

# 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: December 21, 2007  
RE: **MONTHLY REPORT FOR NOVEMBER 2007**

November began with a well covered news story on the new “Rumbler” siren we had installed on two police cars. We were the first agency in the area to install these attention getting devices. The rumbler uses low frequency sound, similar to that of a sub-woofer on a stereo system, to enhance the vehicles normal siren. This device is on a 15 second timer switch and is to be used by officers with clearing intersections and to get the attention of drivers who will not move out of their way.

Today's automobiles use fairly good sound deadening material, sealing out noise from outside of the vehicle. Also, the new electronics and after market stereo systems prevent most noise from outside of the vehicle to enter as well. By using low frequency sound, you actually feel the rumbler more then you hear it. The vibrations alert the drivers, who then hopefully respond appropriately to the approach of an emergency vehicle. All four of the major television networks and the local papers picked the story up and provided very good coverage for the Township.

I also met with Dr. Rod Bartell for follow up on the previous assessment and meetings with the Board. It was a very interesting process that provided me with valuable insight for future planning.

On November 3<sup>rd</sup> and 17<sup>th</sup>, we ran additional police candidates through the academy entrance physical fitness examination. Four of the five candidates taking the exam successfully completed the examination. A list of certified eligible candidates was presented to the Board of Commissioners on November 26<sup>th</sup>. Two conditional job offers were made by the Board. One candidate immediately accepted the offer. The second candidate initially accepted, but then declined the offer.

This has been a frustrating hiring process for the Police Department. After what promised to be a very successful hiring process with 75 candidates taking the initial written test, it has evolved to the point where we are having a hard time getting three candidates to present to Civil Service for certification. We will be trying diligently to fill the list for presentation to Civil Service for the Board's December 26<sup>th</sup> meeting. We will be pushing to get a candidate for the January 15, 2008 academy class.

During the month, I attended training on Budgeting (Penn State), Blood Borne Pathogens, the new civilian performance evaluation system, hazardous materials operations level re-certification, and project planning. Additionally, I attended the Lisburn Community Fire Company, the PA Commission on Crime and Delinquency – Local Services Sub-committee meeting, a meeting on updating our snow emergency ordinance, a meeting with Principal Bob Savidge of Cedar Cliff High School, a Director's meeting, the Parents Advisory Council for Cedar Cliff High School, police and EMS staff meetings, Department Head meetings, a skate park feasibility meeting and the CED Staff meeting.

November marked the graduation ceremony for the 7<sup>th</sup> grade DARE class at Allen Middle School. This is the culmination of several weeks of work by Cpl. Richard Tamanosky, Officer Thomas Gelnett and Officer Edward Curtis.

I continue to work as needed with Steve Duffie on issues at the new Municipal Services Center. The building is really taking shape and everyone in the Department of Public Safety is looking forward to moving into the new facility. It is exciting to see the actual layout of the offices and rooms as the wall studding goes up.

EMT-II Amy Nye had been on a light duty assignment during much of the fall. She returned to her normal work schedule rotation at EMS in early November. During her time working in emergency management, she updated our All Hazards Plan and pulled together all of the necessary documentation for the Cumberland County Office of Emergency Preparedness as part of our continuing process of complying with the National Incident Management System. She was a great asset to the Township working in this capacity and to me personally by taking on those responsibilities.

I have enclosed a letter from Governor Edward G. Rendell to Officer Matthew Claeys. I submitted Officer Claeys' name through the PA Chiefs of Police for membership on the Motor Carrier Safety Advisory Committee. This is a state level committee that required Officer Claeys to take an oath of office to support his commission. Officer Claeys has excelled at performing motor carrier inspections as part of his MCSAP training. This will not only provide him with additional insight and information necessary to do his job, but will give Officer Claeys and the Township additional recognition for taking the lead in traffic safety.

Officer Claeys also coordinated our participation "Buckle Up PA – Thanksgiving Mobilization." We used this grant to provide additional officers to target the Main Street Lisburn speeding complaints. During the grant period, officers had 40 motorist contacts, issued 3 seat belt citations, 20 speeding citations, 13 other moving violations and 4 "other" citations. Officer spent 31 hours on details for this grant totaling \$985.55 in salary against a \$1,000 budget. We were notified in November that we were approved for a "Smooth Operator" grant for aggressive driving enforcement. This grant, encompassing four waves, will total \$12,000 for officer salary reimbursement on the enforcement details.

Also, Officer Briana Stevenson has successfully completed her 12 month probationary period and was granted regular full time status by the Board on November 26<sup>th</sup>.

The reports from the Public Safety Divisions follow. As always my staff and I are available to answer any questions or concerns the Board may have.

## POLICE DEPARTMENT OPERATIONAL SERVICES BUREAU

The total number on calls handled by the Police Department in November, 2007 was 1,390. The Lower Allen Twp Police Dept. had the highest number of dispatched calls from Cumberland County Communications with 1,179. East Pennsboro Twp. had the second highest number of dispatched calls with 998.

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

There were 65 traffic accidents reported to LATPD in November 2007. Of these, 17 were reportable and 48 were non-reportable traffic accidents. None of these traffic accidents were DUI related.

### MAJOR INCIDENTS

#### ROBBERIES (1)

11/10/07 1500 Block Cedar Cliff Dr (Business)(3 Arrested)(Cpl. Sentman and Det. McNair)

#### BURGLARIES (3)

11/10/07 1000 Block Wesley Dr. (Business)

11/11/07 1900 Block Sheepford Rd. (Residence)

11/17/07 900 Block Century Dr. x2 (Business)(1 Arrest)(Ofc. Justh and Sgt. Crone)

#### DOMESTIC ASSAULTS (5)

11/16/07 1400 Block Apple Dr. (1 Arrest)(Cpl. Williams)

11/21/07 1700 Block Weatherburn Dr. (1 Arrest)(Ofc. Curtis)

11/22/07 10 Block William Penn Dr. (1 Arrest)(Cpl. Sentman)

11/24/07 10 Block Plainview Rd. (1 Arrest)(Ofc. Justh)

11/30/07 3800 Block Glenwood Ave. (1 Arrest)(Ofc. Justh)

#### ASSAULTS (2)

11/26/07 5100 Block Simpson Ferry Rd. (1 Arrest)(Ofc. Heckler)

11/30/07 900 Block Lisburn Rd. (1 Arrest)(Cpl. Sentman)

#### HARASSMENT (3)

11/07/07 1200 Block Kelton Rd. (1 Cited)(Cpl. Sentman)

11/20/07 1300 Block Carlisle Rd. (1 Cited)(Ofc. Heckler)

11/28/07 900 Block Century Dr.

AUTO THEFTS (0)

There were no Auto Thefts reported during the month of November.

THEFTS (8)

11/01/07 1300 Block Carlisle Rd.  
11/06/07 10 Block Oneida Rd.  
11/07/07 3500 Block Hartzdale Dr.  
11/14/07 4700 Block Gettysburg Rd.  
11/14/07 4800 Block Gettysburg Rd.  
11/17/07 1100 Block Lowther Rd.  
11/21/07 1100 Block Lowther Rd.  
11/27/07 1300 Block Carlisle Rd.

RETAIL THEFTS

There were 10 retail thefts reported during the month of November with 13 arrests made.

THEFT FROM AUTO (6)

11/01/07 300 Block Deerfield Rd.  
11/01/07 400 Block Candlewyck Rd.  
11/15/07 700 Block Rupp Ave.  
11/21/07 10 Block Center Dr.  
11/21/07 1100 Block Columbus Ave.  
11/24/07 10 Block Colgate Dr.

DUI ARRESTS (8)

11/04/07 1100 Block Carlisle Rd. (Ofc. Curtis)  
11/05/07 800 Block Wesley Dr. (Ofc. Justh)  
11/07/07 800 Block Wesley Dr. (Ofc. Curtis)  
11/09/07 3400 Block Hartzdale Dr. (Ofc. Stevenson)  
11/16/07 Gettysburg Rd. @ Carlisle Rd. (Ofc. Curtis)  
11/22/07 5200 Block Simpson Ferry Rd. (Ofc. Foltz)  
11/22/07 Cedar Run Dr. @ Lisburn Rd. (Cpl. Sentman)  
11/25/07 4800 Block Gettysburg Rd. (Ofc. Justh)

PUBLIC DRUNKENNESS ARRESTS (7)

11/03/07 1800 Block Hummel Ave. (1 Cited)(Ofc. Scarlato)  
11/04/07 1100 Block Carlisle Rd. (1 Cited)(Ofc. Curtis)  
11/06/07 1100 Block Carlisle Rd. (1 Cited)(Ofc. Curtis)  
11/07/07 900 Block Rupp Ave. (1 Cited)(Ofc. Justh)  
11/07/07 10 Block Woodmere Dr. (1 Cited)(Ofc. Stevenson)

11/11/07 1400 Block Apple Dr. (1 Cited)(Cpl. Tamanosky)  
11/24/07 1100 Block Lowther Rd. (1 Cited)(Ofc. Foltz)

#### DRUGS (2)

11/15/07 Gettysburg Rd. @ Schuylkill Ave. (1 Cited)(Ofc, Stevenson)  
11/17/07 1600 Block Lowell Ln. (1 Cited)(Ofc. Justh)

#### UNDERAGE DRINKING ARRESTS (0)

There were no Underage Drinking arrests made during the month of November.

#### DISORDERLY CONDUCT / PRACTICES (4)

11/13/07 1300 Block Carlisle Rd. (2 Cited)(Cpl. Tamanosky)  
11/16/07 1300 Block Carlisle Rd. (1 Cited)(Cpl. Sentman)  
11/24/07 10 Block Mallard Ct. (1 Cited)(Ofc. Curtis)

#### CRIMINAL MISCHIEF (8)

11/01/07 1700 Block Carlisle Rd.  
11/03/07 100 Block Wesley Dr.  
11/07/07 4200 Block Gettysburg Rd.  
11/10/07 50 Block Center Dr.  
11/19/07 400 Block Deerfield Rd.  
11/20/07 1700 Block Kent Dr.  
11/26/07 Little League Dr. (1 Cited)(Cpl. Williams)  
11/27/07 4600 Block Westport Dr.

#### OTHER CRIMINAL OFFENSES

11/09/07 5300 Block Oxford Dr. (Unauthorized use of Credit Card)  
11/14/07 3800 Block Hartzdale Dr. (Indecent Exposure – 1 Arrest) (Sgt. Thomas and Det. McNair)  
11/17/07 Gettysburg Rd. @ Slate Hill Rd. (Unauthorized Use of Motor Vehicle – 1 Arrest) (Ofc. Stevenson)  
11/24/07 5100 Block Simpson Ferry Rd. (Loitering and Prowling – 1 Arrest)(Ofc. Justh)  
11/24/07 10 Block Mallard Ct. (Unauthorized Use of Motor Vehicle – 1 Arrest)(Ofc. Curtis)

#### ADDITIONAL INFORMATION

The Lower Allen Twp. Police Dept. ran an ENRADD speed detail on 11/6/07. The detail was run at Main St., Lisburn at Willow Bend Rd. and at the 1900 Block of Carlisle Rd. There were 27 traffic citations issued at the Main St., Lisburn location. There were 11 traffic citations issued at the 1900 Block of Carlisle Rd. location.

On 11/14/07, CSO William Johnson resigned his position as a Community Service Officer.

In November the Lower Allen Twp. Police Dept. participated in a Buckle Up PA enforcement wave. This wave occurred during the week of 11/19/07. Buckle Up PA sponsored the wave by giving the department a grant of up to \$1000.00 for salary reimbursement. During this enforcement wave, officers worked a total of 31 hours which totaled \$985.55 in salary reimbursement. There were 40 contacts made with 40 traffic citations issued. Three of these citations were issued for seatbelt violations.

As part of the Buckle Up PA enforcement wave, an ENRADD speed detail was run on 11/20/07. This detail took place at Main St., Lisburn at Willow Bend Rd. There were 17 traffic citations issued during this detail.

On 11/21/07, Cpl. Jeffrey Huff and Ofc. Douglas Foltz participated in a Roving DUI Patrol sponsored by the Cumberland County DUI Dept. Ofc. Foltz made one DUI arrest during this detail.

On 11/26/07, Ofc. Briana Stevenson successfully completed her probationary period and was appointed to a regular full-time status as a Patrol Officer.

On 11/27/07, CSO Kevin Kirsch changed his status from a Traffic Control CSO to a regular CSO. CSO Kirsch will go through FTO Training to prepare him for this new position.

Respectfully Submitted by:

Sgt. Gregory Thomas  
Bureau Commander of Operations

## **POLICE DEPARTMENT SUPPORT SERVICES BUREAU**

### **General:**

In addition to normal day to day duties, Sgt Crone has been continuing work on updating orders in the new format and bringing them into 5<sup>th</sup> edition CALEA compliance. This will be an ongoing effort over the next several months until all orders are uploaded to the DOCMGR system, which will virtually automate electronic distribution tracking for the order system. There are approximately 25 orders that still require initial revision and a half dozen to a dozen which have been forwarded for comments and further revision.

Sgt Crone attended a Department Head meeting, a Pa Police Accreditation Comiitee meeting and a DPS Chief's meeting. Sgt Crone also attended several budget meetings, a uniform committee meeting, a snow emergency planning meeting, and training on the new performance evaluations for non-sworn employees. Along with Officer Justh, Sgt Crone attended a breakfast meeting/overview of the Holy Spirit Hospital Sane Nurse program for victims of Sexual Assault.

Sgt Crone has also been working with JNET and DataworksPlus to clean up numerous issues with the conversion of our old records from METRO into our newer records system (CNET). Since last month, many revisions have been made. November testing of new deployment items has proven problematic and had resulted in some test items being dumped into production, causing serious issues. To date all issues have been addressed and deployment of upgrades is expected shortly.

Background checks on applicants, as well as other pre-hire activities, have been being handled by Director Williamson, Sgt Thomas, Sgt Crone, Cpl Huff, Cpl Sentman, Cpl Tamanosky, and Det Spaulding. At this point, we are very close to hiring, however there have been a number of setback such as applicants failing backgrounds and fitness testing as well as applicants taking jobs with other agencies.

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.

### **Quartermaster:**

All requests for uniforms were met. Remaining budget is going to be analyzed to determine the feasibility of stocking certain items for the coming year.

A uniform committee has been established and has had meetings to determine the direction of any changes in uniforms for all department personnel. The work-product of this committee will be recommendations for any uniform changes and a proposed policy to clarify the wearing of the various uniforms of the police department, as well as guidelines for non-uniform personnel. Two rounds of surveys have been done and samples of some items were obtained. A draft of the new uniform policy is nearing completion and we expect to meet after the holidays to firm up the proposal.

**Vehicles:**

All maintenance requests were met.

Testing has begun on new Air Cards for the mobile computers. If these prove effective, our monthly rates will be reduced and we will have better, more flexible connection to the Internet from the vehicle. This has spawned research into software and hardware that would allow officers to access everything they can in the office while out and about in the cars. This is very preliminary, with more to follow after selecting an Air Card.

**Training Function:**

Sgt. Thomas attended SRT Training

Annual Blood-borne pathogen training for all affected employees.

Officer Curtis, Officer Stevenson and Officer Claeys attended the PCCD Crime Prevention Practitioners' course.

Officer Stevenson attended Street Survival.

Officer Scarlato attended a TASER instructor recertification class.

Officer Martinez attended Spanish I for police officers to brush up on his Spanish as a pre-requisite for Spanish II.

**Technical Services (Tech Ickler):**

**Crime Scene Technician**

- 1.Updating equipment and supplies in the TSU
- 2.Purging old supplies from the Evidence Processing Area
- 3.Sprinter charger in the cab of the TSU has been repaired

**Evidence Technician**

- All evidence from the storage trailer has been transferred to 2217 Gettysburg Rd.
- Purging old Evidence from the Evidence Room
- Purging old equipment and supplies from the second floor storage area

**Projects**

- 1.Impound Garage and secure storage is completed at 2217 Gettysburg Rd.
- 2.Continuing to photograph new building

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

Five supervisory patrol shifts were covered during November to assist Cpl. Tamosky in continuing his coaching position at Cedar Cliff High School. Cpl. Huff participated in DUI Blitz and issued 3 traffic tickets on Nov. 21<sup>st</sup>. Sgt. Crone assisted the traffic safety unit with a speed detail/Click or Ticket detail on Main Street in Lisburn and wrote 7 traffic tickets.

A juvenile was arrested for Aggravated Assault and Institutional Vandalism at the Cedar Run School.

A warrant was issued for the arrest of an adult male for Burglary of a business on Century Dr. The suspect was an employee of a contract cleaning service for the business.

An adult male was arrested for Indecent Exposure for an incident at BJ's Wholesale Club.

Two adult male were arrested for two separate bad check cases at different locations.

Two juveniles were charged with Disorderly Conduct for fighting at Cedar Cliff H.S.

Criminal Investigations Unit responded for forensic call outs for a Robbery at the B.P. Station, a burglary and theft at the Comfort Inn.

New investigations initiated included a fraud at CVS where an unidentified female attempted to pass fraudulent traveler's checks. Weis Markets reported prescription drugs were stolen from their store at Lowther Road. Two other thefts reported at Weis Markets by employees that included a cell phone and a purse, all on different dates. A counterfeit \$ 10 bill was recovered from McDonalds on Wesley Dr. and a case was opened. A bad check case was reported by Commerce Bank on Simpson Ferry Rd. and an arrest is pending. A sexual assault case is under investigation after a female reported a sexual assault by a family member several years in ago.

As the month closed out, Detective McNair and Cpl Huff were following up on leads that would lead to the arrest of subjects for multiple robberies, including the robbery of our BP station on Cedar Cliff Drive.

**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, consideration is being given to layouts of the records area and issues regarding the move.

Respectfully submitted,  
Sgt. Leon G. Crone, Jr.

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
October 2007  
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>	1313	1314	14042	14230	-188
<b>GROUP A – OFFENSES</b>	52	29	450	413	+38
<b>GROUP B – OFFENSES</b>	19	8	196	168	+28
<b>REPORTABLE ACCIDENTS</b>	23	14	150	127	+23
<b>CRIMINAL ARRESTS</b>	53	52	546	486	+60
<b>TRAFFIC ARRESTS</b>	143	105	2351	2177	+174
<b>WARNING NOTICES</b>	14	56	370	517	-147
<b>TICKETS ISSUED</b>	29	29	423	426	-3

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
October 2007**

**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	52	29	450	413	+37
GROUP B – OFFENSES	19	8	196	168	+28
911 HANG-UPS	12	11	148	159	-11
ABANDONED VEHICLES	5	20	97	127	-30
ACCIDENTS-REPORTABLE	21	14	178	127	+51
ACCIDENTS-NON-REPORTABLE	45	37	356	309	+47
ALARMS	75	59	713	601	+112
ANIMAL COMPLAINT	27	17	270	263	+7
ASSIST AMBULANCE	91	95	847	783	+64
ASSIST FIRE COMPANY	18	22	234	127	+107
ASSIST OTHER DEPT.	30	41	368	339	+29
COUNTY COURT	0	0	4	8	-4
DISTRICT JUSTICE COURT	12	8	113	125	-12
DOMESTIC	14	22	194	257	-63
JUVENILE	14	23	132	119	+13
LOCKOUTS	13	19	135	149	-14
MENTALLY ILL	6	7	59	59	0
MOTORISTS ASSIST	16	33	229	229	0
SPECIAL DETAIL	245	194	2573	2290	+283
SUBPOENA SERVICE	0	0	0	8	-8
SUSPICIOUS ACTIVITY	43	40	399	423	-24
TRAFFIC STOPS	160	141	2120	2572	-452
SUSPICIOUS VEHICLE	22	11	131	133	-2
TRAFFIC RELATED	62	75	680	651	+29
WARRANT SERVICE	4	9	614	51	+563
OTHER	307	298	2578	3292	-714
<b>TOTAL</b>	<b>1313</b>	<b>1314</b>	<b>13371</b>	<b>14230</b>	<b>-859</b>

## LOWER ALLEN TOWNSHIP POLICE DEPARTMENT MONTHLY REPORT October 2007

### GROUP A OFFENSES

Group A Offenses	Code	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
Murder	09	0	0	0	1	-1
Sex Offenses	11	0	1	3	7	-4
Aggravated Assault	13A	0	2	0	2	-2
Simple Assault/Intimidation	13 B/C	6	2	57	50	+7
Theft Offenses	23	20	13	200	190	+10
Fraud	26	2	0	7	0	+7
Narcotics Violations	35	2	2	30	22	+8
Gambling	39	0	0	0	0	0
Prostitution	40	0	0	0	0	0
Kidnapping	100	0	1	0	1	-1
Robbery	120	0	0	1	0	+1
Arson	200	1	0	1	1	0
Extortion	210	0	0	0	0	0
Burglary	220	1	1	12	9	+3
Motor Vehicle Theft	240	0	0	3	5	-2
Forgery	250	1	2	21	30	-9
Embezzlement	270	0	0	0	11	-11
Stolen Property	280	0	0	3	0	+3
Vandalism	290	19	5	111	83	+28
Pornography	370	0	0	0	0	0
Bribery	510	0	0	0	0	0
Weapons Violation	520	0	0	2	1	+1
<b>Total Group A Offenses</b>		<b>52</b>	<b>29</b>	<b>451</b>	<b>413</b>	<b>+38</b>

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
October 2007**

**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	0	0	3	10	-7
Curfew/Loitering	90B	0	0	1	0	+1
Disorderly Conduct	90C	2	2	23	30	-7
Driving Under the Influence	90D	5	4	82	68	+14
Drunkenness	90E	2	0	26	24	+2
Family Offenses	90F	0	0	0	0	0
Liquor Law Violations	90G	9	2	34	26	+8
Peeping Tom	90H	0	0	0	0	0
Runaway	90I	0	0	0	0	0
Trespass	90J	0	0	4	1	+3
All Other Offenses except traffic	90Z	1	0	23	9	+14
<b>Total Group B Offenses</b>		<b>19</b>	<b>8</b>	<b>196</b>	<b>168</b>	<b>+28</b>
<b>Total Offenses (A+B)</b>		<b>71</b>	<b>37</b>	<b>646</b>	<b>581</b>	<b>+65</b>

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
October 2007  
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	34	13	754	427	+327
Non-Traffic Citation	6	0	13	9	+4
Driving While Intoxicated	0	1	5	6	-1
Custodial Arrests	0	0	6	6	0
Warrants Served	1	1	14	9	+5
Traffic Complaints	8	2	144	58	+86
Calls Covered	7	2	111	76	+35
Back-up Patrol	7	3	160	79	+81
Shifts Covered	6	8	33	22.5	+10.5
MCSAP Inspections	4	0	36	11	+25
Trucks taken out of service	4	0	19	7	+12
Driver(s) taken out of service	2	0	5	0	+5
MCSAP related citations	10	0	34	12	-9
Reportable Crashes Inv.	8	2	41	25	+16
Percentage of Reportable Crashes for the Month	19%	14%		61.69%	
Non-Reportable Crashes Inv.	4	2	72	28	+44
Percentage of Non-reportable Crashes for the Month	17	5%		31.25%	
County Accident Reconstruction Team Activity	0	0	4	0	+4
County Forensics Team Activity	0	0	0	0	0

**Details for the Month:**

ENRADD Detail conducted on 10/09/07 in the 1900 blk of Carlisle Road  
MCSAP call out on 10/22/07  
PSP Reconstruction Seminar 10/02/07 to 10/04/07  
MCSAP detail on 10/16/07 and 10/24/07  
Range on 10/22/07

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
 MONTHLY REPORT  
 October 2007  
 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	5		17		
Complaint Involvement	152		845		
Incidents Initiated	0		0		
Incident Involvement	24		144		
Traffic Citations	10		17		
Non-Traffic Citations	3		36		
Criminal Arrests	7		42		
Warrants Served or Satisfied	4		34		
Prisoner Transports	3		11		
Drug Task Force Activity	0		0		
Technical Services – Evidence Tech	1		11		
Technical Services - Investigators	2		14		
Local Background Checks	10		93		
County Forensics Team Activity	0		0		
County Accident Reconstruction Team Activity	0		0		

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

## EMERGENCY MEDICAL SERVICES CAPTAIN'S REPORT

The Month of November was again very busy for the EMS Division. The EMS Division handled 180 calls for service. The breakdown of the calls for service are as follows: Ambulance 174 handled 85 calls for service. Ambulance 274 handled 95 calls for service.

The second due ambulance was placed in service for the Month of November. During the Month of November, the second due ambulance handled 10 calls for service. Five were included in the 85 calls for service handled by Ambulance 174. And the other five calls were included in the 95 calls for service handled by Ambulance 274.

The Month of November started off with a meeting with Public Safety Director Williamson and Fire Department Engineer Zorn at the job office to determine where the ice machine should be located in the new building, after the meeting, a brief walk through of the construction was conducted and a walk through of the building.

Lower Allen Township EMS had the opportunity to provide additional stand-by coverage for the Trinity High School. Trinity High School Shamrocks came through the footballs season undefeated, Lower Allen Township EMS was contacted to provide two additional Friday nights for stand-by service for their two playoff games.

I attended the public meeting along with other township staff to review the 2008 operating budget for Lower Allen Township.

I attended the mandatory performance evaluation training along with other township staff that was presented Assistant Manager Faust to make all of the staff was trained and familiar with the new evaluations for this years round to evaluations.

Lower Allen Township EMS hosted a Hazardous Materials Operations Refresher for all the full-time staff members and the part-time staff members and this class was open to other township staff if they wanted to attend. This class was presented by Glenn Dressler, a Firefighters and Haz-mat Specialist for the Fairfax County (VA) Fire and Rescue Department. The class was held at the Lower Allen Township Fire Station #2.

I attended the Cumberland County EMS Council Meeting. At this meeting the election of the 2008 officers took place. Other EMS Chief's in Cumberland County attended this meeting also.

I attend a meeting of the Public Safety Officers, this is our regular scheduled bi-monthly meeting. EMS Staff meetings will be scheduled on the every other month opposite the Public Safety Officer meetings.

I attended the EMS Chief's meeting held the Hampden Township's Emergency Services Building. This meeting was attended by EMS Chiefs from West Shore EMS, Silver Springs EMS, East Pennsboro Township EMS, Dillsburg EMS, Camp Hill EMS, Hampden Township EMS.

Lower Allen Township EMS hosted an continuing educations session. The topics discussion were Carbon Moxide Emergencies, and Blood Borne Pathogens. The topics were presented by Glenn Dressler and Amy Nye.

I attended another budget review meeting along with other Township Staff.

I met with Executive Assistant Dianna Knisley to put the last minute finishing touches on the 2008 Ambulance Membership Fund Drive prior to it being sent to off to HAPSCO Printing.

I attended a walk through of the new building with other township staff.

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

- November 1, 2007: Second provider on the second due ambulance.
- November 5, 2007: Second provider on the second due ambulance.
- November 7, 2007: Second provider on the primary ambulance.
- November 7, 2007: Second provider on the second due ambulance.
- November 8, 2007: Second provider on the second due ambulance.
- November 14, 2007: Second provider on the second due ambulance.
- November 19, 2007: Second provider on the second due ambulance.
- November 21, 2007: Second provider on the second due ambulance.

**Dates of Interest:**

11-02-07: Stand-by Coverage for Trinity High School Playoff Football game.

11-07-07: Traffic Calming Committee Meeting.

11-08-07: Mandatory Performance Evaluation Training.

In addition to the ambulances being very busy, EMS Division Chief Yohn responded on the following calls to assist:

11-01-07: 100 block of Blacksmith Road, Assist Ambulance 274 with lifting assistance of an auto accident victim.

\*\*11-01-07: Second Due Ambulance Call, 1505 Simpson Ferry Road, Boro of New Cumberland for a fall victim. Staffed by Capt. Yohn and EMT-I DeHaven.

11-02-07: 1010 Wesley Drive, McDonald's, Assist Ambulance 274 with syncope(fainting).

- 11-02-07: Route 15 Ramp at Rossmoyne Road, Assist Ambulance 274 with an auto accident.
- 11-05-07: 3594 Capital City Mall Drive, Capital City Mall, Assist Ambulance 174 and LAFD with odor of something burning in the building.
- 11-06-07: 4716 Gettysburg Road, Select Medical, Assist Ambulance 274 with seizures.
- 11-06-07: 1700 block of Olmstead Way, Assist Ambulance 274 with a ill male.
- 11-07-07: 1600 Carlisle Road, Second Provider on the Primary Ambulance, for an ill person. Staffed by Capt. Yohn and EMT-II Harlan.
- 11-07-07: 900 Lisburn Road, Cedar Run Elementary, Second provider on the primary ambulance, for an ill person.
- 11-07-07: Bethany Village West, 5225 Wilson Lane, Assist Ambulance 274 with a cardiac arrest.
- 11-08-07: 1100 block of Columbus Ave, Assist Ambulance 274 with a cardiac arrest.
- 11-09-07: Health South Renova, 4950 Wilson Lane, Assist Ambulance 274 with a cardiac arrest.
- 11-13-07: 1195 Lowther Road, Area of Weis Market, Assist Ambulance 174 with an auto accident. All units canceled by Fire Department.
- 11-13-07: 3809 Hartzdale Drive, Yamaha of Camp Hill, Assist Ambulance 174 with seizures.
- 11-15-07: Gettysburg Road at Slate Hill Road, Assist Ambulance 174 with an auto accident.
- 11-15-07: 900 Lisburn Road, Cedar Run Elementary, Assist Ambulance 174 with an ill person.
- \*\*11-15-07: Second Due Ambulance Call, Area of Bethany Village West, 5225 Wilson Lane, Auto accident. Staffed by Capt. Yohn and EMT-I Bieler.
- 11-16-07: 3594 Capital City Mall, Capital City Mall, Area of Macy's, Assist Ambulance 174 with an auto accident victim.
- 11-20-07: 469 Bethany Village, Assist Ambulance 274 with chest pain.
- 11-21-07: Route 581 East Bound at mile marker 6.3, Assist Ambulance 274, Ambulance 171 and Ambulance 271 with an auto accident.

- 11-22-07: 2000 block of Carlisle Road, Assist Ambulance 274 with lift assistance.
- 11-26-07: 3594 Capital City Mall, Capital City Mall, in the area of JC Penny's, Assist Ambulance 174 with chest pain.
- 11-26-07: 860 Century Drive, Kohl Building Products, Assist Ambulance 174 with an ill male.
- 11-27-07: Bethany Village West, 5225 Wilson Lane, Assist Ambulance 174 with a cardiac arrest.
- 11-27-07: Wesley Drive in area of Route 15, Assist Ambulance 182 and Ambulance 482 with an auto accident.
- 11-28-07: 4725 Gettysburg Road, Allen Middle School, Assist Ambulance 174 with chest pains.
- 11-28-07: 1800 block of Holly Drive, Assist Ambulance 14 with a CVA.
- 11-30-07: 900 Lisburn Road, Cedar Run Elementary, Assist Ambulance 174 with a hand injury.

**Breakdown of the EMS Captain's Assist Calls:**

Total Number of assists for the Month of November: 24  
Assist to Lower Allen Township EMS Crews: 20  
Assist to mutual aid Ambulance Company 71: 1  
Assist to mutual aid Ambulance Company 82: 1  
Assist to mutual aid Ambulance Company 14: 1  
Assist to Lower Allen Township Fire Dept.: 1

Second Due Ambulance calls staffed by Capt. Yohn: 2  
Primary Ambulance calls staffed by Division Capt. Yohn: 2  
Total number of second due calls for the month of November : 10  
The second due ambulance was staffed by Capt. Yohn, Part-time EMT's and the Public Safety Officers.

**Vehicle Maintenance:**

Ambulance 174: Normal preventative maintenance.

Ambulance 274: Normal preventative maintenance.

EMS Division Chiefs Expedition: Normal preventative.

Respectfully Submitted;

Christopher Yohn, EMS Division Chief

# LOWER ALLEN TOWNSHIP E.M.S. MONTHLY REPORT October 2007

## SUMMARY

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
AMBULANCE 1-74 CALLS	131	94	772	869	-97
AMBULANCE 2-24 CALLS	65	112	1061	874	+187
ASSISTS TO LOWER ALLEN	46	42	343	425	-82
ASSISTS TO OTHER DEPTS.	24	23	283	251	+32
PART TIME EMT HOURS	380.75	36	2161.75	2195.50	-33.75
VOLUNTEER EMT HOURS	0	0	0	0	0
VOLUNTEER CALLS	0	0	0	0	0

## LOWER ALLEN TOWNSHIP E.M.S. MONTHLY REPORT October 2007

### ASSISTS INTO LOWER ALLEN TOWNSHIP

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
NEW CUMBERLAND	2	9	4	18	-14
CAMP HILL	15	10	97	137	-40
WEST SHORE EMS (CO. 81)	1	2	25	26	-1
WEST SHORE EMS (CO. 82)	6	4	38	45	-7
HAMPDEN TWP.	22	17	164	188	-24
EAST PENNSBORO TWP.	0	0	0	1	-1
FAIRVIEW TWP.	1	0	12	10	+2
OTHER	0	0	0	0	0
<b>TOTAL</b>	<b>46</b>	<b>42</b>	<b>339</b>	<b>425</b>	<b>-86</b>

### ASSISTS TO OTHER DEPARTMENTS

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
NEW CUMBERLAND	1	3	16	15	+1
CAMP HILL	8	6	33	23	+10
LEMOYNE	0	2	37	22	+15
UPPER ALLEN	5	9	84	105	-21
MECHANICSBURG	2	0	17	15	+2
HAMPDEN	4	1	39	28	+11
SHIREMANSTOWN	0	1	12	10	+2
DILLSBURG	0	0	0	0	0
OTHER	4	1	45	33	+12
<b>TOTAL</b>	<b>24</b>	<b>23</b>	<b>283</b>	<b>251</b>	<b>+32</b>

## LOWER ALLEN TOWNSHIP E.M.S. MONTHLY REPORT October 2007

### AMUBLANCE RESPONSE

HOURS	CLASS 1	CLASS 2	CLASS 3	FIRE	ROUTINE	OTHERS
0700-1500	35	30	17	0	0	3
1500-2300	26	20	23	0	0	4
2300-0700	21	6	11	0	0	0
<b>TOTALS</b>	<b>82</b>	<b>56</b>	<b>51</b>	<b>0</b>	<b>0</b>	<b>7</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	82	1	19	101 Calls/1 Assist
1500-2300	73	2	21	94 Calls/2 Assists
2300-0700	41	3	7	48 Calls/3 Assists
<b>TOTALS</b>	<b>196</b>	<b>6</b>	<b>47</b>	<b>243 Calls/6 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.*

## **LOWER ALLEN FIRE COMPANY**

### **CHIEF'S REPORT**

There were 60 total calls in November. Total for the last 12 months is 677. We are on our way to a 700 response year. That will be a first.

Nominations for elected offices took place in November. Elections will take place in December. I will list out the elected members in next month's report.

Interest continues with the sale of Truck 12. The Kirksville Fire Department was in to look over the Truck and we have not heard back from them yet. Other interest is still pending.

Manpower continues to be strong throughout the remainder of the calendar year.

The Fire Department is in the process of revising our Standard Operating Guidelines and hope to have them implemented by the beginning of February.

# LOWER ALLEN TOWNSHIP FIRE DEPARTMENT MONTHLY REPORT October 2007

## TYPE OF SITUATION

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
FIRE/EXPLOSION	7	9	76	79	-3
GOOD INTENT CALL	22	22	219	205	+14
HAZARDOUS CONDITION	8	5	56	39	+17
MALICIOUS FALSE CALL	0	0	2	0	+2
OTHER FALSE CALL	13	9	95	95	0
OVER PRESSURE RUPTURE	1	0	8	8	0
RESCUE	6	6	65	70	-5
SERVICE CALL	4	3	50	37	+13
SEVERE WEATHER/NATURAL DISASTER	0	0	2	2	0
<b>TOTAL</b>	<b>61</b>	<b>54</b>	<b>571</b>	<b>535</b>	<b>+36</b>

**LOWER ALLEN TOWNSHIP FIRE DEPARTMENT  
 MONTHLY REPORT  
 October 2007  
 SITUATION BREAKDOWN**

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
STRUCTURE FIRE	3	7	48	58	-10
OUTSIDE OF STRUCTURE FIRE	2	1	5	3	+2
TREES, BRUSH, GRASS FIRE	0	1	13	12	+1
REFUSE FIRE	0	0	3	2	+1
VEHICLE FIRE	2	0	7	4	+3
RESCUE CALL	6	0	53	1	+52
AMBULANCE CALL	0	6	9	13	-4
HAZARDOUS CONDITION	3	2	29	38	-9
POWER LINE DOWN	0	0	2	1	+1
SPILL/LEAK-NO IGNITION	3	3	14	12	+2
AIRCRAFT STANDBY	1	0	5	2	+3
SERVICE CALL	3	0	31	30	+1
ANIMAL RESCUE	0	0	1	0	+1
WATER EVACUATION	0	1	4	1	+3
COVER ASSIGNMENT	1	0	12	4	+8
GOOD INTENT CALL	19	19	197	184	+13
SMOKE SCARE	1	0	20	14	+6
STEAM, OTHER GAS FOR SMOKE	1	2	1	4	-3
CONTROLLED BURNING	1	0	1	1	0
FALSE CALL	2	0	15	16	-1
SYSTEM MALFUNCTION	7	4	42	48	-6
MALICIOUS/MISCHIEVOUS FALSE CALL	0	0	2	5	-3
UNINTENTIONAL FALSE CALL	4	5	23	28	-5
ARCING/SHORTED ELECTRICAL EQUIPMENT	1	1	6	8	-2
EXTRICATION	0	0	3	8	-5
LOCK OUT	0	0	0	0	0
ASSIST POLICE	2	2	3	2	+1
OTHER	0	0	13	7	+6
<b>TOTAL</b>	<b>54</b>	<b>54</b>	<b>564</b>	<b>535</b>	<b>+29</b>

**LOWER ALLEN TOWNSHIP FIRE DEPARTMENT  
 MONTHLY REPORT  
 October 2007**

**FIRE COMPANY RESPONSES**

COMPANY	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
LOWER ALLEN TWP.	49	32	342	312	+30
CAMP HILL BOROUGH	1	7	41	39	+2
DICKINSON TWP.	0	0	0	0	0
EAST PENNSBORO TWP.	1	0	7	2	+5
FAIRVIEW TWP.	0	3	48	38	+10
HARRISBURG CITY	1	0	18	15	+3
HAMPDEN TWP.	2	3	18	25	-7
LEWISBERRY BORO	0	0	0	0	0
LEMOYNE BORO	3	1	27	17	+10
MECHANICSBURG BORO	1	0	4	4	0
NEW CUMBERLAND BORO	1	1	10	16	-6
SHIREMANSTOWN BORO	0	2	5	13	-8
SILVER SPRING TWP.	0	0	0	0	0
UPPER ALLEN TWP.	1	5	47	52	-5
WORMLEYSBURG	1	0	1	0	+1
OTHER	0	0	3	2	+1
<b>TOTAL</b>	<b>61</b>	<b>54</b>	<b>571</b>	<b>535</b>	<b>+36</b>

## LOWER ALLEN TOWNSHIP FIRE DEPARTMENT MONTHLY REPORT

October 2007

### UNIT RESPONSES WITHIN LOWER ALLEN

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
CANCEL PRIOR TO RESPONSE	9	5	58	59	-1
CAMP HILL FIRE DEPT.	2	7	36	42	-6
CAMP HILL E.M.S.	0	0	0	0	0
FAIRVIEW TWP. FIRE DEPT.	0	0	17	15	+2
LEMOYNE FIRE DEPT.	0	0	0	0	0
HAMPDEN TWP. FIRE DEPT.	4	4	30	35	-5
HAMPDEN TWP. E.M.S.	0	0	0	0	0
NAVY SHIPS PARTS CONTROL CTR.	4	2	31	17	+14
NEW CUMBERLAND FIRE DEPT.	3	2	12	19	-7
NEW CUMBERLAND E.M.S.	0	0	0	0	0
UPPER ALLEN TWP. FIRE DEPT.	3	7	50	60	-10
WEST SHORE BUREAU OF FIRE	7	3	36	34	+2
CHIEF'S VEHICLE	6	6	73	93	-20
ENGINE 1-12	21	19	156	49	+107
ENGINE 2-12	31	17	181	194	-13
ENGINE 3-12	10	3	88	92	-4
ENGINE 4-12	0	0	0	38	-38
NO RESPONSE	0	0	6	1	+5
FAILED TO RESPOND	2	4	30	35	-5
PERSONAL VEHICLE	0	0	3	6	-3
SQUAD 12	22	10	149	126	+23
TRUCK 12	6	15	125	113	+12
UTILITY 12	2	9	51	37	+14
ENGINE 24	0	0	5	5	0
TANKER 24	0	0	8	2	+6
UTILITY 24	0	0	0	0	0
LOWER ALLEN E.M.S.	0	0	0	0	0
OTHER FIRE COMPANY	3	3	47	31	+16
OTHER E.M.S. COMPANY	0	0	0	0	0
<b>TOTAL</b>	<b>61</b>	<b>116</b>	<b>1091</b>	<b>1103</b>	<b>-12</b>

# LISBURN FIRE COMPANY MONTHLY REPORT October 2007

## SUMMARY

TYPE OF RESPONSE	Lisburn	Lower Allen	Upper Allen	Monaghan	Fairview	Lewisberry	New Kingston	Other
AUTO ACCIDENT			1		2			
AUTO ALARM					1			
C.O. ALARM								
EMERG. SERVICE								
FIRE-ANY TYPE			1					
HAZMAT								
INVESTIGATION								
RESCUE								
STANDBY								
TRANSFER								1
OTHER								
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>1</b>

EMERGENCY SERVICE MAN HOURS	27
TRAINING MAN HOURS	12
AVERAGE PEOPLE PER CALL	3
FAILED CALLS	0
CANCELLED CALLS	2
TOTAL NUMBER OF CALLS	6

**Dianna Knisley**

**From:** Tamara Bieler  
**Sent:** Saturday, November 17, 2007 9:54 AM  
**To:** LA\_FIRE  
**Subject:** November minutes in different format

# **Lower Allen Fire Company No. 1**

## **Monthly Business Meeting Minutes**

### **November 2007**

**Meeting called to order by :** Steve Overmiller, President at 7:05 pm, November 14, 2007

**Special interest:** none

**Officers and members in attendance:** see attached

**Presentations of Applications for Memberships:** R. Nye

Brandon Freistat

**Previous Minutes:** September and October - approved as published

**Communications:** T. Bieler

- Thank you from Christ Presbyterian Nursery School for fire prevention program
- Thank you and check for \$250.00 from Cumberland County Bureau of Elections for use of St 2
- \$2500.00 donation from the estate of Lillian Kranzel
- \$75.00 donation for participation in Mechaniscburg Halloween Parade
- Invite to "Lights on For Life" December 7<sup>th</sup> – watch for e-mail
- Hershey Bears "Hometown Heroes" discount on tickets – Nov 17<sup>th</sup> and Feb 24<sup>th</sup> - see Tammy
- Fireman's Bowling Tournament in Blue Bell, Pa – flyer up at St 2 if interested
- Request for a patch for the FDNY Fire Zone Museum
- Invitation to participate in Big 33 Superbowl 2008 ticket fundraiser

- Rolling Green Cemetery brochure on the Public Servants Program; includes numerous free services for FFs\Police Officers for LODD. Info downstairs by magazines at St 1

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

-677 calls last 12 months – increase from previous year

-Looking for input regarding SOGs prior to next month's officer's meeting

-Pictures for 2008 Township ID badges after December business meeting

-Truck 12 continues to receive interest from prospective buyers

-Township budget meetings on-going

\*With the influx of new members and personalities, let's keep conflicts at a minimum by communication and calm tempers. Work together to continue keeping our morale high through the coming year.

**Apparatus Maintenance:** D. Warren

Truck 12 – radiator repaired; part on order for retract/extend; motors for deck gun need repaired

Squad 12 – faulty coolant level sensor replaced

Eng 1-12 – warranty work done on a recall part

**Training Report:** T. Knepp

Training meeting on Tuesday, November 20<sup>th</sup> at 6:30 for 2008 training ideas – all are welcome

**Billing Committee:** J.Polly

no report

**Fundraising Committee:** J. Polly

Returns from September mailing - \$38,704 residential, \$6,025 business = \$44,729

No communications with HAAS on previous problem and no bill yet

**Fire Prevention/Public Education:** R. Mumma

Thank you to all who helped during Fire Prevention Week

**Maintenance Committee:** B. Zorn

no report

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

Thanks to all for making the banquet a success this year

**Membership Committee:**

no report

**Presentation of Bills:** J. Polly

Comcast - \$69.35

Chicken BBQ rolls - \$34.32

Credit Cards - \$527.44

Monthly expense allowance - 3@\$100 = \$300.00

Motion to pay bills – R. Mumma

2<sup>nd</sup> – J. Hoyer

Pass – 12/0

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

As of 10/31/07:

General fund - \$8,254.15

Money Market - \$39,121.46

Fundraiser - \$139,670.57

Motion to accept report – P. Plummer

2<sup>nd</sup> – T. Cook

Passed – 15/0

**Unfinished Business:**

12/19/2007

St 2 painting in progress

Grill purchased for St 2

**New Business:**

Motion by R. Mumma to purchase a stainless steel sink for SCBA maintenance w/future 50% reimbursement by EMS in the new facility not to exceed \$800.00.

Discussion – a decision needs to be made now due to plumbing hardware installment in new facility. 2<sup>nd</sup> – B. Zorn. Passed – 15/0

Motion by T. Knepp to approve training expenditure from Township training budget to send J. Peters to EMT-B; Cyle and Ben to FFII; 2<sup>nd</sup> – M. Urich. Passed – 15/0

Nominations for 2008

President

Mark Urich

Steve Overmiller

Vice – President

Jeff Kisner

Secretary

Tammy Bieler

Treasurer

Jim Polly

Fire Chief

Rodney Mumma

Deputy Chief

Dave Murdoch

1<sup>st</sup> Assistant Chief

Dave Warren

Steve Overmiller

2<sup>nd</sup> Assistant Chief

Steve Overmiller

Dave Warren

Tim Sheely

Tim Knepp

Disciplinary Board (2 positions)

Jeff Kisner

Justin Hoyer

Jeff Peters

Tim Knepp

Cyle Shaeffer

Tim Sheely

**General Remarks:**

Rodney presented the color palette for the new facility. FD has the choice of three colors for our areas – green, blue and tan. Decision needs to be made ASAP.

Jim Polly - cable bill increased dramatically. Rates have increased recently for everyone w/Comcast.

**Adjournment:** Motion by T. Knepp – meeting adjourned at 1950.



## Lisburn Community Fire Company General Meeting Minutes

Date	November 1 <sup>st</sup> , 2007, 7:00 PM
X beside Officer's name indicates attended.	<input checked="" type="checkbox"/> President: Harold Turbett, <input type="checkbox"/> 1 <sup>st</sup> Vice President: Brian Kline, <input type="checkbox"/> 2 <sup>nd</sup> Vice President: Samantha Keller; <input checked="" type="checkbox"/> Treasurer: Matt Briggs, <input checked="" type="checkbox"/> Financial Secretary: Ruth Landis, <input checked="" type="checkbox"/> Recording Secretaries (Interim): Joshua Keller and 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 type="checkbox"/> Glenn Heller, <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 checked="" type="checkbox"/> Thomas Banks <input type="checkbox"/> Mary Ellen Banks <input checked="" type="checkbox"/> Lori Davis <input type="checkbox"/> Bernie Draisey, <input type="checkbox"/> Esther Draisey, <input checked="" type="checkbox"/> Doris Hoffman (Sis) <input checked="" type="checkbox"/> Arlene Lenker <input checked="" type="checkbox"/> Dianna McGuirk <input checked="" 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"/> Sue Dupee, <input checked="" type="checkbox"/> Frank Williamson, Lower Allen Twp. <input checked="" type="checkbox"/> Nancy Dietel, Lower Allen Township
# Attended	20
Location	LCFC Social Hall
Facilitator	President Harold Turbett
Recorder	Joshua Keller, Recording Secretary

### 1. Agenda:

1. Meeting Called to order with devotions and Pledge to the flag
2. Minutes from the October 4 <sup>th</sup> were Read and motion to Approve unanimous

### 2. Cor response:

Thank-you letter for fundraiser to John Young Sympathy card to Reynolds Family Thank you card to Kathy Howard (Hunsie Howard's daughter-in-law) who helped with flags
---

### 3. Reports:

<b>President – Harold Turbett</b>
Mary Ellen has audited the Ladies Aux Books to determine whether or not there had been an actual loss of funds; Minutes concerning audit from Director's meeting October 18 <sup>th</sup> read by Mary Ellen and attached
<b>1<sup>st</sup> Vice President – Brian Kline – Not Present – note from Brian for report as follows:</b>
Will be at Turkey dinner to help on the 11 <sup>th</sup> . Cannot help on the 10 <sup>th</sup> with carving; however notified scout leaders to help @ 10:00 AM Need to get Xmas party on the big sign. Please confirm with Ruth the date. Lori has gifts – will check with Esther on Candy canes. Party time: 9:30 AM.
<b>2<sup>nd</sup> Vice President – Samantha Keller – Not Present</b>
<b>Treasurer – Matt Briggs</b>
Report attached Charge for festival cash credited from bank - \$70.75 Truck fund money has been transferred, first check lost Trying to find breakdown for Principal and Interest for building loan Motion to accept Financial Report, seconded by Larry, Motion passed
<b>Financial Secretary – Ruth Landis</b>
Deposits are greater than expenses Check has been issued from Township Budget for reimbursement for Truck Repair October and November rentals are going well Fundraiser is up to over \$13,000
<b>Chief 24 – Jack Souders</b>
Gone for 2 weeks Decision to place dry hydrant at Andersontown Bridge, Pres. Turbett will follow up with Township
<b>Deputy Chief 24 – Joshua Keller</b>
Office project underway, have materials for ceiling and electrical and trim. Hope to be moved in by the end

of November Electrical outlet in closet has been fixed Township budget submission is still in process
<b>Assistant Chief 24 – Bryce Landis</b>
October had 6 calls for the month, 2 cancelled 27 Man Hours, 12 training hours Has sent receipts into fundraiser company
<b>Director: Glenn Heller – Not Present</b>
<b>Director: Marty Landis</b>
The directors made a unanimous motion to present Ladies Aux Financial situation to Lower Allen Township at the directors meeting Thanks to Glen and Tom for reinstalling pavilion sides Pavilion has been winterized Will work with Township for leaf pick-up Scouts have leveled around catch basin and planted grass Recycle bins have been put to good use
<b>Director: Jack Souders – No Report</b>
<b>Director: Larry Zook – No Report</b>
<b>President, Ladies Auxilliary: Lori Davis</b>
Turkey dinner is scheduled for November 11 <sup>th</sup> , 2007; Turkeys will be cooked and carved Saturday morning; Weis will beat Wal-Mart and Wegmans on turkey price November 30 <sup>th</sup> and December 1 <sup>st</sup> caterings Brought up car break-in and if Lisburn would be responsible – No. Be sure to report any questionable events to Police Idea for change in Xmas Party procedure – will discuss further for next year Ladies Aux. November meeting will be at Hoss's (6 pm) as part of going-away for Dianna McGuirk who has been deployed overseas
<b>Membership Committee - Marty Landis, Chairman</b>
Steve Turbett should be applying for membership
<b>Block Shoot Committee – Steve and Elaine Cady, Co-Chairpersons</b>
Have flyers and will work on advertising Had a good first night, second night was cancelled Needs help for setting block (first week)
<b>Festival Committee - Brian Kline, Chairman – Not Present</b>
<b>House and Grounds - Marty Landis – No Report</b>
<b>Ways and Means Committee - Tom Banks, Chairman</b>
Needs some people to help head up fundraiser ideas
<b>Fireman's Relief:</b>
Would like to schedule Fireman's Relief meeting for November before training Received Check from Township for Approximately \$19,000

#### 4. Old Business:

<b>Item:</b>
Mary Ellen - Flag fundraiser has sold \$400 of flags with \$200 of profit for LCFC Mary Ellen & Turby - Ladies Aux. Financial problem has had an in-house audit completed and now turned over to the township. Frank Williamson & Nancy D. Discussion of the Audit: Township (with board of commissioner's approval) will fund an audit of Fire Company General Funds, Ladies Aux., and Fire Police for at least 3 years; 2004, 2005 & 2006 with possible 2007. There will be discussions on payment of audits in the future after these are complete. Possibility to put this in our budget from township yearly. Question on 990's IRS following, per Matt we are up to date for 2005, waiting on Smoker-Smith for 2006 Accounting firm prices for audits are being researched Nancy will work as liaison between the Fire Company and auditing firm

Charitable status can be suspended if audits and records are not kept up to date; Township concerns are township money being affected by accounting practices, Federal and State grants could be affected. Funds must be researched and accounted before funds can possibly be recouped, will be determined by the audit; could be by possible restitution or insurance. There will be no public release at this time. Mary Ellen will keep on assisting with the audit.

**5. New Business:**

Meeting minutes will get e-mailed, members without e-mail will receive hard copies		
Nominations:	President -	Harold Turbett
	1 <sup>st</sup> Vice -	Brian Kline
	2 <sup>nd</sup> Vice -	Tom Banks
	Secretary -	Mary Ellen
	Treasurer -	Matt Briggs
	Fin. Secretary -	Ruth Landis
	Directors -	Tom Banks
		Marty Landis
		Josh Keller
	Deputy Chief -	Josh Keller
Nominations will be open until next general meeting		
Contact Mary Ellen for further nominations		

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

<b>Item:</b>
Frank W. – Check out new Township website, Public Safety has been altered to be more friendly Please get information to be posted to Frank (Events, History, so on and so forth) Also get Winter Newsletter information to Frank

**7. Action Items:**

Action Item #		Responsible	Due Date if any
A.1.	Xmas Party on sign	Larry	ASAP
A.2.	Building Loan Principal & Interest break-down	Matt	
A.3.	Discuss with Township Dry Hydrant Placement	Turby	
A.4.	Discuss Xmas Party change in reference to gifts	All	Before 12/2008
A.5.	Block Shoot Help	Anyone	
A.6.	Fundraiser Chairpersons needed for Ways & Means Comm. Ideas	All	
A.7.	Additional Nominations	All	
A.8.	Send to Frank History & write-up of LCFC “stuff”	All	
A.9.	Winter Newsletter Information to Frank	All	

**8. Closing:**

<b>Item:</b>
Motion to adjourn the meeting by Bryce, Seconded by Josh, Motion passed Meeting adjourned 8:18 pm

**Respectfully Submitted: Joshua K Keller**

COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

November 21, 2007

Mr. Matthew B. Claeys  
910 Latimore Creek Road  
York Springs, PA 17372

Dear Mr. Claeys:

It is with pleasure that I appoint you as a member of the Motor Carrier Safety Advisory Committee.

Your commission and oath of office are being prepared by the Department of State and will be mailed to you promptly. The commission, issued under my signature under the Great Seal of the Commonwealth, memorializes your appointment. The oath of office is required by the Constitution of Pennsylvania to be taken by all civil officers. It is important that you act promptly to swear and subscribe to the written oath of office. You cannot perform any powers or duties of your public office until the oath has been taken.

Please accept my best wishes for success in your new responsibilities and appreciation for your dedicated service to the Commonwealth.

Sincerely,



Edward G. Rendell  
Governor

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
302 North Office Building  
Harrisburg, PA 17120

PEDRO A. CORTÉS  
Secretary of the Commonwealth

Telephone: (717) 787-8727  
Fax: (717) 787-1734  
Website: [www.dos.state.pa.us](http://www.dos.state.pa.us)

November 28, 2007

Mr. Matthew B. Claeys  
910 Latimore Creek Road  
York Springs, PA 17372

Dear Mr. Claeys:

I am pleased to enclose your commission from the Governor.

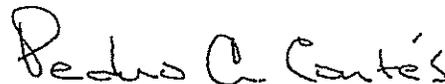
Also enclosed is a Constitutional Oath of Office required to be filed with the Secretary of the Commonwealth before you assume the duties of your office. The Oath must be taken and signed immediately. For your convenience, you may have your oath taken before any of the following Public Officers:

SECRETARY OF THE COMMONWEALTH  
DEPUTY SECRETARY OF THE COMMONWEALTH  
JUDGE  
NOTARY PUBLIC  
MAGISTERIAL DISTRICT JUDGE  
CLERK OF COURTS  
PROTHONOTARY

Following the execution of the oath, please mail it to the Department of State, Bureau of Commissions, Elections and Legislation, 210 North Office Building, Harrisburg, Pennsylvania 17120.

My best wishes to you in your service to the citizens of the Commonwealth.

Sincerely,



Pedro A. Cortés

PAC/tr

Enclosures

# Commonwealth of Pennsylvania



## Governor's Office

To

**Matthew B. Claeys**

of the County of

**Adams**

in the Commonwealth of Pennsylvania

Greetings:

Reposing especial trust and confidence in your prudence, integrity and ability, and under authority of the Constitution and Laws of the said Commonwealth, in such case made and provided. I have appointed and do by these presents commission you to be a

**Member of the Motor Carrier Safety Advisory Committee**

**To Have and To Hold** the said office, together with all the rights, powers and privileges thereunto belonging, or by law in anywise appertaining, to serve until October 10, 2010 and until your successor is appointed and qualified, if you shall so long behave yourself well.

This appointment to compute from November 27, 2007.

Given under my hand and the Great Seal of the State, at the City of Harrisburg, this twenty-seventh day of November in the year of our Lord, two thousand and seven and of our Commonwealth the two hundred and thirty-second.

*Edmund G. Rendell*

Governor

By the Governor

*Pedro A. Cortés*

Secretary of the Commonwealth

