit Card transacti	18,000.00	901.62	4,195.12	(13,804.88)
	<b>Total Recreation</b>	<b>434,000.00</b>	<b>46,973.01</b>	<b>188,172.96</b>	<b>(245,827.04)</b>
<b>Child Care</b>					
4030-02	Summer Camp Fees	220,000.00	150.00	5,650.00	(214,350.00)
4031-02	Before/After School	440,000.00	49,354.69	193,898.76	(246,101.24)
4035-02	Preschool Fees	145,000.00	14,424.50	54,868.96	(90,131.04)
4036-02	Kindergarten Fees	180,000.00	17,239.64	68,195.96	(111,804.04)
4034-02	Fundraising	3,000.00	2,951.00	3,976.00	976.00
4037-02	EASD School Surch	15,000.00	1,309.92	5,623.33	(9,376.67)
4039-02	Activity Fee (Trips/E	19,000.00	6,400.65	13,820.65	(5,179.35)
	<b>Total Child Care</b>	<b>1,022,000.00</b>	<b>91,830.40</b>	<b>346,033.66</b>	<b>(675,966.34)</b>
<b>Senior Center</b>					
4050-03	Daily Senior Donatio	8,400.00	234.30	1,643.31	(6,756.69)
4051-03	Office of Aging	96,900.00	9,186.49	27,001.69	(69,898.31)
4052-03	Fundraising	12,000.00	4,183.00	5,990.50	(6,009.50)
4053-03	Donations	2,600.00	100.00	2,055.02	(544.98)
	<b>Total Senior Center</b>	<b>119,900.00</b>	<b>13,703.79</b>	<b>36,690.52</b>	<b>(83,209.48)</b>

# Greater Elizabethtown Area Recreation & Community Services

## *Income Statement*

**For the Four Months Ending April 30, 2025**

		Budget	Month	Year to Date	Variance
<b>Poplar Street Park</b>					
4080-06	Poplar St Park Fees	5,400.00	0.00	675.00	(4,725.00)
4081-06	Utilities Costs Reim	8,000.00	0.00	0.00	(8,000.00)
4083-06	Municipal Contributi	28,950.00	0.00	24,200.00	(4,750.00)
	<b>Total Poplar Street</b>	<b>42,350.00</b>	<b>0.00</b>	<b>24,875.00</b>	<b>(17,475.00)</b>
<b>Community Center</b>					
4090-07	Municipal Contributi	50,343.00	0.00	55,093.00	4,750.00
	<b>Total Poplar Street</b>	<b>50,343.00</b>	<b>0.00</b>	<b>55,093.00</b>	<b>4,750.00</b>
<b>Fundraisers</b>					
	<b>Total Fundraisers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Revenues</b>	<b>2,076,798.00</b>	<b>247,516.41</b>	<b>867,384.87</b>	<b>(1,209,413.13)</b>

# Greater Elizabethtown Area Recreation & Community Services

## *Income Statement*

For the Four Months Ending April 30, 2025

		Budget	Month	Year to Date	Variance
<b>Expenses</b>					
<b>Administration</b>					
6000-00	Administration	174,940.00	13,486.48	58,782.62	116,157.38
6001-00	FT Admin Assistant	41,100.00	3,161.54	12,603.62	28,496.38
6002-00	Part-Time Facility St	21,600.00	1,458.05	5,864.08	15,735.92
6003-00	Accounting Compen	26,000.00	1,988.00	8,072.42	17,927.58
6005-00	Benefits	39,000.00	2,802.36	11,347.30	27,652.70
6006-00	Payroll Taxes/Admin	20,600.00	1,417.04	6,583.96	14,016.04
6007-00	Insurance	60,000.00	1,805.00	40,453.60	19,546.40
6008-00	Professional Services	11,000.00	0.00	1,150.00	9,850.00
6009-00	Staff Development	15,000.00	216.77	2,561.62	12,438.38
6011-00	Transportation	6,000.00	400.37	949.85	5,050.15
6012-00	Postage	10,000.00	3,386.91	6,502.59	3,497.41
6013-00	Printing	11,500.00	3,207.11	6,421.48	5,078.52
6015-00	Office Supplies	8,500.00	669.62	2,531.68	5,968.32
6016-00	Maintenance Service	10,000.00	1,183.38	2,969.28	7,030.72
6017-00	Computer Services/S	10,000.00	409.19	1,777.34	8,222.66
6018-00	Dues & Subscription	4,500.00	447.37	1,841.49	2,658.51
6019-00	Credit Card Transact	1,000.00	111.18	338.35	661.65
6021-00	Legal Fees	5,000.00	264.00	264.00	4,736.00
6022-00	Advertising/Marketi	3,000.00	0.00	550.80	2,449.20
6023-00	Telephone	10,000.00	918.79	2,916.37	7,083.63
6024-00	Office Equipment Le	10,500.00	(92.24)	2,541.16	7,958.84
6025-00	Office Equip Repairs	6,500.00	0.00	1,097.84	5,402.16
6026-00	Licenses & Fees	2,000.00	75.90	346.70	1,653.30
6090-00	Contribution from D	(80,000.00)	(11,398.88)	(57,827.48)	(22,172.52)
	<b>Total Administratio</b>	<b>427,740.00</b>	<b>25,917.94</b>	<b>120,640.67</b>	<b>307,099.33</b>
<b>Recreation</b>					
6100-01	Recreation Dir/Prog	113,000.00	8,669.24	34,550.43	78,449.57
6101-01	Benefits	12,000.00	825.58	3,359.66	8,640.34
6102-01	Payroll Taxes/Recrea	20,000.00	979.08	4,453.57	15,546.43
6103-01	Summer Playground	43,000.00	81.00	156.00	42,844.00
6104-01	Adult Programs	45,000.00	9,513.02	14,166.65	30,833.35
6105-01	Youth Programs	60,000.00	3,292.09	16,827.46	43,172.54
6106-01	Summer Camp Progr	12,000.00	0.00	0.00	12,000.00
6112-01	Adult & Youth: Facil	34,000.00	1,955.00	4,950.00	29,050.00
6113-01	Bus Trips/Adult	25,000.00	4,475.00	7,199.30	17,800.70
6114-01	Special Events/Adult	20,000.00	1,147.89	3,624.41	16,375.59
6116-01	Contribution to Adm	30,000.00	4,295.23	21,790.07	8,209.93
6117-01	CivicRec Annual Fee	6,615.00	0.00	6,615.01	(0.01)
6118-01	Credit Card Transact	18,000.00	786.14	2,195.74	15,804.26
6119-01	Overtime	3,000.00	0.00	0.00	3,000.00
	<b>Total Recreation</b>	<b>441,615.00</b>	<b>36,019.27</b>	<b>119,888.30</b>	<b>321,726.70</b>

# Greater Elizabethtown Area Recreation & Community Services

## *Income Statement*

**For the Four Months Ending April 30, 2025**

		Budget	Month	Year to Date	Variance
<b>Child Care</b>					
6120-02	Kindergarten Staff	80,000.00	8,628.02	35,017.91	44,982.09
6121-02	Kindergarten Supplie	4,000.00	24.18	142.37	3,857.63
6122-02	Kindergarten Food S	4,000.00	382.80	1,654.30	2,345.70
6124-02	Kindergarten Transp	32,000.00	3,675.00	11,025.00	20,975.00
6125-02	Online Pymt fees/Sof	4,000.00	0.00	0.00	4,000.00
6130-02	Director/Asst Direct	113,000.00	8,657.08	34,503.95	78,496.05
6132-02	Summer Staff Wages	130,000.00	0.00	0.00	130,000.00
6133-02	Before/After School	230,000.00	21,540.58	82,930.63	147,069.37
6134-02	Benefits	48,000.00	3,694.21	15,066.76	32,933.24
6135-02	Payroll Taxes/Child	55,000.00	3,848.46	17,591.67	37,408.33
6136-02	Summer Supplies	4,000.00	0.00	0.00	4,000.00
6137-02	Summer Food Suppl	5,000.00	0.00	0.00	5,000.00
6138-02	Before/After Supplie	4,000.00	151.05	377.90	3,622.10
6139-02	Before/After Food S	8,000.00	482.17	1,747.46	6,252.54
6140-02	Summer/BA Field Tr	19,000.00	0.00	0.00	19,000.00
6141-02	Education	3,500.00	106.70	437.89	3,062.11
6142-02	Fundraising	3,000.00	1,964.00	2,697.00	303.00
6145-02	School Surcharge	15,000.00	0.00	4,313.41	10,686.59
6146-02	Preschool Staff Wag	80,000.00	6,736.40	23,832.24	56,167.76
6147-02	Preschool Supplies	4,000.00	150.44	298.22	3,701.78
6148-02	Preschool Food Supp	3,000.00	382.80	1,624.58	1,375.42
6149-02	Contribution to Adm	50,000.00	7,103.65	36,037.41	13,962.59
6150-02	Overtime	0.00	67.11	655.10	(655.10)
	<b>Total Child Care</b>	<b>898,500.00</b>	<b>67,594.65</b>	<b>269,953.80</b>	<b>628,546.20</b>
<b>Senior Center</b>					
6150-03	Director Compensat	82,000.00	6,355.80	25,292.21	56,707.79
6151-03	Part-Time Personnel	26,000.00	1,683.54	5,851.95	20,148.05
6152-03	Benefits	8,500.00	1,083.06	4,420.23	4,079.77
6153-03	Payroll Taxes/Senior	8,300.00	691.39	2,904.02	5,395.98
6154-03	Program Supplies	23,250.00	1,034.12	2,947.72	20,302.28
6155-03	Entertainment	5,800.00	0.00	0.00	5,800.00
6156-03	Fundraising Supplies	5,800.00	2,711.00	2,951.89	2,848.11
6157-03	Bus Trips	1,000.00	0.00	0.00	1,000.00
6158-03	Overtime	3,000.00	0.00	0.00	3,000.00
	<b>Total Senior Center</b>	<b>163,650.00</b>	<b>13,558.91</b>	<b>44,368.02</b>	<b>119,281.98</b>

# Greater Elizabethtown Area Recreation & Community Services

## *Income Statement*

For the Four Months Ending April 30, 2025

		Budget	Month	Year to Date	Variance
<b>Poplar Street Park</b>					
6180-06	Utilities	12,000.00	805.41	1,167.71	10,832.29
6181-06	Maintenance	28,950.00	1,613.03	9,025.68	19,924.32
6182-06	Improvements	7,000.00	0.00	172.06	6,827.94
	<b>Total Poplar Street</b>	<b>47,950.00</b>	<b>2,418.44</b>	<b>10,365.45</b>	<b>37,584.55</b>
<b>Community Center</b>					
6210-07	Comm Center - Utilit	42,000.00	4,301.13	12,123.47	29,876.53
6211-07	Comm Center - Main	50,343.00	2,110.56	5,388.71	44,954.29
6212-07	Comm Center - Impr	5,000.00	985.14	985.14	4,014.86
	<b>Total Community C</b>	<b>97,343.00</b>	<b>7,396.83</b>	<b>18,497.32</b>	<b>78,845.68</b>
<b>Fundraisers</b>					
	<b>Total Fundraisers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Capital Improvements</b>					
	<b>Total Capital Impr</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Expenses</b>	<b>2,076,798.00</b>	<b>152,906.04</b>	<b>583,713.56</b>	<b>1,493,084.44</b>
	<b>Net Income</b>	<b>0.00</b>	<b>94,610.37</b>	<b>283,671.31</b>	<b>(283,671.31)</b>



# RHEEMS FIRE DEPARTMENT

## Monthly Report - May 2025

<u>Incident Type</u>	<u>Month</u>	<u>2025</u>	<u>Municipality</u>	<u>Month</u>	<u>2025</u>
Vehicle Accidents	3	28	Conewago Township	2	2
Vehicle Entrapments	2	4	Conoy Township	0	2
Vehicle Fire	1	6	East Donegal Township	0	7
Building Fire	6	36	Elizabethtown Borough	2	9
Chimney Fire		0	Londonderry Township	0	2
Brush/Trash Fire	1	12	Marietta Borough	1	4
Technical Rescue		2	Middletown Borough	0	0
CO Incident		1	Mount Joy Borough	0	8
Gas Leak	1	4	Mount Joy Township	17	72
HAZMAT/Spill Control	3	4	Rapho Township	1	5
Investigations	3	16	West Donegal Township	6	31
Fire Alarm	3	8	West Hempfiled Township	0	1
Assist EMS	3	13	Other	1	5
Assist PD		0			
Good Intent Call		0			
Public Service	3	6			
Fire or Rescue Other		2			
Transfers/Standbys	1	6			
<b>TOTAL</b>	<b>30</b>	<b>148</b>	<b>TOTAL</b>	<b>30</b>	<b>148</b>

<u>PERSONNEL HOURS</u>	<u>MONTH</u>			<u>2025</u>			
	<u>Personnel</u>	<u>Hours</u>	<u>% Total Time</u>	<u>Personnel</u>	<u>Hours</u>	<u>% Total Time</u>	
Response to Alarms	199	86:19:00	20.98%	1073	571:25:00	19.79%	
Station Level Training	25	62:00:00	15.07%	204	476:45:00	16.51%	
Certified Training	11	27:30:00	6.68%	47	103:30:00	3.58%	
Training Preparation & Set-Up			0.00%	5	4:30:00	0.16%	
Duty Crew/Station Staffing	43	100:39:00	24.46%	390	913:59:00	31.65%	
Administration	17	27:15:00	6.62%	112	211:45:00	7.33%	
Fund Raising	9	9:15:00	2.25%	39	33:45:00	1.17%	
Fire Prevention			0.00%			0.00%	
Support Staff Functions	5	17:30:00	4.25%	5	17:30:00	0.61%	
Funeral Details			0.00%	5	10:00:00	0.35%	
Meetings	1	0:30:00	0.12%	105	149:15:00	5.17%	
Rig Checks	11	7:00:00	1.70%	236	160:10:00	5.55%	
Apparatus Maintenance	1	0:45:00	0.18%	4	8:45:00	0.30%	
Equipment Maintenance			0.00%	8	6:15:00	0.22%	
Facilities Maintenance	1	2:00:00	0.49%	19	36:45:00	1.27%	
Municipal Meetings			0.00%	3	6:45:00	0.23%	
Public Relations	23	70:45:00	17.19%	44	159:45:00	5.53%	
Work Detail			0.00%	9	16:45:00	0.58%	
<b>TOTAL</b>	<b>346</b>	<b>411:28:00</b>	<b>100.00%</b>	<b>TOTAL</b>	<b>2308</b>	<b>2887:34:00</b>	<b>100.00%</b>

Incident Number	Dispatched Incident Type	Address	Cross Streets	Response Zone
2025-137	VEHICLE ACCIDENT-ENTRAPMENT; 352-Extrication of victim(s) from vehicle	ROUTE 743	VALLEY RD	Conewago Township
2025-122	BUILDING-DWELLING-1A; 111-Building fire	340 Bellaire Rd		Conewago Township
2025-143	VEHICLE ACCIDENT-ENTRAPMENT; 352-Extrication of victim(s) from vehicle	33 S Market St		Elizabethtown Borough
2025-127	FIRE ALARM-HIGH OCCUPANCY; 745-Alarm system activation, no fire - unintentional	320 S MARKET ST		Elizabethtown Borough
2025-132	BUILDING-HIGH OCCUPANCY 1A; 111-Building fire	601 E MARKET ST		Marietta Borough
2025-147	VEHICLE ACCIDENT-CLASS 2; 322-Motor vehicle accident with injuries	CLOVERLEAF RD	SCHWANGER RD	Mount Joy Township
2025-146	INVESTIGATION-INSIDE; 651-Smoke scare, odor of smoke	310 Hereford Rd		Mount Joy Township
2025-145	MEDICAL ASSIST; 311-Medical assist, assist EMS crew	1827 Harrisburg Ave		Mount Joy Township
2025-141	VEHICLE ACCIDENT-CLASS 1; 322-Motor vehicle accident with injuries	1057 Schwanger Rd		Mount Joy Township
2025-140	VEHICLE ACCIDENT-UNKNOWN INJURY; 324-Motor vehicle accident with no injuries.	HARRISBURG AVE	CLOVERLEAF RD	Mount Joy Township
2025-139	HAZ-MAT INCIDENT-1A; 400-Hazardous condition, other	111 W Harrisburg Ave		Mount Joy Township
2025-136	PUBLIC SERVICE-FIRE; 553-Public service	MERTS DR / MANDARIN LN	Mandarin Lane	Mount Joy Township
2025-135	VEHICLE FIRE; 131-Passenger vehicle fire	ROUTE 283 W	CLOVERLEAF RD	Mount Joy Township
2025-130	TRASH FIRE; 151-Outside rubbish, trash or waste fire	2487 Cloverleaf Rd		Mount Joy Township
2025-129	FIRE ALARM-HIGH OCCUPANCY; 745-Alarm system activation, no fire - unintentional	566 Greentree Rd		Mount Joy Township
2025-128	CARDIAC ARREST; 321-EMS call, excluding vehicle accident with injury	10 Quarry Rd		Mount Joy Township
2025-126	INVESTIGATION-OUTSIDE; 651-Smoke scare, odor of smoke	245 Snyder Rd		Mount Joy Township
2025-125	BUILDING-DWELLING-1A; 111-Building fire	231 Snyder Rd		Mount Joy Township
2025-123	FIRE ALARM-RESIDENTIAL; 745-Alarm system activation, no fire - unintentional	566 Greentree Rd		Mount Joy Township
2025-121	BUILDING-BARN-1A; 111-Building fire	HARVEST RD	COLD SPRING RD	Mount Joy Township
2025-120	SPILL CONTROL; 422-Chemical spill or leak	1575 S MARKET ST		Mount Joy Township
2025-119	MEDICAL ASSIST; 311-Medical assist, assist EMS crew	1827 HARRISBURG AVE		Mount Joy Township
2025-131	BUILDING-DWELLING-1A; 111-Building fire	2881 Meadow View Rd		Rapho Township
2025-144	PUBLIC SERVICE-FIRE; 553-Public service	1278 S Market St		West Donegal Township
2025-142	INVESTIGATION-INSIDE; 651-Smoke scare, odor of smoke	50 S Aspen Dr		West Donegal Township
2025-138	GAS LEAK-1A; 412-Gas leak (natural gas or LPG)	418 MASONIC DR		West Donegal Township
2025-134	SPILL CONTROL; 422-Chemical spill or leak	1278 S Market St		West Donegal Township
2025-133	PUBLIC SERVICE-LOCK IN / OUT; 511-Lock-out	114 RIDGEFIELD DR		West Donegal Township
2025-124	BUILDING-DWELLING-1A; 111-Building fire	3473 BOSSLER RD		West Donegal Township
2025-148	STANDBY-TRANSFER-FIRE; 571-Cover assignment, standby, moveup	125 S 2nd St		Wrightsville Borough

# Rheems Fire Department

## Budget vs. Actuals: Rheems Fire Department 2025 - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
Fundraising & Donations				
121 Annual Fund Drive	55,372.60	65,200.00	-9,827.40	84.93 %
123 Fire Division Services	2,995.00	1,000.00	1,995.00	299.50 %
124 Special Contributions	3,000.00	14,800.00	-11,800.00	20.27 %
126 Miscellaneous Contributions	1,778.73	1,000.00	778.73	177.87 %
127 Memorial Contributions	50.00	250.00	-200.00	20.00 %
150 Fundraising Event Proceeds	1,080.00	1,750.00	-670.00	61.71 %
<b>Total Fundraising &amp; Donations</b>	<b>64,276.33</b>	<b>84,000.00</b>	<b>-19,723.67</b>	<b>76.52 %</b>
Grants				
184 PEMA Grants	16,322.02	16,000.00	322.02	102.01 %
<b>Total Grants</b>	<b>16,322.02</b>	<b>16,000.00</b>	<b>322.02</b>	<b>102.01 %</b>
Municipal Income				
101 MJT Operations	77,585.00	155,170.00	-77,585.00	50.00 %
104 WDT Operations	87,205.00	163,000.00	-75,795.00	53.50 %
<b>Total Municipal Income</b>	<b>164,790.00</b>	<b>318,170.00</b>	<b>-153,380.00</b>	<b>51.79 %</b>
Other Revenue				
132 Sale of Fire Department Merchandise		1,000.00	-1,000.00	
140 Dues/Applications		250.00	-250.00	
160 Interest Earned	7,123.88	12,500.00	-5,376.12	56.99 %
<b>Total Other Revenue</b>	<b>7,123.88</b>	<b>13,750.00</b>	<b>-6,626.12</b>	<b>51.81 %</b>
<b>Total Income</b>	<b>\$252,512.23</b>	<b>\$431,920.00</b>	<b>\$ -179,407.77</b>	<b>58.46 %</b>
<b>GROSS PROFIT</b>	<b>\$252,512.23</b>	<b>\$431,920.00</b>	<b>\$ -179,407.77</b>	<b>58.46 %</b>
<b>Expenses</b>				
Administrative				
281 Paper/Copier/Office Supplies	166.76	1,275.00	-1,108.24	13.08 %
282 Office Equipment	127.53	500.00	-372.47	25.51 %
283 Computer & Network Expenses	836.69	2,000.00	-1,163.31	41.83 %
287 Postage & Shipping	51.83	150.00	-98.17	34.55 %
288 Fund Raising Expenses	5,801.62	12,500.00	-6,698.38	46.41 %
290 Dues & Subscriptions	400.75	750.00	-349.25	53.43 %
292 Property & Liability Insurance	13,234.00	13,500.00	-266.00	98.03 %
293 Software	10,167.55	10,750.00	-582.45	94.58 %
294 Copier Lease	822.84	1,500.00	-677.16	54.86 %
295 Fire Department Web Site	5,211.50	5,700.00	-488.50	91.43 %
297 Legal & Accounting	1,250.00	1,250.00	0.00	100.00 %
299 Grant Preparation Expenses		2,500.00	-2,500.00	
332 Presidents Initiatives	218.80	1,500.00	-1,281.20	14.59 %
340 Social Functions	520.05	2,500.00	-1,979.95	20.80 %
341 Memorial Expenses	107.73	1,000.00	-892.27	10.77 %
342 Administrative Miscellaneous	2,528.79	5,000.00	-2,471.21	50.58 %
<b>Total Administrative</b>	<b>41,446.44</b>	<b>62,375.00</b>	<b>-20,928.56</b>	<b>66.45 %</b>

# Rheems Fire Department

## Budget vs. Actuals: Rheems Fire Department 2025 - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Apparatus</b>				
242 Engine 70 Maintenance	6,521.90	16,500.00	-9,978.10	39.53 %
243 Rescue 70 Maintenance	1,637.09	11,500.00	-9,862.91	14.24 %
244 DC 70 Maintenance	2,395.00	3,150.00	-755.00	76.03 %
245 Squad 70 Maintenance	992.84	2,500.00	-1,507.16	39.71 %
246 Tanker 70 Maintenance	9,032.27	11,500.00	-2,467.73	78.54 %
247 Fuel for Apparatus/Equipment	3,075.82	10,000.00	-6,924.18	30.76 %
249 Miscellaneous (Tools/Lubricants/Parts)	120.40	2,500.00	-2,379.60	4.82 %
250 C70 Maintenance	66.33	1,000.00	-933.67	6.63 %
<b>Total Apparatus</b>	<b>23,841.65</b>	<b>58,650.00</b>	<b>-34,808.35</b>	<b>40.65 %</b>
<b>Capital &amp; Debt Service</b>				
613 KS State Bank Principle		36,977.63	-36,977.63	
614 KS State Bank Interest		15,367.79	-15,367.79	
<b>Total Capital &amp; Debt Service</b>		<b>52,345.42</b>	<b>-52,345.42</b>	
<b>Facilities</b>				
301 Facilities Improvements	39,787.73	75,000.00	-35,212.27	53.05 %
302 Facilities Maintenance	4,400.19	10,000.00	-5,599.81	44.00 %
303 Snow Removal	3,465.70	2,500.00	965.70	138.63 %
304 Lawn Maintenance	5,422.50	5,500.00	-77.50	98.59 %
305 Appliance Purchase		1,000.00	-1,000.00	
306 Furniture Purchase	1,368.93	8,000.00	-6,631.07	17.11 %
307 Contract Cleaning	899.00	500.00	399.00	179.80 %
308 Security System Maintenance		0.00	0.00	
309 Supplies	491.78	750.00	-258.22	65.57 %
310 HVAC Maintenance	2,060.00	2,000.00	60.00	103.00 %
311 Physical Fitness	156.94	2,000.00	-1,843.06	7.85 %
312 Pest Control		500.00	-500.00	
313 Emergency Generator Maintenance		1,500.00	-1,500.00	
314 Pond Maintenance	880.00	2,750.00	-1,870.00	32.00 %
315 Appliance Maintenance		750.00	-750.00	
316 Kitchen Supplies		500.00	-500.00	
<b>Total Facilities</b>	<b>58,932.77</b>	<b>113,250.00</b>	<b>-54,317.23</b>	<b>52.04 %</b>
<b>Operations</b>				
215 Equipment Purchases	8,532.97	52,500.00	-43,967.03	16.25 %
216 PPE	280.00	1,000.00	-720.00	28.00 %
226 Equipment Repairs	6,158.19	6,000.00	158.19	102.64 %
231 Communications	1,495.00	10,000.00	-8,505.00	14.95 %
234 Chiefs Initiatives	76.34	1,500.00	-1,423.66	5.09 %
236 Miscellaneous	284.43	9,500.00	-9,215.57	2.99 %
296 I-Pads	307.80	1,500.00	-1,192.20	20.52 %
338 Food for Calls/Training		3,000.00	-3,000.00	
<b>Total Operations</b>	<b>17,134.73</b>	<b>85,000.00</b>	<b>-67,865.27</b>	<b>20.16 %</b>
<b>Personnel</b>				

# Rheems Fire Department

## Budget vs. Actuals: Rheems Fire Department 2025 - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
213 Patches/Shirts/Hats/Jackets		2,000.00	-2,000.00	
217 Fire Department Uniforms	7,065.86	4,000.00	3,065.86	176.65 %
331 Fire Department Banquet	5,850.63	9,000.00	-3,149.37	65.01 %
335 Recruitment & Retention Incentive	2,323.87	8,000.00	-5,676.13	29.05 %
337 Water/Coffee Mess	505.08	1,700.00	-1,194.92	29.71 %
<b>Total Personnel</b>	<b>15,745.44</b>	<b>24,700.00</b>	<b>-8,954.56</b>	<b>63.75 %</b>
Utilities				
321 Electric	3,832.63	12,500.00	-8,667.37	30.66 %
322 Water	145.95	500.00	-354.05	29.19 %
323 Sewer	280.00	1,000.00	-720.00	28.00 %
324 Telephones	212.01	1,600.00	-1,387.99	13.25 %
326 Natural Gas	1,755.67	3,500.00	-1,744.33	50.16 %
327 Alarm System Monitoring	3,324.00	3,500.00	-176.00	94.97 %
329 Cable/Internet	119.80	300.00	-180.20	39.93 %
<b>Total Utilities</b>	<b>9,670.06</b>	<b>22,900.00</b>	<b>-13,229.94</b>	<b>42.23 %</b>
<b>Total Expenses</b>	<b>\$166,771.09</b>	<b>\$419,220.42</b>	<b>\$ -252,449.33</b>	<b>39.78 %</b>
NET OPERATING INCOME	<b>\$85,741.14</b>	<b>\$12,699.58</b>	<b>\$73,041.56</b>	<b>675.15 %</b>
NET INCOME	<b>\$85,741.14</b>	<b>\$12,699.58</b>	<b>\$73,041.56</b>	<b>675.15 %</b>

# Rheems Fire Company Relief Association

## Budget vs. Actuals: Relief Association 2025 - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
100 Commonwealth Allocations				
1001 MJT Relief		23,500.00	-23,500.00	
1002 WDT Relief		28,000.00	-28,000.00	
1003 East Donegal Relief		3,100.00	-3,100.00	
<b>Total 100 Commonwealth Allocations</b>		<b>54,600.00</b>	<b>-54,600.00</b>	
110 Interest Income				
1101 Interest Earned on Accounts	1,963.58	2,500.00	-536.42	78.54 %
<b>Total 110 Interest Income</b>	<b>1,963.58</b>	<b>2,500.00</b>	<b>-536.42</b>	<b>78.54 %</b>
170 Equipment Sold Proceeds				
1701 Relief Equipment Sold		2,000.00	-2,000.00	
<b>Total 170 Equipment Sold Proceeds</b>		<b>2,000.00</b>	<b>-2,000.00</b>	
<b>Total Income</b>	<b>\$1,963.58</b>	<b>\$59,100.00</b>	<b>\$ -57,136.42</b>	<b>3.32 %</b>
<b>GROSS PROFIT</b>	<b>\$1,963.58</b>	<b>\$59,100.00</b>	<b>\$ -57,136.42</b>	<b>3.32 %</b>
<b>Expenses</b>				
510 - Insurance Premiums				
5101 Insurance Premiums	4,575.00	5,500.00	-925.00	83.18 %
<b>Total 510 - Insurance Premiums</b>	<b>4,575.00</b>	<b>5,500.00</b>	<b>-925.00</b>	<b>83.18 %</b>
520 - Equipment Purchased				
5207 Emergency Warning Devices		1,000.00	-1,000.00	
5218 Pager Purchases		4,000.00	-4,000.00	
5233 Fire Extinguishers		500.00	-500.00	
5238 Hose/Nozzles/Appliances		30,000.00	-30,000.00	
<b>Total 520 - Equipment Purchased</b>		<b>35,500.00</b>	<b>-35,500.00</b>	
530 - Equipment Maintenance				
5304 Cascade System Maintenance	25.00	1,500.00	-1,475.00	1.67 %
5309 SCBA Service	3,745.00	2,500.00	1,245.00	149.80 %
5310 SCBA Parts	975.35	1,500.00	-524.65	65.02 %
5319 Pager Maintenance		1,000.00	-1,000.00	
5326 Miscellaneous Relief Expenditures		2,000.00	-2,000.00	
5349 Miscellaneous (Tools/Lubricants/Parts)		500.00	-500.00	
5360 Sprinkler System Maintenance		650.00	-650.00	
<b>Total 530 - Equipment Maintenance</b>	<b>4,745.35</b>	<b>9,650.00</b>	<b>-4,904.65</b>	<b>49.17 %</b>
560 - Training Expenses				
5601 Training Classes/Programs	-1,053.00	20,000.00	-21,053.00	-5.27 %
5602 Training Equipment	313.88	3,000.00	-2,686.12	10.46 %
<b>Total 560 - Training Expenses</b>	<b>-739.12</b>	<b>23,000.00</b>	<b>-23,739.12</b>	<b>-3.21 %</b>
580 - Fire Prevention				
5801 Fire Prevention		2,500.00	-2,500.00	
<b>Total 580 - Fire Prevention</b>		<b>2,500.00</b>	<b>-2,500.00</b>	
590 - Administrative Expenses				

# Rheems Fire Company Relief Association

## Budget vs. Actuals: Relief Association 2025 - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5907 Legal & Accounting	590.00	1,700.00	-1,110.00	34.71 %
<b>Total 590 - Administrative Expenses</b>	<b>590.00</b>	<b>1,700.00</b>	<b>-1,110.00</b>	<b>34.71 %</b>
<b>Total Expenses</b>	<b>\$9,171.23</b>	<b>\$77,850.00</b>	<b>\$ -68,678.77</b>	<b>11.78 %</b>
NET OPERATING INCOME	<b>\$ -7,207.65</b>	<b>\$ -18,750.00</b>	<b>\$11,542.35</b>	<b>38.44 %</b>
NET INCOME	<b>\$ -7,207.65</b>	<b>\$ -18,750.00</b>	<b>\$11,542.35</b>	<b>38.44 %</b>



District	Alarm Date	Addresses Combined More	Incident Type
<b>Conewago Township</b>			
	5/3/2025 10:09:26 PM	340 BELLAIRE RD	Building fire
	5/21/2025 2:36:04 PM	ROUTE 743	Extrication of victim(s) from vehicle
<b>Conoy Township</b>			
	5/9/2025 3:58:43 PM	KEENER RD	Motor vehicle accident with injuries
	5/29/2025 1:54:05 AM	1897 RIVER RD	Alarm system activation, no fire - unintentional
<b>Derry Township</b>			
	5/7/2025 10:31:41 AM	1215 FISHBURN RD	Dispatched & canceled en route
<b>Elizabethtown Borough</b>			
	5/4/2025 3:20:56 PM	245 N MARKET ST	Motor vehicle accident with no injuries.
	5/5/2025 11:48:34 AM	48 W HUMMELSTOWN ST	Motor vehicle accident with injuries
	5/6/2025 1:23:58 AM	320 S MARKET ST	Alarm system activation, no fire - unintentional
	5/9/2025 12:59:57 PM	1 N MARKET ST	False alarm or false call, other
	5/9/2025 8:41:27 PM	655 N MARKET ST	Motor vehicle accident with no injuries.
	5/9/2025 11:56:47 PM	320 S MARKET ST	Municipal alarm system, malicious false alarm
	5/10/2025 1:50:49 AM	105 E WASHINGTON ST	Municipal alarm system, malicious false alarm
	5/10/2025 7:57:28 AM	320 S MARKET ST	Alarm system sounded due to malfunction
	5/11/2025 10:56:49 AM	398 N LOCUST ST	Medical assist, assist EMS crew
	5/16/2025 5:21:35 PM	S MARKET ST & W BAINBRIDGE ST	Fire Police
	5/17/2025 9:01:00 PM	S SPRUCE ST & S MARKET ST	Motor vehicle accident with no injuries.
	5/17/2025 11:59:40 PM	12 PFAUTZ CIR	Medical assist, assist EMS crew
	5/18/2025 4:26:12 PM	209 W HIGH ST	Dispatched & canceled en route
	5/19/2025 5:35:56 AM	517 S MARKET ST	Smoke detector activation due to malfunction
	5/20/2025 12:21:44 PM	38 S CHERRY ALY	Good intent call, other

	5/25/2025 9:56:13 PM	153 E HIGH ST	Dispatched & canceled en route
	5/26/2025 9:07:17 AM	S MARKET ST	Motor vehicle/pedestrian accident (MV Ped)
	5/27/2025 9:29:08 AM	723 FIELDSTONE LN	Public service assistance, other
	5/28/2025 11:28:14 AM	33 S MARKET ST	Dispatched & canceled en route
	5/28/2025 1:03:18 PM	155 S POPLAR ST	Dispatched & canceled en route
	5/28/2025 11:49:18 PM	E ORANGE ST	Electrical wiring/equipment problem, other
	5/30/2025 9:58:52 AM	106 W PARK ST	False alarm or false call, other
	5/30/2025 11:11:02 PM	81 MAYTOWN AVE	Medical assist, assist EMS crew
	5/31/2025 9:07:14 PM	413 N LOCUST ST	Power line down
<b>Londonderry Township</b>			
	5/4/2025 8:09:20 AM	3193 E HARRISBURG PK	Dispatched & canceled en route
	5/19/2025 9:09:42 AM	2924 RIVER RD	Electrical wiring/equipment problem, other
<b>Middletown Borough</b>			
	5/3/2025 7:33:57 PM	149 WILSON ST	Smoke scare, odor of smoke
	5/4/2025 8:17:31 PM	18 N PINE ST	Dispatched & canceled en route
	5/7/2025 4:14:48 PM	251 N RACE ST	Dispatched & canceled en route
	5/16/2025 7:34:57 AM	26 WOODBERRY ST	Dispatched & canceled en route
	5/22/2025 5:25:23 AM	124 WILSON ST	Dispatched & canceled en route
	5/22/2025 8:05:48 PM	238 E ROOSEVELT AVE	Dispatched & canceled en route
<b>Mount Joy Borough</b>			
	5/24/2025 11:55:49 AM	111 NEW HAVEN ST	Fire Police
<b>Mount Joy Township</b>			
	5/2/2025 7:33:13 AM	393 RIDGEVIEW RD N	Authorized controlled burning
	5/3/2025 7:28:22 PM	HARVEST RD	Dispatched & canceled en route
	5/7/2025 11:48:12 AM	231 SNYDER RD	Building fire
	5/7/2025 6:42:46 PM	452 ROCKWOOD DR	Carbon monoxide incident
	5/9/2025 8:28:25 AM	355 HERSHEY RD	Authorized controlled burning
	5/10/2025 6:22:51 AM	CLOVERLEAF RD & 230	Fire Police
	5/10/2025 9:18:03 AM	355 HERSHEY RD	Authorized controlled burning
	5/13/2025 7:11:27 AM	355 HERSHEY RD	Authorized controlled burning
	5/14/2025 8:17:11 AM	355 HERSHEY RD	Authorized controlled burning

	5/15/2025 7:40:59 AM	355 HERSHEY RD	Authorized controlled burning
	5/16/2025 3:34:54 PM	196 OLD HERSHEY RD	False alarm or false call, other
	5/17/2025 7:54:09 AM	355 HERSHEY RD	Authorized controlled burning
	5/17/2025 11:34:11 AM	BEVERLY RD & ROUTE 743	Fire Police
	5/22/2025 10:36:11 AM	111 W HARRISBURG AVE	Chemical spill or leak
	5/27/2025 9:05:27 AM	355 HERSHEY RD	Authorized controlled burning
	5/30/2025 1:20:59 AM	310 HEREFORD RD	Detector activation, no fire - unintentional
	5/30/2025 3:35:01 PM	1459 SHEAFFER RD	Public service assistance, other
<b>Rapho Township</b>			
	5/12/2025 7:55:38 PM	2935 MEADOW VIEW RD	Dispatched & canceled en route
<b>South Annville Township</b>			
	5/7/2025 5:40:49 PM	2067 HORSESHOE PIKE	Dispatched & canceled en route
<b>South Londonderry Township</b>			
	5/9/2025 7:53:31 AM	2640 PENNSYLVANIA TPKE E	Dispatched & canceled en route
<b>West Donegal Township</b>			
	5/1/2025 9:50:13 AM	310 EDEN VIEW RD	Motor vehicle accident with injuries
	5/2/2025 12:11:14 PM	64 TIMBER VILLA	False alarm or false call, other
	5/4/2025 8:37:09 PM	3473 BOSSLER RD	Building fire
	5/27/2025 10:38:04 AM	681 HESS RD	Fire Police



Incident Type Details	2025-01-01	2025-02-01	2025-03-01	2025-04-01	2025-05-01	Total
111 - Building fire	3	2	6	1	3	15
113 - Cooking fire, confined to container	0	1	0	0	0	1
114 - Chimney or flue fire, confined to chimney or flue	0	0	0	1	0	1
116 - Fuel burner/boiler malfunction, fire confined	1	0	0	0	0	1
118 - Trash or rubbish fire, contained	0	0	1	0	0	1
120 - Fire in mobile prop. used as a fixed struc., other	0	0	1	0	0	1
132 - Road freight or transport vehicle fire	0	0	0	1	0	1
135 - Aircraft fire	0	0	1	0	0	1
142 - Brush or brush-and-grass mixture fire	0	1	4	0	0	5
151 - Outside rubbish, trash or waste fire	0	1	0	0	0	1
161 - Outside storage fire	1	0	0	0	0	1
300 - Rescue, EMS incident, other	0	0	0	1	0	1
311 - Medical assist, assist EMS crew	2	4	0	0	3	9
3211 - Uncon. AED	2	1	1	1	0	5
322 - Motor vehicle accident with injuries	5	5	3	2	3	18
323 - Motor vehicle/pedestrian accident (MV Ped)	0	0	0	0	1	1
324 - Motor vehicle accident with no injuries.	1	4	1	1	3	10
352 - Extrication of victim(s) from vehicle	0	0	0	2	1	3
353 - Removal of victim(s) from stalled elevator	1	0	1	0	0	2
400 - Hazardous condition, other	1	0	0	0	0	1
411 - Gasoline or other flammable liquid spill	0	0	1	0	0	1
412 - Gas leak (natural gas or LPG)	3	2	3	1	0	9
413 - Oil or other combustible liquid spill	0	0	1	0	0	1
422 - Chemical spill or leak	0	0	0	0	1	1
424 - Carbon monoxide incident	1	0	1	0	1	3
440 - Electrical wiring/equipment problem, other	1	0	0	0	2	3
444 - Power line down	2	0	0	0	1	3
463 - Vehicle accident, general cleanup	0	1	0	0	0	1
500 - Service Call, other	0	0	1	0	0	1
520 - Water problem, other	0	0	0	1	0	1
522 - Water or steam leak	0	1	0	0	0	1
550 - Public service assistance, other	0	0	0	0	2	2
5501 - Chiefs Investigation	1	2	0	2	0	5
5503 - Fire Police	1	0	0	2	5	8
551 - Assist police or other governmental agency	0	2	2	1	0	5
571 - Cover assignment, standby, moveup	0	2	1	0	0	3
600 - Good intent call, other	3	1	4	4	1	13
611 - Dispatched & canceled en route	12	15	23	15	15	80
6112 - Failed to Respond - Fire Police	0	6	0	0	0	6
631 - Authorized controlled burning	0	0	1	1	8	10

651 - Smoke scare, odor of smoke	3	1	1	0	1	6
652 - Steam, vapor, fog or dust thought to be smoke	0	0	1	0	0	1
671 - HazMat release investigation w/no HazMat	0	0	0	1	0	1
700 - False alarm or false call, other	7	2	2	0	4	15
710 - Malicious, mischievous false call, other	0	0	1	0	0	1
711 - Municipal alarm system, malicious false alarm	0	0	0	0	2	2
733 - Smoke detector activation due to malfunction	0	2	2	0	1	5
735 - Alarm system sounded due to malfunction	2	1	0	4	1	8
736 - CO detector activation due to malfunction	0	0	0	1	0	1
743 - Smoke detector activation, no fire - unintentional	0	2	0	0	0	2
744 - Detector activation, no fire - unintentional	0	0	0	0	1	1
745 - Alarm system activation, no fire - unintentional	3	2	2	0	2	9
746 - Carbon monoxide detector activation, no CO	1	1	1	1	0	4
813 - Wind storm, tornado/hurricane assessment	0	0	1	0	0	1
900 - Special type of incident, other	0	0	1	0	0	1
<b>Total</b>	<b>57</b>	<b>62</b>	<b>69</b>	<b>44</b>	<b>62</b>	<b>294</b>



District	2025-01-01	2025-02-01	2025-03-01	2025-04-01	2025-05-01	Total
West Donegal Township	12	9	5	3	4	33
East Donegal Township	3	1	2	1	0	7
Elizabethtown Borough	19	18	20	14	24	95
Mount Joy Township	11	18	15	12	17	73
Middletown Borough	1	2	9	6	6	24
Rapho Township	2	2	0	0	1	5
Londonderry Township	2	2	2	0	2	8
Conoy Township	3	0	8	3	2	16
Mount Joy Borough	2	3	2	0	1	8
East Hempfield Township	1	0	1	0	0	2
South Londonderry Township	1	1	2	1	1	6
Marietta Borough	0	1	0	0	0	1
Derry Township	0	1	0	0	1	2
Conewago Township	0	2	1	2	2	7
Harrisburg Bureau of Fire	0	1	0	0	0	1
Lower Paxton Township	0	1	0	0	0	1
Wrightsville Borough	0	0	1	1	0	2
Manheim Township	0	0	1	0	0	1
South Annville Township	0	0	0	1	1	2
<b>Total</b>	<b>57</b>	<b>62</b>	<b>69</b>	<b>44</b>	<b>62</b>	<b>294</b>

# Mastersonville Fire Co

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
<b>Revenue</b>				
Direct Public Support				
Contributions	30,976.00	40,000.00	9,024.00	22.56 %
<b>Total Direct Public Support</b>	<b>30,976.00</b>	<b>40,000.00</b>	<b>9,024.00</b>	<b>22.56 %</b>
Government Grants				
State Grants	14,385.41	20,000.00	5,614.59	28.07 %
<b>Total Government Grants</b>	<b>14,385.41</b>	<b>20,000.00</b>	<b>5,614.59</b>	<b>28.07 %</b>
Investments				
Interest-Savings, Short-term CD	643.67	1,500.00	856.33	57.09 %
<b>Total Investments</b>	<b>643.67</b>	<b>1,500.00</b>	<b>856.33</b>	<b>57.09 %</b>
Other Types of Income				
County of Lancaster	80.00	160.00	80.00	50.00 %
Miscellaneous Revenue	240.00	1,500.00	1,260.00	84.00 %
Mount Joy Township	18,000.00	36,000.00	18,000.00	50.00 %
Rapho Township				
Capital Fund Building	13,750.00	55,000.00	41,250.00	75.00 %
Operations	34,997.34	139,989.00	104,991.66	75.00 %
<b>Total Rapho Township</b>	<b>48,747.34</b>	<b>194,989.00</b>	<b>146,241.66</b>	<b>75.00 %</b>
Reimbursement	14.06		-14.06	
<b>Total Other Types of Income</b>	<b>67,081.40</b>	<b>232,649.00</b>	<b>165,567.60</b>	<b>71.17 %</b>
Program Income				
Membership Dues	261.00	250.00	-11.00	-4.40 %
<b>Total Program Income</b>	<b>261.00</b>	<b>250.00</b>	<b>-11.00</b>	<b>-4.40 %</b>
Special Events Income				
Breakfast		7,500.00	7,500.00	100.00 %
Chicken Bar-b-que	12,537.55	13,000.00	462.45	3.56 %
Pig Roast		12,000.00	12,000.00	100.00 %
Reflective Signs	59.26	250.00	190.74	76.30 %
T Shirts		500.00	500.00	100.00 %
<b>Total Special Events Income</b>	<b>12,596.81</b>	<b>33,250.00</b>	<b>20,653.19</b>	<b>62.11 %</b>
Transfer	75,031.71		-75,031.71	
<b>Total Revenue</b>	<b>\$200,976.00</b>	<b>\$327,649.00</b>	<b>\$126,673.00</b>	<b>38.66 %</b>
<b>GROSS PROFIT</b>	<b>\$200,976.00</b>	<b>\$327,649.00</b>	<b>\$126,673.00</b>	<b>38.66 %</b>
<b>Expenditures</b>				
Administrative				
Advertising Expenses	2,652.57	1,500.00	-1,152.57	-76.84 %
Bank Fees	1.20	1,000.00	998.80	99.88 %
Fundraiser Expense				
Breakfast	540.30	2,000.00	1,459.70	72.99 %
Chicken BBQ	5,239.79	8,000.00	2,760.21	34.50 %
Community Events	217.64	1,000.00	782.36	78.24 %
Pig Roast		3,500.00	3,500.00	100.00 %

# Mastersonville Fire Co

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Reflective Sign expense		500.00	500.00	100.00 %
T-shirts/Sweatshirts		2,000.00	2,000.00	100.00 %
<b>Total Fundraiser Expense</b>	<b>5,997.73</b>	<b>17,000.00</b>	<b>11,002.27</b>	<b>64.72 %</b>
Insurances		20,000.00	20,000.00	100.00 %
Memberships and Dues	80.00	100.00	20.00	20.00 %
Office Supplies	785.44	3,000.00	2,214.56	73.82 %
Postage, Mailing Service	1,605.00	4,500.00	2,895.00	64.33 %
Professional Fees		1,000.00	1,000.00	100.00 %
Accounting Fees	3,417.00	2,500.00	-917.00	-36.68 %
Legal		2,500.00	2,500.00	100.00 %
<b>Total Professional Fees</b>	<b>3,417.00</b>	<b>6,000.00</b>	<b>2,583.00</b>	<b>43.05 %</b>
Technology		600.00	600.00	100.00 %
Technology-IT	4,193.93	10,000.00	5,806.07	58.06 %
Web Site	1,289.55	3,000.00	1,710.45	57.02 %
<b>Total Technology-IT</b>	<b>5,483.48</b>	<b>13,000.00</b>	<b>7,516.52</b>	<b>57.82 %</b>
<b>Total Administrative</b>	<b>20,022.42</b>	<b>66,700.00</b>	<b>46,677.58</b>	<b>69.98 %</b>
Capital Expenses				
State Grants - spent	18,399.32	20,000.00	1,600.68	8.00 %
<b>Total Capital Expenses</b>	<b>18,399.32</b>	<b>20,000.00</b>	<b>1,600.68</b>	<b>8.00 %</b>
Chaplain	624.75	1,500.00	875.25	58.35 %
Criminal Record and Fingerprint		250.00	250.00	100.00 %
Facilities				
Bldg Maintainance	33,133.16	45,000.00	11,866.84	26.37 %
Janitor	1,665.00	4,400.00	2,735.00	62.16 %
Janitorial Supplies	296.79	1,000.00	703.21	70.32 %
Kitchen Supplies	304.08	1,000.00	695.92	69.59 %
Licenses & Permits	10.30	300.00	289.70	96.57 %
Utilities				
Electric	2,462.93	8,000.00	5,537.07	69.21 %
Propane	4,245.27	6,000.00	1,754.73	29.25 %
Trash Removal	672.00	1,800.00	1,128.00	62.67 %
Utilities/Internet/Phone	1,413.94	5,000.00	3,586.06	71.72 %
<b>Total Utilities</b>	<b>8,794.14</b>	<b>20,800.00</b>	<b>12,005.86</b>	<b>57.72 %</b>
<b>Total Facilities</b>	<b>44,203.47</b>	<b>72,500.00</b>	<b>28,296.53</b>	<b>39.03 %</b>
Facilities and Equipment				
Install Radio	1,575.76		-1,575.76	
<b>Total Facilities and Equipment</b>	<b>1,575.76</b>		<b>-1,575.76</b>	
Operations				
Apparatus Maintenance	2,131.27	4,500.00	2,368.73	52.64 %
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	2,676.77	11,000.00	8,323.23	75.67 %

# Mastersonville Fire Co

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Medical/1st Aid Supplies	2,067.24	3,500.00	1,432.76	40.94 %
Repairs				
Duty Vehicle		1,500.00	1,500.00	100.00 %
Engine 1	4,203.66	6,000.00	1,796.34	29.94 %
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	165.58	4,000.00	3,834.42	95.86 %
Tanker		10,000.00	10,000.00	100.00 %
<b>Total Repairs</b>	<b>5,115.45</b>	<b>24,500.00</b>	<b>19,384.55</b>	<b>79.12 %</b>
<b>Total Operations</b>	<b>41,754.99</b>	<b>64,000.00</b>	<b>22,245.01</b>	<b>34.76 %</b>
Other Types of Expenses				
Building Committee				
New Building				
KSB-Loan	27,671.72	83,016.00	55,344.28	66.67 %
PHEMA-Loan	10,117.65	24,283.00	14,165.35	58.33 %
<b>Total New Building</b>	<b>37,789.37</b>	<b>107,299.00</b>	<b>69,509.63</b>	<b>64.78 %</b>
<b>Total Building Committee</b>	<b>37,789.37</b>	<b>107,299.00</b>	<b>69,509.63</b>	<b>64.78 %</b>
<b>Total Other Types of Expenses</b>	<b>37,789.37</b>	<b>107,299.00</b>	<b>69,509.63</b>	<b>64.78 %</b>
Recruitment & Retention	733.00	10,000.00	9,267.00	92.67 %
Banquet - Awards	9,139.10	10,000.00	860.90	8.61 %
<b>Total Recruitment &amp; Retention</b>	<b>9,872.10</b>	<b>20,000.00</b>	<b>10,127.90</b>	<b>50.64 %</b>
Rental Income - Fire Hall		600.00	600.00	100.00 %
Travel and Meetings				
Conference, Convention, Meeting		100.00	100.00	100.00 %
General Meeting	322.14	1,500.00	1,177.86	78.52 %
Refreshments	1,394.07	2,000.00	605.93	30.30 %
<b>Total General Meeting</b>	<b>1,716.21</b>	<b>3,500.00</b>	<b>1,783.79</b>	<b>50.97 %</b>
Travel	9.96		-9.96	
<b>Total Travel and Meetings</b>	<b>1,726.17</b>	<b>3,600.00</b>	<b>1,873.83</b>	<b>52.05 %</b>
<b>Total Expenditures</b>	<b>\$175,968.35</b>	<b>\$356,449.00</b>	<b>\$180,480.65</b>	<b>50.63 %</b>
<b>NET OPERATING REVENUE</b>	<b>\$25,007.65</b>	<b>\$ -28,800.00</b>	<b>\$ -53,807.65</b>	<b>186.83 %</b>
Other Expenditures				
Capital Purchases				
Grant Capital Purchase - Equip	75,031.71		-75,031.71	
<b>Total Capital Purchases</b>	<b>75,031.71</b>		<b>-75,031.71</b>	
<b>Total Other Expenditures</b>	<b>\$75,031.71</b>	<b>\$0.00</b>	<b>\$ -75,031.71</b>	<b>0.00%</b>
<b>NET OTHER REVENUE</b>	<b>\$ -75,031.71</b>	<b>\$0.00</b>	<b>\$75,031.71</b>	<b>0.00%</b>
<b>NET REVENUE</b>	<b>\$ -50,024.06</b>	<b>\$ -28,800.00</b>	<b>\$21,224.06</b>	<b>-73.69 %</b>



# MILANOF-SCHOCK LIBRARY

1184 Anderson Ferry Road, Mount Joy, PA 17552

Tel: 717.653.1510 Fax: 717.653.4030

[www.mslibrary.org](http://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

**May 2025** - Compiled by Joseph McIlhenney, Executive Director  
Contributors: Susan Craine, Jan Betty, Jazmynn Whitney & Kirstin Rhoads

April 1-30, 2025 Statistics	2025	2024	2023	2022	2021
TOTAL CIRCULATION	13,417	14,603	14,225	14,492	13,808
YTD CIRCULATION	54,040	58,003	58,631	56,146	57,906
OVERDRIVE & E-formats	1,284	1,510	1,343	1,344	1,359
NEW PATRONS	93	76	56	58	38
YTD NEW PATRONS	353	299	293	241	177
PATRON COUNT	5,562	6,247	5,513	4,966	2,551
YTD PATRON COUNT	21,859	23,057	22,196	18,655	13,396
PASSPORTS	218	112	171	133	86
YTD PASSPORTS	890	609	772	406	340
WIFI USERS	*	294	247	305	327
PC USERS	474	482	540	302	*

\*stat not available

Hoopla!	Apr'25	Mar'25	Feb'25	Jan'25	Dec'24	Nov'24	Oct'24
Number of Hoopla items used	592	621	580	595	538	596	639

ITEMS SOLD IN LOBBY	\$1,084.15
YTD TOTAL \$	\$3,888.55
TOTAL \$ ADDED DONATIONS	\$474.00
TOTAL \$ DONATIONS as PRIZES	\$141.00
TOTAL	\$1,699.15



## *PROGRAMMING & CLUBS*

ADULT Programs	Programs	Participants	Programs YTD	Participants YTD
In-Library Programs	5	80	13	220
Club Meetings/Participants	8	57	34	275
YOUTH Programs	Programs	Participants	Programs YTD	Participants YTD
In-Library Programs	25	655	72	1590
Off-site Programs	13	645	34	1558
Volunteer	Month Total	2024 YTD Totals		
Volunteer Hours	56.25	267.0		

### Executive Summary

- MSL celebrated Susan Crane’s 30<sup>th</sup> anniversary at MSL on April 2! How amazing is that?
- MSL Food Truck Thursday returned in April
- Chamber’s "AI: Past, Present, and Practical Uses" program was well attended Apr 24

### Joseph

- Attended, and served as Chair, the **LSLC Director’s Council meeting** – Apr 4
- Attended **Mount Joy Chamber meeting** – Apr 9
- Attended **Friend Group Meeting** – Apr 14
- Held a **Core4** meeting – Apr 24
- Worked closely with **Fire Alarm Service** company, Monitronics, for repairs over several days.

### Community/Service Point (Susan)

- Created **municipality lists** to determine outreach email to specific patrons
- Created a difficult **May schedule for staff** (everyone is taking time off!)
- Continued working with **Janus School student**
- Training with Katelyn for **Passports**
- Community room setup
- Met with Kim and Jazmynn to work out **details for volunteer applicants**
- **Celebrated my 30th Anniversary....every day!**

### Youth Services (Jan)

- We had **366 attend Storytimes this month**, with 91 different children. Can’t wait to be outside with more room.
- Finished up our 6 week **Homeschool Spanish class** with our fun fiesta. Another really great homeschool group with 26 children and several new families participating
- **Laura, Alyssa and I continue to plan Summer**. We may pull in Kaitlyn to do some programs as she is working on her elementary ed degree.
- Getting excited about Summer “Color Your World”...almost have the programs in place! Continuing the **Lunch Bunch** and “So You Want to be a...” programs. Planning Super Saturdays also and Alyssa is adding a family trivia night and Parachute play time. She had 22 (11 children/11 adults) at her Adventures with Baby program on April 14.
- I went to **Kraybill** read to preschool, Kindergarten and 1st grade. Over 100 children!
- **Sasha, our reading dog** is now full, with 7 readers each week! Yay!
- I will do one final **Memorial Day parade float** this year with the help of Rich Nornhold.

### Public Relations/Promotions (Kirstin)

- **CONSTANT CONTACT:** May Enews: sent to 3915 contacts; 1814 opens (47%), 71 clicks (1.8%).

- May “Welcome” email: sent to 148 people, 84 opens (62%); 9 clicks (7%)
- **SOCIAL MEDIA:**
  - Facebook – Total Page Followers 3,019 (12 new); 65K views; 7.3K reached; Content Interactions 1.4K; 5 unfollows. Link clicks 207; Page Visits 2.5K; Post about Susan with photos received most views (2,116) with 90 interactions; Thank You MJ Boro received 1,455 views with 35 interaction; We Have A Pretty Cool Library received 1,402 views with 96 interactions.
  - Instagram – 1,326 followers (20 new); 22.2K views; 10.3K reach; 427 content interactions; 128 profile visits. Staff Reads reached 8.9K; We Have A Pretty Cool Library received most interactions with 90; Susan’s photos had the most comments with 12.
- **WEBSITE**
  - 4,921 total sessions - highest view counts: 624 sessions of Passports; 141 visits to Children & Family
- **ADULT PROGRAMS**
  - Made contacts with local artist and author and passed on to Jazmynn.
  - Emailed 3 professors in Millersville Univ. History department looking for possible program presenters for the PA250 celebration. Still no responses yet. Will look elsewhere.
- **GOOGLE**
  - 913 website clicks made from our Business Profile
  - 400 inquiries for directions
  - 1,496 Business Profile Interactions
  - 183 calls were made from our Business Profile
  - Added more photos to our Google page.
- **FOOD TRUCKS**
  - Dutch Country Hand Rolled Soft Pretzels, W Donuts, and Spud Muffin here this month.
- **PANGO**
  - 4 books sold in March - \$60
- **EBAY**
  - Listed 53 books in April
  - 9 books sold in April = Net Sale \$305.54
- **MISC**
  - Continued the emptying of the book donation shed 5 days a week and gathering books for sale in lobby, which made over \$1084 in April.
  - Reached out to the Borough to have some mulch delivered; it was dropped off April 4.
  - Helped organize a “celebration” for Susan’s 30th Library Anniversary.
  - Met with Alex from Design Data who brought a group to clean up outside and spread mulch.

### **Volunteers/Programming/Fundraising (Jazmynn)**

- **Annual Appeal 2025**
  - 2025 Annual Appeal - Donations still trickling in, but have slowed down
- **Volunteers**
  - Total hours in April: 56.25 hours
  - Planning to meet with Stephanie to discuss volunteer management process
- **Anne’s Circle**
  - One individual has continued donating for Anne’s Circle, with a donation of \$25/month with donor’s employer matching donation amount
  - One individual continued donating \$5/month

- **Programs (5 programs; 80 total attendees)**
  - Basic Bicycle Maintenance & Flat Tire Repair - 9 attendees
  - Movie Matinee: Emma (1996) - 4 attendees
  - AI: Past, Present and Practical Uses (Mount Joy Chamber) - 27 attendees
  - Make-It Monday: Hand Painted Flowerpots - 12 attendees
  - Girl Scouts Informational Session - 28 attendees
- **Clubs**
  - 8 clubs met in April, with total attendance of 57.
- **Milanof-Schock Mile**
  - Launched on April 1st
  - Friends are sponsoring a \$25 Amazon Gift Card as the prize
  - 26 punch cards have gone out
- **Adult Summer Reading Program**
  - Theme: Read Your World
  - Instruction sheet for the ASRP can be folded into a “passport” that the patron can use to follow along on the weekly “destinations”
  - 12 small weekly prizes will be awarded as well as a grand prize at the end of the summer
  - Goal is to obtain a donated \$100 gift card from Giant as the grand prize; will go to them directly to ask.
  - Will ask other local business to donate small gift cards for the small prizes; Susan will get 2 \$10 gift cards from gift and thrift; I will also ask Tropical Smoothie, Molly’s, Dutch Pretzels, Country Store, Little Dippers, Copper Cup for small gift cards
- **Transition of staffing and Ongoing Tasks**
  - Stephanie and I met Wednesday, April 23rd to go over some questions regarding some clarifications on Panorama Giftworks
  - Still require occasional text/call communication with Stephanie
  - Continuing to add programs to the calendar
  - Would like to add a second program through the Master Gardeners
  - Working on partnering with local artists for Make it Mondays
  - Have added a few more programs with the Chamber to the calendar; Michele will keep me updated
  - Continual organization of folders in SharePoint to make them more usable/understandable
  - Attended the Friends meeting and the Board Meeting in April. I plan on continuing attending these meetings monthly