

# LOWER ALLEN TOWNSHIP

1993 HUMMEL AVENUE • CAMP HILL, PENNSYLVANIA 17011

## DEPARTMENT OF PUBLIC SAFETY

### MEMORANDUM

TO: **BOARD OF COMMISSIONERS**  
FROM: **FRANK E. WILLIAMSON, JR., DIRECTOR**  
DATE: **March 14, 2008**  
RE: **MONTHLY REPORT FOR FEBRUARY 2008**

I began February in Upper Dublin Township in Montgomery County for a PA Police Accreditation Coalition meeting. These monthly meetings assist agencies already in the accreditation process, as well as those just starting out with a means for networking to keep current on accreditation related issues. I also assisted Lower Paxton Township Police by assisting with mock assessment in preparation for their upcoming re-accreditation on-site.

Sgt. Crone, Cpl. Huff, Staci Davis, Jan Faust, Commissioner Christ and I attended the annual TMI sponsored training sessions in Middletown. This training provides a number of courses of interest to emergency providers and Emergency Management staff concerning emergency management issues and TMI related training. This is sponsored by Exellon Energy, the owners of TMI.

As you will see in Sgt. Crone's report, about one-half of the police department completed our annual mandatory in-service training. I was included in this first session, which was held at the Township park.

Assistant Manager Jan Faust and I met with Robert Herr, our insurance broker for Volunteer Fireman's Insurance Services (VFIS) and members of the Lisburn Fire Company. This was to go over Lisburn's insurance coverage provided through the Township.

As a follow up to the Operations Security training from January, Captain Yohn, EMT-II Amy Nye and I attended a follow up OPSEC course in February. This was a train-the-trainer session, so that we can return to our agencies and provide an awareness level training program for all of our personnel.

I continued meeting with various vendors for products for the new building and advancing our department's capabilities. These meetings included multiple furniture vendors, Nextel/Sprint for air cards for the police department's mobile computers, M/A COM for radios for the new building and security systems for the new building.

I met with a Highland Park resident concerning basketball hoops in the public right of way and kids playing in the street. The Board has reviewed this in the past and decided not to take action based on resident's comments. I spoke with the Manager after my meeting and passed on this resident's concerns. The police department will continue to monitor this situation and try to work with the residents and kids in the neighborhood to provide as safe of an environment as possible for both.

The Municipal Police Officers Education and Training Commission returned a section of Officer Coffey's waiver application for additional information, this was completed and returned. We are hoping for a temporary certification in early March.

In assisting Assistant Manager Faust with an insurance inventory, we discovered there were multiple inventories in multiple formats within the police division. These have been consolidated into one comprehensive spread sheet. We are hoping that future funding through the County for an evidence program will come through. This program has the ability to bar code and track agency owned property as well.

We took delivery of the Law Enforcement Strike Team, Personnel Support Trailer at Mellott, Bros in Willow Valley, Lancaster County. This 30 foot RV trailer has some areas converted for command post operations. This \$40,000+ trailer was purchased through the South Central Task Force, but will be titled and registered to Lower Allen Township. With the exception of transporting it to an event or incident at the request of a Task Force member, the trailer is the Township's to use as needed.

The Task Force also provided two 2-day training sessions on Terrorism: The Israeli Perspective. This was a fantastic opportunity to interact with personnel who deal with terrorism on a daily basis. Members from the Police and EMS Divisions attended this training over both sessions.

As you can see from my report and the reports that follow, February was a busy month. Reports from both Fire Companies, the EMS Division, Public Safety Officers, and the Operations and Support Services Bureaus of the Police Division follow.

As always, my staff and I are available to answer any of your questions or concerns.

## POLICE DEPARTMENT OPERATIONAL SERVICES BUREAU

The total number on calls handled by the Police Department in February 2008 was 1,254. The Lower Allen Twp Police Dept had the highest number of dispatched calls from Cumberland County Communications with 1,089. Silver Spring Twp. had the second highest number of dispatched calls at 837.

There were no Police Officers injured in February 2008. On 02/16/08, CSO Christopher Conley was injured while removing debris from the roadway. CSO Conley received cuts and scrapes on his hands. He received treatment at Concentra and returned to work.

There were no CSO's or Police Officers assaulted during the month of February.

There were 58 traffic accidents reported to LATPD in February 2008. Of these, 11 were reportable traffic accidents and 47 were non-reportable traffic accidents. One of these traffic accidents was DUI related.

### MAJOR INCIDENTS

#### ROBBERIES (1)

02/29/08                    1100 Block Lowther Rd. (3 Arrested)(Cpl. Huff)

#### BURGLARIES (1)

02/18/08                    100 Block Allendale Way (Residence)

#### DOMESTIC ASSAULTS (0)

There were no Domestic Assaults reported during the month of February 2008.

#### ASSAULTS (1)

02/11/08                    1300 Block Carlisle Rd. (2 Arrests)(Cpl. Williams)

#### HARASSMENT (3)

02/10/08                    1100 Block Carlisle Rd. (1 Cited)(Ofc. Justh)  
02/22/08                    3500 Block Hartzdale Dr. (1 Cited)(Ofc. Morgan)  
02/26/08                    3500 Block Hartzdale Dr. (1 Cited)(Ofc. Heckler)

AUTO THEFTS (0)

There were Auto Thefts reported in February 2008.

THEFTS (10)

02/04/08	1100 Block Carlisle Rd. (1 Arrest)(Cpl. Sentman)
02/04/08	3400 Block Hartzdale Dr.
02/06/08	Fieldstone Rd. @ Allendale Way
02/08/08	800 Block Sheely Ln.
02/08/08	300 Block Belaire Rd.
02/08/08	1700 Block Main St. Lisburn
02/09/08	2100 Block Wentworth Rd.
02/15/08	3500 Block Hartzdale Dr. (1 Arrest)(Ofc. Morgan)
02/20/08	1300 Block Carlisle Rd.
02/21/08	1300 Block Carlisle Rd.

RETAIL THEFTS

There were 6 retail thefts reported during the month of February with 5 arrests made.

THEFT FROM AUTO (3)

02/01/08	1900 Block Kent Dr.
02/03/08	400 Block Blacklatch Ln.
02/11/08	3400 Block Hartzdale Dr.

DUI ARRESTS (9)

02/01/08	Carlisle Rd. @ Chelsea Rd. (Ofc. Stevenson)
02/11/08	18 <sup>th</sup> St. @ Carlisle Rd. (Cpl. Williams)
02/14/08	Wesley Dr. @ Royal Dr. (Ofc. Foltz)
02/16/08	3300 Block Hartzdale Dr. (Ofc. Curtis)
02/19/08	100 Block Wesley Dr. (Ofc. Justh)
02/21/08	Lowther Rd. @ Carlisle Rd. (Ofc. Martinez)(Crash)
02/23/08	Wesley Dr. @ Pheasant Ct. (Ofc. Scarlato)
02/25/08	Lower Allen Dr. @ Gettysburg Rd. (Ofc. Curtis)
02/29/08	4800 Block Gettysburg Rd. (Ofc. Justh)

PUBLIC DRUNKENNESS ARRESTS (1)

02/21/08	1700 Block Weatherburn Dr. (1 Cited)(Cpl. Williams)
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DRUGS (3)

02/13/08 1500 Block Chatham Rd. (1 Arrest)(Cpl. Sentman)  
02/26/08 1300 Block Carlisle Rd. (1 Arrest)(Ofc. Heckler)  
02/28/08 1300 Block Carlisle Rd. (1 Arrest)(Ofc. Curtis)

UNDERAGE DRINKING ARRESTS (7)

02/02/08 10 Block Essex Rd. (7 Cited)(Cpl. Sentman)

DISORDERLY CONDUCT / PRACTICES (8)

02/04/08 2200 Block Cedar Run Dr. (1 Cited)(Cpl. Sentman)  
02/05/08 4600 Block Westport Dr. (2 Cited)(Ofc. Martinez)  
02/10/08 Slate Hill Rd. @ Valley Rd. (1 Cited)(Ofc. Justh)  
02/22/08 4600 Block Florence Ave. (1 Cited)(Ofc. Justh)  
02/29/08 1300 Block Carlisle Rd. (1 Cited)(Ofc. Stevenson)  
02/29/08 1300 Block Carlisle Rd. (2 Cited)(Ofc. Claeys)

CRIMINAL MISCHIEF (8)

02/04/08 2000 Block Carlisle Rd.  
02/04/08 700 Block Lisburn Rd.  
02/08/08 5100 Block Simpson Ferry Rd. (2 Cited)(Ofc. Foltz)  
02/15/08 800 Block Century Dr.  
02/18/08 1800 Block Holly Dr. (1 Arrest)(Ofc. Stevenson)  
02/19/08 5100 Block Simpson Ferry Rd.  
02/21/08 1700 Block Weatherburn Dr. (1 Cited)(Cpl. Williams)  
02/29/08 300 Block Wesley Dr.

OTHER REPORTED CRIMES

02/23/08 1100 Block Lowther Rd. (Recklessly Endangering Another Person 1 Arrest)  
(Ofc. Gelnett)  
02/25/08 2100 Block Cedar Run Dr. (Curfew Violation – 1 Cited)(Ofc. Claeys)  
02/25/08 1700 Block Hummel Ave. (Hit and Run – 1 Arrest)(Ofc. Stevenson)

## **ADDITIONAL INFORMATION**

PPO Donald Coffey is still in the FTO program and is doing well. PPO Coffey was with OIC Doug Foltz during the month of February.

On 2/15/08, CSO Kevin Kirsch was released from FTO training.

The Police Dept. ran two ENRADD details during the month February. On 2/2/08, the detail was run on Rt. 15 N at mile marker 41.0. There were 25 traffic citations issued. On 2/6/08, the detail was run on Rt. 15 S at Rossmoyne Rd. There were 10 traffic citations issued. These details were sponsored by the Smooth Operator grant.

Respectfully Submitted by:

Sgt. Gregory Thomas  
Bureau Commander of Operations

## POLICE DEPARTMENT SUPPORT SERVICES BUREAU

### General (Sgt Crone's activities):

During the month of February, numerous work-group meetings were held, either in person or via teleconference, regarding CNET. The preliminary work of the enhancement committee is complete. It is now up to the vendors to do the work and the committee to review it at a later date.

The same 16 General Orders remain to be finalized and moved to DOCMGR. Of these, all but 2 or 3 are in draft form. It is now expected that this will be completed by the end of March. Some of the orders are on hold until processes in the new facility are determined. Once this is completed, the real work of filling the CALEA files with the appropriate orders and proofs that we've been following them can begin in earnest. Work has begun on collecting the proofs and development of a matrix to allow tracking of which proofs are completed.

A Department Head Meeting, Public Safety Chiefs' Meeting and various building related meetings were attended.

There have been several visits to the new building, assessing move-in needs and simply checking on progress. As the building takes shape, it becomes easier to visualize the changes in our processes that will need to be implemented once we move.

Stored equipment is in the early phases of being packed up for the move and purchases of gear and office equipment that needs to be duplicated or tripled over our three floors of office space is being planned.

### Quartermaster:

All requests for uniforms were met. Progress continues on the revision to the uniform and appearance standards orders.

During a purge day, numerous non-serviceable uniforms which had been accumulated over the years were discarded. Additionally, a number of coats which are not serviceable for uniform wear were stripped of patches and markings for charitable donation.

Uniform committee members met to continue to refine the order and examine some potential equipment changes.

**Vehicles:**

All maintenance requests were met.

Testing continues on new Air Cards for the mobile computers. A card was obtained from Sprint for testing and appears to be far superior to the other tested cards. Pricing will be negotiated in March and it is likely that this will be the chosen card.

The new Personnel Support Trailer, which was paid for via the South Central Counter terrorism Task Force, was picked up.

**Training Function:**

Approximately half of the department attended mandatory in-service training in February. The balance of the department, short of two, will be trained in March.

Chief Williamson, Sgt Thomas, Sgt Crone, Cpl Huff and Det Spaulding attended sessions of a seminar entitled "Terrorism-An Israeli Perspective".

Ofc Martinez completed his initial SRT training and, from the accounts of the instructors and other SRT members, will be a welcome and valued addition to the Cumberland County Special Response Team.

Cpl Williams and Ofc Scarlato attended a basic investigators' class to sharpen old skills and learn new ones.

Ofc Foltz attended a class on Leadership for the 21<sup>st</sup> Century

Chief Williamson, Sgt Crone and Cpl Huff attended training sponsored by Exelon (owners of TMI).

Ofc Scarlato attended a mini-seminar, gaining training in new drugs and recent case law.

**Technical Services (Tech Ickler):**

Evidence Custodian - A total of 186 cases were purged from the evidence room, 14 counterfeit money cases were sent to the United States Secret Service and 5 guns were destroyed

Evidence Technician Call Out - Theft from vehicle at Golds Gym

Call Out - Burglary on Allendale Way

Projects :

Inventoried Old 800mhz Radios and prepare for sale to Susquehanna Twp. Continuing to photograph the progress of the new Township Building Packaging equipment from lab for move to the new building.

**Special Investigations (Cpl Huff, Det McNair and Det Spaulding)**

Arrests: A juvenile was charged with Disorderly Conduct at Cedar Run School after being in possession of a small amount of marijuana. An adult male was arrested for Retail Theft and Possession of heroin at BJ's Wholesale Club. On Feb. 29<sup>th</sup> three adult female suspects from Maryland were arrested for retail theft and criminal conspiracy from Weis Markets on Lowther Road. One of the suspects was also charged with robbery and simple assault after she backed the car into the store manager and fled the scene. A search of the car revealed stolen merchandise valued at approximately \$ 2,000. An adult male was identified and charged for a Bad Check case at Kohl Building Supplies. An adult male was charged with Disorderly Conduct at the West Shore Tax Bureau.

Pending Investigations: An adult female is being investigated in obtaining prescription drugs illegally from CVS Pharmacy. An adult female employee at Dollar General on Hahn Drive is being investigated for retail theft involving accusations of under-ringing. A daylight burglary occurred on Allendale Way in which a handgun and a safe were stolen. A female from Wesley Park Apts. reported computer and identity fraud after she applied for a college loan. A harassment /ethnic intimidation investigation is on going from a township bar.

Meetings attended during February included the monthly drug task force meeting and two West Shore Crime Meetings.

**Records Section:**

Records continues the daily tasks of maintaining our files and reports and repairing those needing it. Donna Roberts has been supplementing the staff and filling in for vacations and such with excellent results. As progress is made on the new building, considerations being given to layouts of the records area and issues regarding the move.

Purge days have been proving quite successful. Discovery of long forgotten and no longer needed documents has been the common theme among all who are purging.

Respectfully submitted,

Sgt. Leon G. Crone, Jr.

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
January 2008  
SUMMARY**

	<b>THIS MONTH</b>	<b>THIS MONTH LAST YEAR</b>	<b>THIS YTD</b>	<b>LAST YTD</b>	<b>YTD CHANGE</b>
<b>COMPLAINTS</b>	1322	1530	1322	1530	-208
<b>GROUP A – OFFENSES</b>	32	56	32	56	-24
<b>GROUP B – OFFENSES</b>	10	22	10	22	-12
<b>REPORTABLE ACCIDENTS</b>	13	15	13	15	-2
<b>CRIMINAL ARRESTS</b>	47	65	47	65	-18
<b>TRAFFIC ARRESTS</b>	201	306	201	306	-105
<b>WARNING NOTICES</b>	11	64	11	64	-53
<b>TICKETS ISSUED</b>	50	75	50	75	-25

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
January 2008**

**CALLS FOR SERVICE**

	<b>THIS MONTH</b>	<b>THIS MONTH LAST YEAR</b>	<b>THIS YTD</b>	<b>LAST YTD</b>	<b>YTD CHANGE</b>
GROUP A - OFFENSES	32	56	32	56	-24
GROUP B - OFFENSES	10	22	10	22	-12
911 HANG-UPS	16	14	16	14	+2
ABANDONED VEHICLES	18	10	18	10	+8
ACCIDENTS-REPORTABLE	13	15	13	15	-2
ACCIDENTS-NON-REPORTABLE	35	31	35	31	+4
ALARMS	46	60	46	60	-14
ANIMAL COMPLAINT	24	20	24	20	+4
ASSIST AMBULANCE	80	95	80	95	-15
ASSIST FIRE COMPANY	8	34	8	34	-26
ASSIST OTHER DEPT.	32	31	32	31	+1
COUNTY COURT	1	1	1	1	0
DISTRICT JUSTICE COURT	13	5	13	5	+8
DOMESTIC	42	24	42	24	+18
JUVENILE	8	10	8	10	-2
LOCKOUTS	10	15	10	15	-5
MENTALLY ILL	6	5	6	5	+1
MOTORISTS ASSIST	9	22	9	22	-13
SPECIAL DETAIL	249	282	249	282	-33
SUBPOENA SERVICE	0	0	0	0	0
SUSPICIOUS ACTIVITY	47	34	47	34	+13
TRAFFIC STOPS	214	350	214	350	-136
SUSPICIOUS VEHICLE	9	9	9	9	0
TRAFFIC RELATED	47	89	47	89	-42
WARRANT SERVICE	14	5	14	5	+9
OTHER	339	263	339	263	+76
<b>TOTAL</b>	<b>1322</b>	<b>1530</b>	<b>1322</b>	<b>1530</b>	<b>-208</b>

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
January 2008**

**GROUP A OFFENSES**

<b>Group A Offenses</b>	<b>Code</b>	<b>THIS MONTH</b>	<b>THIS MONTH LAST YEAR</b>	<b>THIS YTD</b>	<b>LAST YTD</b>	<b>YTD CHANGE</b>
Murder	09	0	0	0	0	0
Sex Offenses	11	0	1	0	1	-1
Aggravated Assault	13A	0	0	0	0	0
Simple Assault/Intimidation	13 B/C	8	9	8	9	-1
Theft Offenses	23	14	27	14	27	-13
Fraud	26	2	3	2	3	-1
Narcotics Violations	35	3	3	3	3	0
Gambling	39	0	0	0	0	0
Prostitution	40	0	0	0	0	0
Kidnapping	100	0	0	0	0	0
Robbery	120	0	0	0	0	0
Arson	200	0	0	0	0	0
Extortion	210	0	0	0	0	0
Burglary	220	0	3	0	3	-3
Motor Vehicle Theft	240	0	1	0	1	-1
Forgery	250	0	1	0	1	-1
Embezzlement	270	0	0	0	0	0
Stolen Property	280	0	0	0	0	0
Vandalism	290	5	8	5	8	-3
Pornography	370	0	0	0	0	0
Bribery	510	0	0	0	0	0
Weapons Violation	520	0	0	0	0	0
<b>Total Group A Offenses</b>		<b>32</b>	<b>56</b>	<b>32</b>	<b>56</b>	<b>-24</b>

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
January 2008**

**GROUP B OFFENSES**

<b>Group B Offenses</b>	<b>Code</b>	<b>THIS MONTH</b>	<b>THIS MONTH LAST YEAR</b>	<b>THIS YTD</b>	<b>LAST YTD</b>	<b>YTD CHANGE</b>
Bad Checks	90A	1	0	1	0	+1
Curfew/Loitering	90B	0	0	0	0	0
Disorderly Conduct	90C	1	3	1	3	-2
Driving Under the Influence	90D	2	11	2	11	-9
Drunkenness	90E	0	0	0	0	0
Family Offenses	90F	0	0	0	0	0
Liquor Law Violations	90G	2	2	2	2	0
Peeping Tom	90H	0	0	0	0	0
Runaway	90I	0	0	0	0	0
Trespass	90J	1	2	1	2	-1
All Other Offenses except traffic	90Z	3	4	3	4	-1
<b>Total Group B Offenses</b>		<b>10</b>	<b>22</b>	<b>10</b>	<b>22</b>	<b>-12</b>
<b>Total Offenses (A+B)</b>		<b>42</b>	<b>78</b>	<b>42</b>	<b>78</b>	<b>-36</b>

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
January 2008  
TRAFFIC SAFETY UNIT**

	<b>THIS MONTH</b>	<b>THIS MONTH LAST YEAR</b>	<b>THIS YTD</b>	<b>LAST YTD</b>	<b>YTD CHANGE</b>
Traffic Citations	31	145	31	145	-114
Non-Traffic Citation	2	2	2	2	0
Driving While Intoxicated	0	0	0	0	0
Custodial Arrests	0	0	0	0	0
Warrants Served	0	4	0	4	-4
Traffic Complaints	9	23	9	23	-14
Calls Covered	4	15	4	15	-11
Back-up Patrol	5	14	5	14	-9
Shifts Covered	7	2	7	2	+5
MCSAP Inspections	0	2	0	2	-2
Trucks taken out of service	0	0	0	0	0
Driver(s) taken out of service	0	1	0	1	-1
MCSAP related citations	0	5	0	5	-5
Reportable Crashes Inv.	3	2	3	2	+1
Percentage of Reportable Crashes for the Month	23	14%	23	14%	+9%
Non-Reportable Crashes Inv.	3	6	3	6	-3
Percentage of Non-reportable Crashes for the Month	8	17%	8	17%	-9%
County Accident Reconstruction Team Activity					
County Forensics Team Activity					

**Details for the Month:**

Smooth Operator ENRADD Details: 1/12, 1/18, 1/26

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
January 2008  
SUPPORT SERVICES BUREAU**

	<b>THIS MONTH</b>	<b>THIS MONTH LAST YEAR</b>	<b>THIS YTD</b>	<b>LAST YTD</b>	<b>YTD CHANGE</b>
Shifts Covered	1		1		
Complaint Involvement	126		126		
Incidents Initiated	20		20		
Incident Involvement	1		1		
Traffic Citations	4		4		
Non-Traffic Citations	11		11		
Criminal Arrests	88		88		
Warrants Served or Satisfied	9		9		
Prisoner Transports	5		5		
Drug Task Force Activity	1		1		
Technical Services – Evidence Tech	3		3		
Technical Services - Investigators	10		10		
Local Background Checks	0		0		
County Forensics Team Activity					
County Accident Reconstruction Team Activity					

This information covers Sgt. Crone, Cpl. Huff, Det. McNair, Det. Spaulding and Specialist Ickler.

## EMERGENCY MEDICAL SERVICES CAPTAIN'S REPORT

The Month of February was very busy for the EMS Division. The EMS Division handled 175 calls for service. The breakdown of the calls for service are as follows: Ambulance 174 handled 91 calls for service. Ambulance 274 handled 84 calls for service.

During the Month of February, the second due ambulance handled 27 calls for service. Eleven calls were handled by Ambulance 174. And the other sixteen calls for service were handled by Ambulance 274.

The month of February started off with me covering the primary ambulance on Sunday February 3, for EMT-II Amy Nye who was off for a training class.

At the February 25<sup>th</sup>, Board of Commissioners Public Meeting, EMT-III Kenneth Hivner, EMT-II Helen Hertzler, EMT-II Matthew Sheaffer, EMT-II Joseph Peters, and EMS Intern William Freeman were presented with a Director's Certificate of Recognition Award, for their distinguished service to the EMS Division during the Ice Storm on December 16<sup>th</sup>.

I attended the Cumberland Safe Schools Association Meeting with Sgt. Thomas and Sgt. Crone. Attending this meeting were administrators from area school districts. Also attending this meeting were local Law Enforcement. The meeting was held at the Carlisle High School, Gerald L. Fowler Education Center. Safe Schools Association Chairman Mike Hurley was excited to see someone from the emergency services were in attendance to provide EMS assistance if needed.

The full-time EMS Staff was busy cleaning up EMS Station and starting to clean out the loft behind the second due ambulance in the bay. The clean out was started to decrease the items needing to be taken across the street when EMS moves into the new building.

I attended our normal monthly Safety Committee Meeting, this meeting as attended by other members from the Safety Committee. Joe Boslett from the Keystone Municipal Insurance Trust (KMIT) was also in attendance for the meeting to present the Work Place Safety Certification Class. This class is required annually for the members for the Safety Committee.

I attended a Traffic Committee meeting with other members of the Traffic Committee. The committee discussed traffic routes with the upcoming Rt. 15/581 construction.

I attended an OPSEC Workshop at the Wildwood Conference Center at HACC. I attended the workshop with EMT-II Amy and Public Safety Director/Chief of Police Williamson.

The EMS Division Command Staff attended a meeting the the Cedar Cliff High School SADD Club for the Mock DUI Crash Scheduled for Thursday May 15<sup>th</sup>. We were able to show the video from of the Mock Crash from 2004. After the video was done, there as a a buzz in the room of excitement of the students being really excited to participate in the Mock Crash this year for 2008.

John Kilby from Med-tronic came to the EMS Station to provide annual maintenance service to all the Township AED's, along with the AED's at EMS, Fire Department and the Police Department.

I attended the Memorial Service for Sgt. James Nelson from the Susquehanna Township Police Company. I attended the service with Chief Williamson, Sgt. Crone, and PSO Nace.

I attended a two day session on Israeli Perspective on Terrorism at the Wildwood Conference Center at HACC. I attended the the first two day sessions along the EMT-II Amy Nye.

Lower Allen Township EMS hosted an in-service training on the new ambulance litters. These two pieces of equipment were purchased through Emergency Medical Services Operating Fund Grant (EMSOF). This grant is provided from the PA. Department of Health an the Emergency Health Services Federation (EHSF). Joel Hocking from VE. Ralph our sales representative from whom Lower Allen EMS purchases all the medical supplies. Joel come to the EMS Station for a tow hours in-service to train the EMS Staff on the new ambulance litters.

Lower Allen Township EMS participated in a training night hosted by Lower Allen Twp. Fire Department. This training was an EMS/LA Fire Interface. Ambulance 174 was taken to Fire Station #2 and the purpose of this training was to give the fire department members a tour of the ambulance and explain the equipment that is carried on the ambulance. This will assist the fire department members in helping the EMS Division on medical assist calls or EMS calls in general. This will assist the fire department members in finding equipment on the ambulance if the duty crew is busy and needs an extra pair of hands in getting equipment off the ambulance.

I provided a guided tour of the New Municipal Services Center for the EMS Duty crew on Feb. 29, 2008. This was the first time EMT-III Hivner and EMT-II Peters have been through the new building since the walls have been up and the dry wall has been put into place with some of the finishing work has been started.

During the Month of February, I covered the following shifts on the ambulance. The shifts are as follows:

February 3, 2008: Second provider on the primary ambulance. 7a-7p.

In addition to the the ambulance crew's being very busy handling calls, EMS Division Chief Yohn responded on the following calls to assist:

02-01-2008: First block of Columbia Avenue, Assist Lower Allen Township EMS, Ambulance 174 with trouble breathing.

02-01-2008: 4500 block of Florence Ave, Assist Camp Hill EMS, Ambulance 14 with an overdose.

02-01-2008: Health South Renova, 4950 Wilson Lane, Assist Lower Allen Township EMS,

Ambulance 174 with a cardiac arrest.

02-01-2008: 910 Century Drive, Pinnacle Family Health Center, Assist Lower Allen Township EMS, Ambulance 174 with trouble breathing.

02-01-2008: 4700 block of Maple Ave, Assist Hampden Township EMS, Ambulance 171 with an auto medical alarm, which turned out to be a false trip.

02-04-2008: 5280 Simpson Ferry Road, Rite Aid Customer Care Center, Assist New Cumberland EMS, Ambulance 10 with a fall victim.

02-04-2008: Health South Renova, 4950 Wilson Lane, Assist Lower Allen Township EMS, Ambulance 174 with a ill person.

02-04-2008: 1800 block of Sheepford Road, Assist Fairview Township EMS, York County Ambulance 68-2 with abdominal pain.

02-06-2008: 900 Lisburn Road, Cedar Run Elementary, Assist Lower Allen Township EMS, Ambulance 174 with a ill person.

02-06-2008: 3000 block of Morningside Drive, Assist Lower Allen Township EMS, Ambulance 274 with an ill male.

02-07-2008: 900 Lisburn Road, Cedar Run Elementary, Assist Camp Hill EMS, Ambulance 14 with an ill subject.

02-07-2008: 1600 block Main Street in Lisburn, Assist Fairview Township EMS, York County Ambulance 68-1 with a fall victim.

02-08-2008: 1993 Hummel Avenue, Lower Allen Township Municipal Building, Assist Camp Hill EMS, Ambulance 14 with an allergic reaction.

02-08-2008: 3594 Capital City Mall Drive, Capital City Mall in the area of Victoria Secrets, Assist Lower Allen Township EMS, Ambulance 174 with a fall victim.

02-08-2008: 400 block of Candlewyck Road, Assist Lower Allen Township EMS, Ambulance 174 with a expiration.

02-11-2008: 2100 block of Wentworth Road, Assist Lower Allen Township EMS, Ambulance 274 with a fall victim.

02-11-2008: 400 block of Norman Road, Assist Lower Allen Township EMS, Ambulance 174, Ambulance 274 and LAFD with a possible chimney fire.

02-11-2008: Route 15 North Bound in the area of Lower Allen Drive, Assist Lower Allen Township EMS, Ambulance 174 and Ambulance 274 with an auto accident with entrapment.

02-11-2008: 1610 Carlisle Road, Grace Lutheran Church, Assist Lower Allen Township EMS, Ambulance 174 with a fall victim.

02-12-2008: Area of Petroleum Oil, Assist Lower Allen Township EMS, Ambulance 274 with an auto accident victim.

02-12-2008: 2209 Cedar Run Drive, Assist West Shore EMS, Ambulance 185 with an ill person.

\*\*02-15-2008: Second Due Ambulance Call, Health South Rehab, 175 Lancaster Blvd, Trouble Breathing call. Second Due Ambulance staffed by Division Chief Yohn and PSO Landis.

02-19-2008: 1500 block of Grandview Avenue, Assist Lower Allen Township EMS, Ambulance 274 with a suicide threat.

02-19-2008: Area of 5280 Area of Wendy's, Assist West Shore EMS, Ambulance 182 with an auto accident.

02-19-2008: Interstate 83 North Bound area of Mile Marker 40-A, Assist Lower Allen Township EMS, Ambulance 274 with an auto accident.

02-19-2008: 1500 block of Capital View Drive, Assist Lower Allen Township EMS, Ambulance 274 with a cardiac arrest.

02-20-2008: 2400 block of Gettysburg Road, Supply Source, Assist Lower Allen Township EMS, Ambulance 174 with chest pains.

02-21-2008: 4600 WestPort Drive, PHEAA, Assist Lower Allen Township EMS, Ambulance 274 with a hemorrhage.

02-23-2008: 30 block of Drexel Place, Assist Lower Allen Township EMS, Ambulance 174 with an unconscious person.

02-27-2008: 4525 WestPort Drive, Lower Allen Business Center, Assist Lower Allen Fire Department with an automatic fire alarm. Staffed Truck 12 with PSO Landis.

02-27-2008: 300 block of Somerset Drive, Assist Lower Allen Township EMS, Ambulance 274 with an ill female.

02-28-2008: Interstate 83 North Bound Mile Marker 40.0, Assist Lower Allen Township EMS, Ambulance 274 with an auto accident.

02-28-2008: 4191 Gettysburg Road, Assist Lower Allen Township EMS, Ambulance 274 with a cardiac arrest.

**Breakdown of EMS Division Chief Yohn's Assists:**

Total Number of Assists for the Month of February: 32

Assist to Lower Allen Township EMS Crews: 22  
Assist to mutual aid Ambulance Company 14: 3  
Assist to mutual aid Ambulance Company 71: 1  
Assist to mutual aid Ambulance Company 82: 1  
Assist to mutual aid Ambulance Company 85: 1  
Assist to mutual aid Ambulance Company 10: 1  
Assist to mutual aid Ambulance Company 68: 2  
Assist to Lower Allen Twp. Fire Department: 1

Second Due Ambulance Calls Staffed by Division Chief Yohn: 1

Total number of second due ambulance calls for the month of February: 27

The Second Due Ambulance was staffed by Division Chief Yohn, Part-time EMT's and the Public Safety Officers.

**Vehicle Maintenance:**

Ambulance 174: Normal Preventative Maintenance.

Ambulance 274: Sent to Bob Ruth Ford for a diesel fuel leak repair.

EMS Division Chief's Expedition: Normal Preventative Maintenance

Respectfully Submitted;

Christopher Yohn  
EMS Division Chief

# LOWER ALLEN TOWNSHIP E.M.S. MONTHLY REPORT January 2008

## SUMMARY

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
AMBULANCE 1-74 CALLS	124	85	124	85	+39
AMBULANCE 2-24 CALLS	65	93	65	93	-28
ASSISTS TO LOWER ALLEN	30	35	30	35	-5
ASSISTS TO OTHER DEPTS.	34	26	34	26	+8
PART TIME EMT HOURS	241	4.5*	241	4.5*	+236.5
VOLUNTEER EMT HOURS	0	0	0	0	0
VOLUNTEER CALLS	0	0	0	0	0

\*Due to 24-hour staffing with full-time EMTs and PSOs, 2007 stats show a drastic decrease in part-time EMT hours. January 2008 stats are much higher because of staffing a second ambulance. The second ambulance project began in April, 2007, so the first three months of this year will appear to have a higher difference when comparing first quarter 08 and first quarter 07 stats.

## LOWER ALLEN TOWNSHIP E.M.S. MONTHLY REPORT January 2008

### ASSISTS INTO LOWER ALLEN TOWNSHIP

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
NEW CUMBERLAND	2	1	2	1	+1
CAMP HILL	8	10	8	10	-2
WEST SHORE EMS (CO. 85)	0	5	0	5	-5
WEST SHORE EMS (CO. 82)	2	4	2	4	-2
HAMPDEN TWP.	18	15	18	15	+3
EAST PENNSBORO TWP.	0	0	0	0	0
FAIRVIEW TWP.	0	0	0	0	0
OTHER	0	0	0	0	0
<b>TOTAL</b>	<b>30</b>	<b>35</b>	<b>30</b>	<b>35</b>	<b>-5</b>

### ASSISTS TO OTHER DEPARTMENTS

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
NEW CUMBERLAND	5	1	5	1	+4
CAMP HILL	6	1	6	1	+5
LEMOYNE	5	4	5	4	+1
UPPER ALLEN	13	9	13	9	+4
MECHANICSBURG	0	1	0	1	-1
HAMPDEN	1	4	1	4	-3
SHIREMANSTOWN	0	3	0	3	-3
DILLSBURG	0	0	0	0	0
OTHER	4	3	4	3	+1
<b>TOTAL</b>	<b>34</b>	<b>26</b>	<b>34</b>	<b>26</b>	<b>+8</b>

## LOWER ALLEN TOWNSHIP E.M.S. MONTHLY REPORT January 2008

### AMUBLANCE RESPONSE

HOURS	CLASS 1	CLASS 2	CLASS 3	FIRE	ROUTINE	OTHERS
0700-1500	33	20	19	2	0	1
1500-2300	34	10	27	0	0	0
2300-0700	22	10	11	0	0	0
<b>TOTALS</b>	<b>89</b>	<b>40</b>	<b>57</b>	<b>2</b>	<b>0</b>	<b>1</b>

**KEY:** *Class 1 – Emergency Response, BLS and ALS*  
*Class 2 – Emergency Response, BLS only*  
*Class 3 – Non-emergency Response, BLS only*  
*Fire – Response with a fire company to a 911 call*  
*Routine – Transfer of a patient between health facilities*  
*Other – Stand-by, medical assists, drills, etc.*

### CALL ANALYSIS BY SHIFTS

HOURS	LOWER ALLEN EMS	ASSISTS	MUTUAL AID	TOTAL
0700-1500	74	0	7	81 Calls/0 Assists
1500-2300	74	0	19	93 Calls/0 Assists
2300-0700	41	4	4	45 Calls/4 Assists
<b>TOTALS</b>	<b>189</b>	<b>4</b>	<b>30</b>	<b>219 Calls/4 Assists</b>

*“Assists” denotes another ambulance company responding to a call with multiple patients in Lower Allen Township with Lower Allen Township EMS. “Mutual Aid” denotes another ambulance company responding to an emergency call in Lower Allen Township while Lower Allen EMS was committed to another call.*

## PUBLIC SAFETY OFFICERS

The Public Safety Officers have been very busy assisting the Department of Public Safety. The Public Safety Officers divide their time between the Police Division, EMS Division, Lower Allen Fire Company and the Lisburn Community Fire Company.

At the February 25<sup>th</sup>, Board of Commissioners Public Meeting, Public Safety Officer Ron Nye was presented with a Director's Certificate of Recognition Award, for his hard work and willingness to stay late to help out during the Ice Storm on December 16<sup>th</sup>.

When the Public Safety Officers are not busy handling emergency calls, they are at one of the three fire station performing the daily rig checks on the fire apparatus. This is to make sure that the apparatus is ready to respond in case of an emergency call.

The Safety Officers were very busy in the month assisting the Police Department with School Crossings. This gives the Police Department extra manpower for school crossings, and assisting the Police Department with other duties as they are needed.

The Public Safety Officers rounded out the Month of February with a training day at Fire Station #2. The day was spent with the morning half of the day viewing videos on hose line advancement and open discussion on the hoseline operations. The afternoon half of the day was spent doing hands on hose line advancement exercises. Public Safety Officer Ron Nye was the instructor for the training day.

Respectfully Submitted;

Christopher Yohn  
EMS Division Chief

## LOWER ALLEN TOWNSHIP PUBLIC SAFETY OFFICERS MONTHLY REPORT January 2008

Service Type	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
<b>EMS</b>					
Hrs Dedicated to EMS	65.50 hours		65.50 hours		
# of Dedicated EMS Calls	8		8		
Total # of EMS Calls	60		60		
# of EMS Calls as provider	7		7		
EMS Training Hours	0		0		
<b>LA Fire</b>					
# hrs on LAFC assist	10.5 hours		10.5 hours		
# of Fire Calls	22		22		
# PR Hours	0		0		
# Fire Prevention Hours	0		0		
# Hrs Apparatus Maint	121.5 hours		121.5 hours		
LAFC Training Hrs	19.0 hours		19.0 hours		
Total LAFC Events	22		22		
<b>Lisburn Fire</b>					
# hrs on LFC assists	1.25 hours		1.25 hours		
# of Fire Calls	1		1		
# PR Hours	0		0		
# Fire Prevention Hours	0		0		
# Hrs Apparatus Maint	36.5 hours		36.5 hours		
Lisburn Training Hrs	0		0		
Total LFC events	1		1		
<b>Police</b>					
# Hrs assisting PD	71.25 hours		71.25 hours		
# of PD calls handled	113		113		
# of PD Calls Assist	58		58		
PD, FD, EMS Administrative Hours	49.75 hours		49.75 hours		
Total PD events	171		171		

## **LOWER ALLEN FIRE COMPANY**

### **CHIEF'S REPORT**

Alarms for February totalled 46. Most noted was the mutual aid response to the 3 alarm house fire in Lemoyne.

The Fire Officers finished up specs for the new Truck 12 and forwarded a copy to Chief/Director Williamson for review.

# LOWER ALLEN TOWNSHIP FIRE DEPARTMENT MONTHLY REPORT January 2008

## TYPE OF SITUATION

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
FIRE/EXPLOSION	8	8	8	8	0
GOOD INTENT CALL	26	20	26	20	+6
HAZARDOUS CONDITION	1	3	1	3	-2
MALICIOUS FALSE CALL	0	1	0	1	-1
OTHER FALSE CALL	10	10	10	10	0
OVER PRESSURE RUPTURE	2	2	2	2	0
RESCUE	5	3	5	3	+2
SERVICE CALL	0	2	0	2	-2
SEVERE WEATHER/NATURAL DISASTER	0	0	0	0	0
<b>TOTAL</b>	<b>52</b>	<b>48</b>	<b>52</b>	<b>48</b>	<b>+4</b>

**LOWER ALLEN TOWNSHIP FIRE DEPARTMENT  
MONTHLY REPORT  
January 2008  
SITUATION BREAKDOWN**

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
STRUCTURE FIRE	8	6	8	6	+2
OUTSIDE OF STRUCTURE FIRE	0	1	0	1	-1
TREES, BRUSH, GRASS FIRE	0	0	0	0	0
REFUSE FIRE	0	0	0	0	0
VEHICLE FIRE	0	1	0	1	-1
RESCUE CALL	0	2	0	2	-2
AMBULANCE CALL	2	0	2	0	+2
HAZARDOUS CONDITION	1	0	1	0	+1
POWER LINE DOWN	0	1	0	1	-1
SPILL/LEAK-NO IGNITION	1	2	1	2	-1
AIRCRAFT STANDBY	0	0	0	0	0
SERVICE CALL	0	1	0	1	-1
ANIMAL RESCUE	0	0	0	0	0
WATER EVACUATION	0	0	0	0	0
COVER ASSIGNMENT	0	1	0	1	-1
GOOD INTENT CALL	18	15	18	15	+3
SMOKE SCARE	0	5	0	5	-5
STEAM, OTHER GAS FOR SMOKE	7	0	7	0	+7
CONTROLLED BURNING	0	0	0	0	0
FALSE CALL	1	7	1	7	-6
SYSTEM MALFUNCTION	7	3	7	3	+4
MALICIOUS/MISCHIEVOUS FALSE CALL	0	1	0	1	-1
UNINTENTIONAL FALSE CALL	2	0	2	0	+2
ARCING/SHORTED ELECTRICAL EQUIPMENT	0	0	0	0	0
EXTRICATION	3	1	3	1	+2
LOCK OUT	0	0	0	0	0
ASSIST POLICE	0	0	0	0	0
OTHER	2	1	2	1	+1
<b>TOTAL</b>	<b>52</b>	<b>48</b>	<b>52</b>	<b>48</b>	<b>+4</b>

## LOWER ALLEN TOWNSHIP FIRE DEPARTMENT MONTHLY REPORT January 2008

### FIRE COMPANY RESPONSES

COMPANY	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
LOWER ALLEN TWP.	26	25	26	25	+1
CAMP HILL BOROUGH	3	5	3	5	-2
DICKINSON TWP.	0	0	0	0	0
EAST PENNSBORO TWP.	0	1	0	1	-1
FAIRVIEW TWP.	2	3	2	3	-1
HARRISBURG CITY	2	0	2	0	+2
HAMPDEN TWP.	5	2	5	2	+3
LEWISBERRY BORO	0	0	0	0	0
LEMOYNE BORO	4	0	4	0	+4
MECHANICSBURG BORO	1	1	1	1	0
NEW CUMBERLAND BORO	2	2	2	2	0
SHIREMANSTOWN BORO	0	1	0	1	-1
SILVER SPRING TWP.	0	0	0	0	0
UPPER ALLEN TWP.	6	8	6	8	-2
WORMLEYSBURG	1	0	1	0	+1
OTHER	0	0	0	0	0
<b>TOTAL</b>	<b>52</b>	<b>48</b>	<b>52</b>	<b>48</b>	<b>+4</b>

**LOWER ALLEN TOWNSHIP FIRE DEPARTMENT  
MONTHLY REPORT  
January 2008  
UNIT RESPONSES WITHIN LOWER ALLEN**

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
CANCEL PRIOR TO RESPONSE	6	2	6	2	+4
CAMP HILL FIRE DEPT.	5	5	5	5	0
CAMP HILL E.M.S.	0	0	0	0	0
FAIRVIEW TWP. FIRE DEPT.	1	1	1	1	0
LEMOYNE FIRE DEPT.	0	0	0	0	0
HAMPDEN TWP. FIRE DEPT.	6	4	6	4	+2
HAMPDEN TWP. E.M.S.	0	0	0	0	0
NAVY SHIPS PARTS CONTROL CTR.	2	3	2	3	-1
NEW CUMBERLAND FIRE DEPT.	3	2	3	2	+1
NEW CUMBERLAND E.M.S.	0	0	0	0	0
UPPER ALLEN TWP. FIRE DEPT.	7	8	7	8	-1
WEST SHORE BUREAU OF FIRE	5	3	5	3	+2
CHIEF'S VEHICLE	4	6	4	6	+2
ENGINE 1-12	8	13	8	13	-5
ENGINE 2-12	9	15	9	15	-6
ENGINE 3-12	21	10	21	10	+11
ENGINE 4-12	0	0	0	0	0
NO RESPONSE	0	0	0	0	0
FAILED TO RESPOND	1	2	1	2	-1
PERSONAL VEHICLE	0	1	0	1	-1
SQUAD 12	15	9	15	9	+6
TRUCK 12	16	19	16	19	-3
UTILITY 12	2	4	2	4	-2
ENGINE 24	0	0	0	0	0
TANKER 24	0	2	0	2	-2
UTILITY 24	0	0	0	0	0
LOWER ALLEN E.M.S.	0	0	0	0	0
OTHER FIRE COMPANY	3	4	3	4	-1
OTHER E.M.S. COMPANY	0	0	0	0	0
<b>TOTAL</b>	<b>114</b>	<b>113</b>	<b>114</b>	<b>113</b>	<b>-1</b>

# LISBURN FIRE COMPANY MONTHLY REPORT January 2008

## SUMMARY

TYPE OF RESPONSE	Lisburn	Lower Allen	Upper Allen	Monaghan	Fairview	Lewisberry	New Kingston	Other
AUTO ACCIDENT					2			
AUTO ALARM								
C.O. ALARM								
EMERG. SERVICE								
FIRE-ANY TYPE		1	2		2			
HAZMAT								
INVESTIGATION								
RESCUE								
STANDBY								
TRANSFER								
OTHER					1			
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>

EMERGENCY SERVICE MAN HOURS	40
TRAINING MAN HOURS	4
AVERAGE PEOPLE PER CALL	4
FAILED CALLS	1
CANCELLED CALLS	2
TOTAL NUMBER OF CALLS	8



**Dianna Knisley**

**From:** Tamara Bieler  
**Sent:** Sunday, February 24, 2008 9:05 AM  
**To:** LA\_FIRE  
**Subject:** minutes

**Lower Allen fire Company No. 1  
Monthly Business Meeting Minutes  
February 2008**

**Meeting called to order by :** Mark Urich, President at 7:00 pm, February 13, 2008

**Special interest:** none

**Officers and members in attendance:**

Bill Bani	Tammy Bieler	Gary Frazer	Justin Hoyer
Chelsea Kisner	Jeff Kisner	Rodney Mumma	Bill Zorn
Dave Murdoch	Jeff Peters	Pat Plummer	Mark Richter
Mark Urich	Dave Warren	Bryan Kisner	Ben Lauer

**Presentations of Applications for Memberships:** none

**Previous Minutes:** approved as published

**Communications:** T. Bieler

Thank You from LAPD for donation on behalf of Rick Tamanosky's family

Thanks You from National Stroke Association for donation on behalf of John Eby's family

Donation for \$50.00 from Elaine Steinberg, 1612 Wyndham Rd

Communication for Diane Hoy, House Manager, UCP, 829 Lisburn Rd, the 4th resident has moved in

Grand opening of a store in Carlisle specializing in military and public safety crafts and gifts

**Fire Chief's Report: R. Mumma**

Officer's meeting and truck committee meeting held concurrently:

- current truck specs will be on review at St 1,2 and township bldg
- ordered three adapters for engines for hydrant connections, United Water is changing connections and we could see the in

Mechanicsburg and some parts of Lower Allen

- discussed SOG feedback from EMS and public safety, will review affected SOGs
- request for attendance at VFW re-location ceremony, D. Warren took the info
- \$90.00 donation from United Way

**Apparatus Maintenance: D. Warren**

Eng 3-12 – air leak repaired

U12 – transmission leak fixed, new tires and radiator replaced

**Training Report: T. Knepp**

no report

**Billing Committee: J.Polly**

no report

**Fundraising Committee: J. Polly**

no report

**Fire Prevention/Public Education:**

April 26<sup>th</sup>, Allen Middle School Parking Lot, Safety Day, will be setting up LZ and possible vehicle rescue scenario

**Maintenance Committee:** B. Zorn

Combo lock St 1 rear door replaced

Various lights and ballasts

**Fire Fighter's Activity Committee:** M. Urich

no report

**Membership Committee:**

Previous applicant Jim Grundon approved

**Presentation of Bills:** J. Polly

no report

**Treasurer's Report:** J. Polly

no report

**Unfinished Business:**

Range and dishwasher installed at St 2

By-law change from last meeting approved 7/0

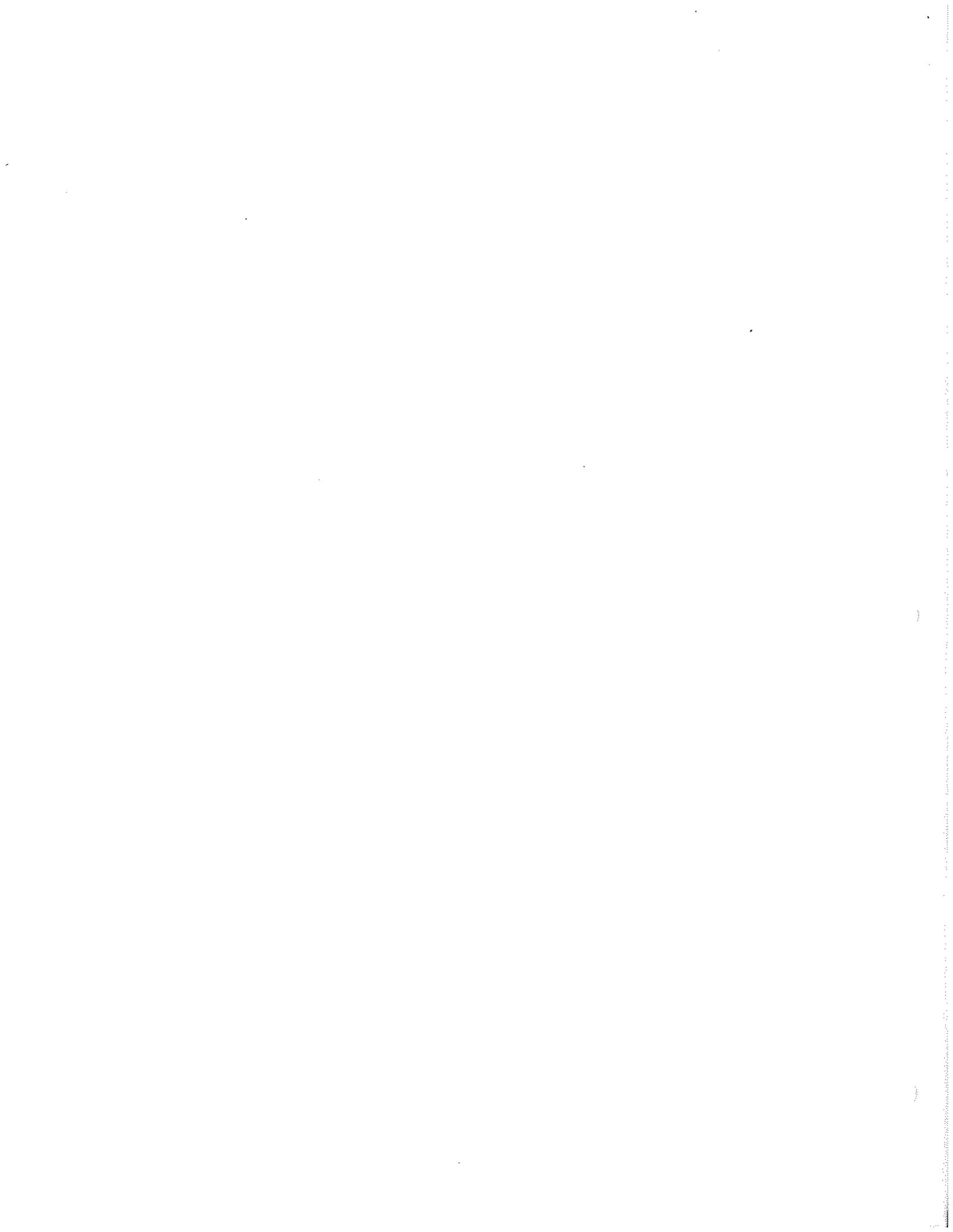
**New Business:**

Township budget training request – April 27<sup>th</sup>, 14 people to a flashover simulator, \$1033.96 + meals and mileage

**General Remarks:**

St 2 boiler inspector did not show up on the scheduled day

**Adjournment:** Motion by C. Kisner, 2<sup>nd</sup> Mark Richter, passed 7/0 at 7:25 pm.



## Lisburn Community Fire Company General Meeting Minutes

Date	February 7, 2008, 7:10 PM
X beside Officer's name indicates attended.	<input checked="" type="checkbox"/> President: Harold Turbett, <input checked="" type="checkbox"/> 1 <sup>st</sup> Vice President: Brian Kline, <input checked="" type="checkbox"/> 2 <sup>nd</sup> Vice President: Thomas Banks; <input checked="" type="checkbox"/> Treasurer: Matt Briggs, <input checked="" type="checkbox"/> Financial Secretary: Ruth Landis, <input checked="" type="checkbox"/> Secretary: Mary Ellen Banks, <input checked="" type="checkbox"/> Chief 24: Jack Souders, <input checked="" type="checkbox"/> Deputy Chief 24: Joshua Keller, <input checked="" type="checkbox"/> Assistant Chief 24: Bryce Landis, Directors: <input checked="" type="checkbox"/> Thomas Banks, <input checked="" type="checkbox"/> Marty Landis, <input checked="" type="checkbox"/> Jack Souders, <input checked="" type="checkbox"/> Larry Zook
X beside Member's name indicates attended.	<input type="checkbox"/> Lori Davis <input type="checkbox"/> Bernie Draisey, <input checked="" type="checkbox"/> Esther Draisey, <input checked="" type="checkbox"/> Doris Hoffman (Sis) <input type="checkbox"/> Arlene Lenker <input checked="" type="checkbox"/> Dianna McQuirk <input type="checkbox"/> John Titzel <input checked="" type="checkbox"/> Doris Turbett <input checked="" type="checkbox"/> Elaine Cady <input checked="" type="checkbox"/> Steve Cady, <input checked="" type="checkbox"/> Glenn Heller
# Attended	18
Location	LCFC Social Hall
Facilitator	President Harold Turbett
Recorder	Mary Ellen Banks, Secretary

### 1. Agenda:

1. Meeting Called to order with devotions and Pledge to the flag (Note: Late due to fire call)
2. Minutes from January 3, 2008 were Read and Approved

### 2. Correspondence:

1. Get well card to Dave Lenker sent
2. Sympathy card to Sis Hoffman (Paul, brother) sent
3. Get well card and fruit basket delivered to Jack Jr.

### 3. Reports:

<b>President – Harold Turbett</b>
Attended a meeting w/ Twp. on W/C. The insurance stuff is getting settled. There is a meeting w/ ins. Company scheduled next week to determine liability on everything such as the rentals, etc. Directors elected chairperson last month after meeting. Marty Landis was selected.
<b>1<sup>st</sup> Vice President – Brian Kline – No Report as VP</b>
<b>2<sup>nd</sup> Vice President – Thomas Banks - No Disciplinary actions this month.</b>
<b>Treasurer – Matt Briggs</b>
Financial Rpt.: Income under bingo – Dave turned in money to Ruth and took out cash for snowplowing. We need to make sure this doesn't happen again. Ending balance is deceiving (cost and income) per Ruth. Fundraiser has been sporadic so moved what was in checking into Truck Fund. Update on PNC loan to refinance. Had to reschedule meeting for Tuesday next week.
<b>Financial Secretary – Ruth Landis</b>
Vanguard balance: \$40315.81 (Truck fund) MM Report balance is \$88,978.70. (Int. Jan. was \$151.61) Received check from DJ – have first payment on the \$100.00 for bad check Have had too many things on plate, trips out of town, etc. Is her fault that June calendar got messed up and she scheduled wedding for the 14 <sup>th</sup> when the spaghetti dinner was planned. Discussion with firefighters and it was decided to change spaghetti dinner to the 15 <sup>th</sup> , Father's Day. Mary Ellen will change the event schedule and the flyers for the dinner. Will be in spring newsletter with incorrect date; however, next newsletter will be changed. Rental in fire hall Saturday.

<b>Secretary – Mary Ellen Banks</b>
<p>Fundraiser – Municipal Marketing – Collect email addresses next year.  New email address has been setup – <a href="mailto:LisburnCommunityFireCoInfo@Comcast.net">LisburnCommunityFireCoInfo@Comcast.net</a> This email address will be on all correspondence going forward, flyers, etc. Josh will be my back-up to check mailbox for questions, comments, etc.  Event schedule – in vestibule along with flyers for fisherman’s breakfast, etc.  Liberty Forge meeting @ Township 2/11 @ 7:30 PM  Per Lori, subs – will be at fire hall on 21<sup>st</sup> 4:00-5:00. If you can’t pick up then, call Lori and she will put in refer. (Exec. Board meeting night)  Dave Lenker is in hospital – operation. Sent get well card  Sis’s brother Paul passed away in Md. Sent sympathy card and did on-line sympathy expression  Jack Jr. had operation – Will deliver card and fruit basket since Jack is a firefighter and is hurt. (tore Achilles heel)</p>
<b>Chief 24 – Jack Souders</b>
<p>Siren works again. Does need more work  Engine has new tires  Tanker one rear tire went down. Called interstate towing &amp; recovery. Guy remounted, and checked it out. Did not charge us anything. Asked to have a letter written thanking them for work.</p>
<b>Deputy Chief 24 – Joshua Keller</b>
<p>Fire reports for 2007 were submitted to county:  Summary for 2007 calls. Bryce – top responder. #2, Jack. #3, Josh. #4, Jack, Jr. #5, Barry &amp; Larry, #6, Brian followed by Marty. 67 responses for engine – 1 minute 29 shortest response, longest 19 min. Avg. 6 min., 8 sec. Tanker had 29 responses. 0 minutes shortest response, 31 longest. Avg. 5 min., 27 sec. Calls were by township: 76 Fairview = 49.03%, 33 L/A = 21.29%, 22 U/A = 14.19%. Losses were the kitchen fire on Brandon Road.  Fire house vendor for new program to do county reports gave rate at \$1895 is reimbursed by township since in budget. Requests permission to purchase since fire co is billed.  New lights were completed in engine bay. Bill hasn’t been received yet.  Twp. Radios removal postponed by vendor  Kitchen ceiling is almost done – thanks to Steve Cady.</p>
<b>Assistant Chief 24 – Bryce Landis</b>
<p>Jan Man-hours - 40, Training – 4. Canceled twice. 8 calls for month. 5 fires, 2 auto accidents and 1 other. 1 in L/A, 2 U/A, 5 Fairview.</p>
<b>Director: Thomas Banks</b>
<p>Mary Ellen’s old company is going out of bsn. Marty was really interested in cubicle walls. We picked up walls today and they are in utility room. They are getting rid of a lot of stuff. If anyone wants anything – let him know. We are getting office chairs tomorrow, some office supplies. As of now, they are donating 2 stainless steel refers to the fire co. One is a 2-door; one is a 3-door. We just have to pick-up; however, can’t get until April – need to do thank you letter with approximate price on.</p>
<b>Director: Marty Landis – No Report as Director</b>
<b>Director: Jack Souders</b>
<p>Worked in urinals in fire hall. One of them has clog in drain lines. It works, but needs further work. Will finish after block shoot is done for the year. Ladies toilet in fire hall is now fixed.</p>
<b>Director: Larry Zook</b>
<p>Monday – people in Bingo could smell gas from kitchen. Ruth turned back vent knob to 20 in winter. In summer she keeps it opened more. Possibly need to open more. Jack – when you have a gas appliance that is not vented, you will pick up on that. Is not a real problem. Ruth – increase vent and should take care of.</p>
<b>President, Ladies Auxilliary: Dianna McGuirk</b>
<p>Sub sale – need to call Lori by the 14<sup>th</sup> with your order.  We have already purchased the chicken (breasts) - \$.79/lb. for Festival. Good price! We aren’t going to need dark meat.  Will be cooking turkeys on 3/8 for turkey dinner on the 9<sup>th</sup>.</p>
<b>Membership Committee - Marty Landis, Chairman</b>
<p>Lifetime membership – bronze wallet card. \$11.10 at Hank’s. Can still do script. Bryce suggests we do bronze card. Marty will get with Sis to come up with lifetime members for the bronze wallet card.</p>

It was decided that people that passed away in 2007 were: Levi, Hunsy Howard, and Mr. Reynolds. If someone dies and stated in obit that donations are to be sent to LCFC – a plaque goes on wall per Jack. None of these did so.

Application is comprehensive. Need to fill out completely. \$2.00 membership. S/S number only for new members. All new members will have background check done – not just firefighters.

**Block Shoot Committee – Steve and Elaine Cady, Co-Chairpersons**

Still moving right along. Regular guys turning out. Kitchen is doing well. Last week is Wed. before Easter. 3/19. Refrigerator freezes everything, need another one. Still need 2 volunteers to set block first week of month. End of Jan. passed \$1,000 profit per Ruth. Elaine thanked Larry for setting up every week.

**Festival Committee - Brian Kline, Chairman**

Band Contracts and amusement ride contracts are completed for Festival.

Bands are Southbound, Country Aires and Gospel groups that come on Thursdays.

**House and Grounds - Marty Landis**

Got quote G.T. Watts in Enola. 12X12X10 covering over door of social hall entrance is \$2,632:00. Aluminum which is easy to maintain. Only quote so far. President suggests other quotes to compare before bringing up for vote.

All of the floors in social hall need stripped cleaned and re-waxed. Sis will get estimate from same folks that we had do last year.

Need to repaint in social hall. Was suggested members take this project on.

Asked if Esther was checking freezer in pavilion. Answer – yes, was in there today and everything is clammy because there is no heat up there. Door was swelled. Previously pilot lights were on in kitchen, but we shut off all gas to save \$\$\$. Per Glenn, stack ovens should be turned on and brought up to temperature once a month.

**Bingo Committee – Dave Lenker – Not Present – No Report**

**Ways and Means Committee - Tom Banks, Chairman**

Per the direction of President that I should assign people to do events. Doesn't seem to be working. If anyone wants to handle any events, let me know.

**Fireman's Relief: No Report**

**4. Old Business:**

Item: None

**5. New Business:**

**Item:**

Brian needs \$200. for Easter Egg Hunt. . Discussion on giving Brian money. Motion made and passed to give Brian check for candy. He is to write check if returning any dollars.

Jack made motion that active firefighters be exempt from paying dues. Bryce 2<sup>nd</sup>. Motion did not pass.

One of the reasons we had dues is to keep current firefighters and members roster. After discussion, President asked for volunteers to be on committee to review and possibly amend by-laws concerning dues and membership. Tom Banks was put in charge of committee. Committee members are: Elaine, Steve, Marty, Doris, Dianna, and Sis. Jack did not want to serve on committee.

Motion to get money for program for county fire reports was made by Josh. Brian 2<sup>nd</sup>. Unanimous.

Jack – group that helped to do pavilion roof – would like to get \$25.00 gift cert. Mary Ellen, 2<sup>nd</sup>. All, yeas except Brian Kline. He opposed – want on record that he opposed because he didn't help to get a certificate. 18 people will get certificate @ \$450.00. Reminder made what these 18 people saved the fire company by doing this.

Steve wants to know if company wants to open an account with Myers Building Supply so we will get a discount. Good at any Myers location. Matt 2<sup>nd</sup>. Unanimous. Steve will get with Matt to do.

**6. For the Good of the Fire Company:**

**Item:**

Sis – next year Lisburn will be 270 years old. Nothing has been talked about yet. Possibly get a committee together to do something. Will let us know.

**7. Action Items**

Action Item #		Responsible	Due Date if any
A.1.	Thank you letter for interstate towing	Meb	
A.2.	Committee on dues – by-laws	Tom	
A.3.	Committee on Lisburn's BD	Sis	
A.4.	Get well card & fruit basket to Jack Jr.	Meb	
A.5.	Decide who are life members and order bronze wallet cards	Marty & Sis	
A.6.	Turn on stack ovens in pavilion monthly		
A.7.	Change event schedule and spaghetti dinner flyer	Meb	
A.8.	Collect email addresses when doing municipal marketing next year	Bryce	
A.9.	Fix urinal in fire hall	Jack	After block shoot
A.10.	Different refer in fire hall – freezes everything		
A.11.	More proposals for awning outside social hall	Marty	
A.12.	Quote for floors	Sis/Marty	
A.13.	Turn up gas vent in kitchen in social hall	Ruth	
A.14.	Certificates for workers on roof	Jack	
A.15.	Application for Myers to order building supplies	Steve/Matt	

### 8. Closing:

Item:
<ul style="list-style-type: none"> <li>• Motion to adjourn the meeting made by Esther. Brian 2<sup>nd</sup>, unanimous.</li> <li>• Meeting adjourned 9:04 PM</li> </ul>

Respectfully Submitted: Mary Ellen Banks