

East Lampeter Township Emergency Services Committee – Meeting Minutes

January 16, 2025

1. **Call to Order** – The ELT Emergency Services Committee meeting was called to order by Ted Gallagher at 1902 hrs at the ELT Office and via Zoom. The Pledge of Allegiance followed.

The following Committee Members were in attendance:

East Lampeter Township: Dana Ormerod (Citizen), Stephanie Johnson (Citizen)
Hand-in-Hand Fire Company: Paul Fisher, John Petersheim (Citizen)
Lafayette Fire Company: Jason Beiler*, Robert Patterson (Citizen)
Ronks Fire Company: Dave Gribble, Melanie McHenry (Citizen)*
Witmer Fire Company: Mike Creamer, Chad Englerth (Citizen)

The following Alternate / Non-Voting Committee Members were in attendance:

East Lampeter Township: Ted Gallagher
Hand-in-Hand Fire Company:
Lafayette Fire Company:
Ronks Fire Company: Nate Church
Witmer Fire Company:

Additional Attendees:

Ralph Hutchison, ELT Manager
Tara Hitchens, ELT Assistant Manager
Steve Gribble, Ronks Fire Company
Matt Bono, Witmer Fire Company
Tim Hoerner, Hand-in-Hand Fire Company
Suzi Sutton, Lafayette Fire Company
Jeff Hatfield, EMC*

*Joined via Zoom

2. Reorganization

- Paul Fisher appointed Temporary Chair
- Ted Gallagher nominated Mike Thorton as Chair, Mike not present, seconded by Dana Ormerod
- John Petersheim nominated Paul Fisher as Vice Chair, Paul accepted, seconded by Dana Ormerod
- Paul Fisher nominated Chad Englerth as Secretary, Chad accepted, seconded by Robert Patterson

3. Approval of Minutes – September 19, 2024 meeting

Mike Creamer made a motion to approve the minutes. Motion was seconded by Dana Ormerod

4. Old Business

Sub Committee Reports

a. Fire Apparatus Replacement – The following was reported:

- Hand-in-Hand – Engine 41-1 (2026) – Paul Fisher reported there are no updates. Still on schedule for 2027 delivery

- Lafayette – Ladder Truck 63 (2027) – Jason Beiler reported the committee will be traveling to Florida end of the month for pre-build meeting. Delivery is three years out
- Ronks – Engine 48-2 (2028) – Dave Gribble asked for this to be removed from agenda. Plan was pushed to 2029

b. Public Information – Paul Fisher reported the following:

- Paul is stepping down from chair of committee; Bradley Bell will be the new chair
- Fourth quarter newsletter hitting mailboxes any day
- Committee asked Paul to discuss the future of the newsletter with the ESC committee. Amy Wissing stepped down and committee is looking for a new volunteer to do the design and production work. Amy is currently being paid by HIH and has been for the past year and a half. HIH is willing to continue to pay their share. Committee is willing to continue with planning and information gathering for the newsletter
- The time commitment is approx. 10-20 hours each quarter/newsletter
- Suzi Sutton shared the three fire companies present at last meeting find value in the newsletter; inexpensive way to reach community. Cost is estimated to be \$800-\$1000 per article
- Suzi shared that having Amy and her team produce the newsletter is valuable because there is an awareness of the story that is being told
- Robert Patterson asked how much the newsletter has cost HIH; Paul answered that it cost approx. \$1K per issue/quarter. HIH has paid \$5-6K so far
- Amy is willing to have her company continue producing the newsletter if a volunteer is not found
- Dana Ormerod asked if it's a possibility to continue with current arrangement and divide the cost between the four fire companies; Paul answered that is an option
- Robert asked if the main purpose of newsletter is communication to the community. Paul confirmed the purpose is outreach and the goal is it will lead to more volunteers and financial support
- Robert raised the question about the possibility of the township taking over the newsletter; Ralph Hutchinson answered that the township is understaffed and does not have the skill set
- Mike Creamer ask Ted Gallagher if the supervisors would consider covering the newsletter cost; Ted answered that the township is working in a deficit but he will raise the question at the next supervisors meeting
- Deadline for next article is March 10
- Suzi shared that Witmer, Lafayette, HIH are open to dividing the cost, which would equate to \$1K per company, per year
- Dave Gribble proposed that an RFP be sent out for production work of newsletter
- Robert shared concerns about adding an additional cost on each volunteer fire company and agrees that an RFP is needed
- Paul confirmed that ESC committee's direction is to have committee draft an RFP and send it out for bid

c. Finance – Committee has not been meeting.

- Ralph Hutchison shared the Township budget was adopted and reflects what the subcommittee recommended and ESC requested
- Paul Fisher asked the ESC committee if the committee should remain active or if it is no longer needed
- Robert Patterson commented that he feels the committee is needed to provide a clear overview, checks & balances and planning for the future
- Jason Beiler and Dave Gribble both shared that they feel the committee should continue for future needs
- Paul confirmed the finance committee will remain active

d. Human Resources – Suzi Sutton shared the following:

- Committee met 1/15, all four fire companies were represented; productive meeting
- Meeting notes were shared with Tara Hitchens to be forwarded
- Overall summary is that training standards across all four fire companies are very much alike. Jason Keys will share feedback with fire chiefs and ELT training group
- Basic data available for volunteer incentive opportunities
- Shared SOG (standard operating guidelines) with each fire company
- Dave Gribble asked for minutes to be sent to ESC committee

Calendar Activities

- Ralph Hutchison asked if the the capital projects deadline of Oct. 1 is too early and needs moved since historically fire companies have not met the deadline
- Mike Creamer stated that October is too early for Witmer
- Paul Fisher stated that Hand-in-Hand completes their budget in Nov/Dec, and approves in January
- Jason Beiler stated that Lafayette shares the same timeline as HIH
- Robert Patterson asked if this could be a responsibility of the finance committee to report purchases to the township; Paul answered that the original intent was to help with joint purchases, not so much for budgeting
- Capital projects submission deadline will be moved to March 15
- Robert made the committee aware of a new mental health law that falls under workers' comp and is retroactive 2 years. The law was signed by Governor Shapiro last month and is effective October 2025
- Paul asked for a motion to recommend to the supervisors to approve the 2025 list of approved activities. Mike Creamer made a motion, seconded by Dave Gribble
- Ralph requested that fire police requests from outside entities come from a fire company rep rather than the outside entity. Requests should be submitted to the township via official doc

5. New Business

Committee Poll

a. Township & Fire Companies

- ELT – Ralph Hutchison reported the following:
 - Submit spill control reports
 - Driver and vehicle list updates for fuel card system
 - Township public works staff monitors fire channels during snow events
 - New callout cards for vehicles
 - Workers' comp information available
 - PennDOT construction projects ongoing; Route 30 E of 896 still ongoing
 - Amtrak/UGI project at Greenfield Road, assumed to be complete
 - Township project to replace a stormwater culvert on Willow Rd. later this year. Detour will be in place for about 3 months
- Witmer – Mike Creamer reported the following:
 - Milk & Cookies w/ Santa – Dec. 7 was a success, 200 people attended
 - Ox Roast – Feb. 8
 - New Fire Officers for 2025: Mike Creamer; Fire Chief, Jason Keys; Deputy Chief, Lloyd Miller; Chief Engineer, Andrew Duffy; Asst. Engineer, Mike Feldman; Asst. Engineer, Chip Horn; Captain 62, Chris Mousley; Lieutenant 62, Steve Beiler; Fire Police Captain, Jay Weaver; Fire Police Lieutenant, Bob Billet; Fire Police Lieutenant 2
 - Matt Bono made the following presentation on Tanker 62; Refurb was completed March 2023 at a cost of \$195K; Township \$116K, Witmer \$79K. New Tanker cost would have been \$582K; Township \$349K, Witmer \$232K. 18 months later engine failed returning from a standby call. The engine replacement cost was \$47,880.52
 - Matt asked if the ESC committee would be willing to submit a request to the supervisors to consider covering the cost under the 60/40 plan; \$28/\$19K
 - Dana Ormerod asked how many miles were on the engine; approx. 30K
 - Paul Fisher suggested that each company review and discuss at March ESC meeting
- Lafayette – Jason Beiler reported the following:
 - New Line Officers: Scott Hershey; Fire Chief, Brett Fassnacht; Deputy Chief, Jeff Keens; Asst. Chief, changes among Captains and Lieutenants
 - Board Changes: Jeff Hatfield; President, Dylan Leed; Vice President, Dave Keens; Financial Secretary, Howard Hershey; Secretary, Rick Kurtz; Treasurer
 - ExtraGive fundraiser raised \$16,500 (almost double from 2023)
 - First Responders Children's Foundation; distributed 1,000 toys
 - Fasnacht event – March 3 & 4
 - Spring BBQ – April 12

- Steak Cookoff – TBD
- Tanger Boot Try – Throughout the year
- Cadet Camp – August 1 & 2
- Capital Campaign has been a year in planning, currently in silent phase. Campaign is off to an excellent start. Several donors secured. Opened account at Bank of BIH for the campaign funds. Continuing to solicit businesses before going public
- Investments and finances sitting well, looking to payoff building loan before 2031
- CV Internship program in conjunction with Witmer will start next week
- Ronks – Dave Gribble reported the following:
 - Phase 2 mobile radios (Kenwood) were installed on Tuesday, installed two portables at same time; paid with state grant
- Hand-in-Hand – Paul Fisher reported the following:
 - February Pot Pie Dinner
 - Fire Chiefs remain the same, expects little change with Officers
 - Essentials class being held over the next few months
- b. EMC
 - Jeff Hatfield – No report. Prepare for extra cold weather over the next week
- c. Citizen Reps
 - Robert Patterson introduced himself; nightshift Captain at Lancaster EMS for 24 years

6. **Public Comments** – No Comments

7. **Additional Comments** – No Comments

8. **Adjournment** – Ted Gallagher made a motion to adjourn. Motion was seconded by Robert Patterson. Meeting adjourned @ 2006 hours.

Next meeting is scheduled for Thursday, March 20, 2025 @ 7 p.m.

Respectfully Submitted,

Chad Englerth, Secretary