



# 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: October 19, 2007  
RE: **MONTHLY REPORT FOR SEPTEMBER 2007**

September started on a sad note as we said good-bye to a friend and former colleague, Trooper Scott Ball. Trooper Ball was killed in an ambush in Afghanistan during a resupply mission with the PA National Guard. Trooper Ball began his law enforcement career with Lower Allen Township as a Community Service Officer.

Most of the department was able to pay our respects on Tuesday, September 4<sup>th</sup> at Christ Community Church on Slate Hill Rd.. The funeral services were held on Wednesday, September 5<sup>th</sup> and was attended by numerous members of the PA State Police, Upper Merion Township Police (where Scott worked before enlisting with the State) and numerous other state and local police agencies. The procession was lead by the PA State Police Motor Unit, of which Scott was a proud member.

Lower Allen Police coordinated the traffic control and security plan for the services. Initially, we were led to believe the Westboro Baptist Church would be protesting at Scott's funeral. This turned out to be nothing more then a posting on their web page, as they do for almost every serviceman killed in action.

Advanced planning and coordination with the State Police, the PA National Guard, local residents and Kinsley Construction (Slate Hill road work contractor) led to a near flawless execution of our plan. This included the closing of the Slate Hill Road off-ramp for well over one hour and the temporary closure of Rt 15 north for several minutes as the procession entered the highway heading for Fort Indiantown Gap National Cemetery. The Cumberland County Communications Command Vehicle was on site for communications interoperability. State Police, County EOC personnel and our staff ran Incident Command from the County vehicle without a problem.

On the day before and the day after Scott's funeral, Civil Service Commissioners Dave Harman, Terry Lenker and I interviewed 26 police officer candidates. Anticipating the need to hire 3-4 officers, Civil Service requested we interview the top 20 candidates. A tie at the 19<sup>th</sup> position, a score of 93 on the

written test, brought the total number of interviews to 27. Only one candidate did not show up for their interview. Backgrounds will be started immediately with the physical fitness testing scheduled for October.

During the month, I attended EMS and PD staff meetings, the Local Emergency Planning Committee for Cumberland County, the SCTF Law Enforcement Sub-committee and the Department of Public Safety Chiefs' meeting.

During a late month meeting with the Regional Manager for PREIT, the owners of the Capital City Mall, we were notified that they would not be renewing our contract for law enforcement and security at the Capital City Mall. The current three year contract ends on December 31, 2007. This final contract added two full-time Community Service Officers to our staff specifically for the Mall program. This brings to a close a successful 17 year program. The reasoning behind their actions is to standardize their security at each of their portfolio properties. This will bring security into the same global service contracts along with their trash, house keeping and landscaping providers.

We are currently negotiating an extension to the Memorandum of Understanding with the Mall to March 31, 2008. This will provide us time to demobilize and provide a smooth transition to their new provider. More importantly, it will allow our two full-time officers a greater length of time to find other full-time employment. Since these officers were hired for the Mall contract, they understood that should the Mall program end, so would their full-time status. They are eligible to continue on a part-time basis with the department.

I participated in a table top exercise with a Court Security Working Group at the Administrative Offices of the PA Courts on Louise Dr. I was involved as a member of the Regional Incident Management Team to assist with groups understanding and implementing the Incident Command System.

The Lower Allen Police softball team, suffered first and second round defeats in the Community of Hero's softball tournament at the Township Park. Money raised from the tournament goes to support the Children's Miracle Network at Hershey Medical Center.

With the closing of the West Shore Shelter of the Harrisburg Humane Society, the department has been contacting other police departments to try to develop a cost effective response plan for when we pick up stray dogs. At this time, we have not received notice of what our 2008 "donation" will be to the Humane Society, but running dogs to Dauphin County shelter will be a time consuming process.

Prior to the start of the 2007 high school football season, it was informally decided that at least one member of the Police Command Staff will be working on Friday nights. This is due to normally having two football games going on simultaneously in the Township. On Friday, September 21, neither Sergeant was available, so I covered the street on the 2-10 shift. It was a quiet evening, helped by Cedar Cliff having a less than stellar season.

On September 24<sup>th</sup>, the new Ambulance 1-74 was delivered to the EMS station. This unit was ordered in January and purchased off of the state COSTARS piggy back bid program. This is an almost identical twin to Ambulance 2-74 which was purchased in 2006. The EMS staff worked diligently to get the new truck in-service by the end of the week. The old ambulance was being traded in and picked

up on Friday and we needed to have two ambulances in service by Friday to cover football games. The staff did a fantastic job in coordinating the radio and equipment transfer to make the smooth transition.

EMT-II Amy Nye and I attended a demonstration at the West Shore School District on a notification system the CAIU was looking at purchasing in cooperation with several school districts. This led us to look at their municipal level notification system. A demonstration was held at the Township building on September 26<sup>th</sup>. The representative of Connect-Cty, also returned phone calls with answers to questions within 2 hours of leaving the demonstration. Several municipalities in eastern PA, mainly Montgomery County, are in the process of signing up with the company. Similar to other systems, including the Swift 911 demonstrated at the COG meeting, this is a hosted system at the vendors premises. A telephone or Internet connection is all that is needed to activate the system. An internal mapping system or integration with the Township's GIS, can be used to select areas to be notified. Groups such as our TMI EPZ residents or our flood area residents can be established during the initial start up of the system for specific messages targeting the groups.

Reports from the individual Department Heads or Bureau Commanders follow. As always, my staff and I are available to answer any questions or concerns you may have.

## POLICE DEPARTMENT OPERATIONAL SERVICES BUREAU

The total number on calls handled by the Police Department in September 2007 was 1,431. The Lower Allen Twp Police Dept had the highest number of dispatched calls from Cumberland County Communications with 1,202. East Pennsboro Twp. had the second highest number of dispatched calls at 1,029.

There were no CSO's or Police Officers assaulted during the month of September. There were also no CSO's or Police Officers injured in September 2007.

There were 45 traffic accidents reported to LATPD in September 2007. Of these, 18 were reportable traffic accidents and 27 were non-reportable traffic accidents. Two of these traffic accidents were DUI related.

### MAJOR INCIDENTS

#### ROBBERIES (0)

09/27/07                    2000 Block State Rd.

#### BURGLARIES (2)

09/10/07                    3600 Block Hartzdale Dr. (Business)  
09/15/07                    300 Block 18<sup>th</sup> St. (Business)

#### DOMESTIC ASSAULTS (2)

09/01/07                    1700 Block Letchworth Rd. (1 Arrest)(Ofc. Curtis)  
09/15/07                    1700 Block Carlisle Rd. (1 Arrest)(Cpl. Tamanosky)

#### ASSAULTS (1)

09/18/07                    800 Block Belmont St. (1 Arrest)(Ofc. Martinez)

#### HARASSMENT (5)

09/07/07                    1300 Block Carlisle Rd.  
09/09/07                    3800 Block Glenwood Ave. (1 Cited)(Ofc. Scarlato)  
09/19/07                    900 Block Lisburn Rd. (1 Cited)(Ofc. Stevenson)  
09/19/07                    1300 Block Carlisle Rd. (2 Cited)(Ofc. Martinez)  
09/26/07                    2100 Block Cedar Run Dr. (1 Arrest)(Ofc. Martinez)

AUTO THEFTS (0)

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

THEFTS (13)

09/01/07	3500 Block Hartzdale Dr.
09/06/07	1100 Block Carlisle Rd.
09/09/07	5200 Block Wilson Ln.
09/10/07	4700 Block Gettysburg Rd.
09/11/07	1000 Block Wesley Dr. (1 Arrest)(Ofc. Martinez)
09/11/07	100 Block Lancaster Blvd.
09/15/07	3500 Block Hartzdale Ave.
09/21/07	1300 Block Carlisle Rd.
09/24/07	5100 Block Simpson Ferry Rd.
09/25/07	1200 Block Slate Hill Rd.
09/25/07	Sheely Ln. @ Gettysburg Rd.
09/27/07	2300 Block Gettysburg Rd.
09/27/07	Tisbury Ct.

RETAIL THEFTS

There were 2 retail thefts reported during the month of September with 1 arrest made.

THEFT FROM AUTO (5)

09/09/07	4000 Block Seneca Ave.
09/09/07	3300 Block Hartzdale Dr.
09/16/07	3500 Block Hartzdale Dr.
09/16/07	10 Block Pheasant Ct.
09/19/07	4800 Block Gettysburg Rd.

DUI ARRESTS (21)

09/01/07	300 Block Creek Rd. (Ofc. Justh)
09/01/07	1700 Block Letchworth Rd. (Ofc. Curtis)
09/02/07	3600 Block Simpson Ferry Rd. (Ofc. Justh)
09/02/07	Lisburn Rd. @ Carlisle Rd. (Ofc. Foltz)(Crash)
09/03/07	1000 Block rana Villa Ave. (Cpl. Huff)
09/03/07	Simpson Ferry Rd. @ Lower Allen Dr. (Ofc. Justh)
09/08/07	1100 Block Carlisle Rd. (Ofc. Calaman)
09/10/07	5200 Block Simpson Ferry Rd. (Ofc. Foltz)
09/11/07	5200 Block Wilson Ln. (Ofc. Scarlato)
09/15/07	Wesley Dr. @ Simpson Ferry Rd. (Ofc. Claeyes)
09/15/07	1700 Block Carlisle Rd. (Cpl. Tamanosky)
09/17/07	Lancaster Blvd. @ Wilson Ln. (Ofc. Scarlato)

09/19/07 Argali Ln. @ Slate Hill Rd. (Cpl. Tamanosky)  
09/20/07 Lisburn Rd. @ Raven Hill Rd. (Ofc. Scarlato)  
09/21/07 5200 Block Royal Dr. (Ofc. Scarlato)  
09/23/07 1700 Block Hummel Ave. (Ofc. Foltz)  
09/23/07 1800 Block Hummel Ave. (Cpl. Tamanosky)  
09/26/07 Rt 15 N. @ Slate Hill Rd. (Ofc. Scarlato)(Crash)  
09/27/07 Simpson Ferry Rd. @ St. Johns Rd. (Ofc. Foltz)  
09/29/07 I 83S. (Ofc. Foltz)  
09/30/07 100 Block Wesley Dr. (Ofc. Scarlato)

PUBLIC DRUNKENNESS ARRESTS (3)

09/04/07 1500 Block Cedar Cliff Dr. (1 Cited)(Cpl. Tamanosky)  
09/09/07 1500 Block Cedar Cliff Dr. (1 Cited)(Ofc. Martinez)  
09/20/07 Gettysburg Rd. @ Hartzdale Dr. (1 Cited)(Ofc. Scarlato)

DRUGS (1)

09/29/07 Allendale Way @ Fineview Rd. (1 Arrest)(Ofc. Martinez)

UNDERAGE DRINKING ARRESTS (2)

09/04/07 4200 Block Gettysburg Rd. (1 Cited)(Ofc. Stevenson)  
09/28/07 3600 Block Simpson ferry Rd. (1 Cited)(Ofc. Martinez)

DISORDERLY CONDUCT / PRACTICES (7)

09/01/07 300 Block Norman Rd. (1 Cited)(Ofc. Calaman)  
09/03/07 Gettysburg Rd. @ Wesley Dr. (1 Cited)(Ofc. Curtis)  
09/16/07 1100 Block Lowther Rd. (1 Cited)(Cpl. Sentman)  
09/16/07 3800 Block Gettysburg Rd. (2 Cited)(Ofc. Martinez)  
09/18/07 1300 Block Carlisle Rd. (2 Cited)(Ofc. Calaman)

CRIMINAL MISCHIEF (11)

09/01/07 10 Block Argali Ln.  
09/02/07 10 Block St. Johns Rd.  
09/04/07 1800 Block Chatham Dr.  
09/07/07 5100 Block Simpson Ferry Rd. (2 Cited)(Ofc. Gelnett)  
09/07/07 Slate Hill Rd. @ Valley Rd.  
09/11/07 3500 Block Hartzdale Dr.  
09/14/07 18<sup>th</sup> St. @ Hummel Ave.  
09/20/07 1700 Block Olmstead Way  
09/20/07 2100 Block Cedar Run Dr.  
09/27/07 10 Block Amherst Dr.  
09/28/07 4500 Block Linden Ave.



## **POLICE DEPARTMENT SUPPORT SERVICES BUREAU**

### **Office of Support Services:**

#### **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.

Sgt Crone attended a Cedar Cliff High School Faculty meeting, conducted a mock PLEAC on-site assessment for Camp Hill PD, gave a civil deposition for a 2004 crash, attended an after action for Tpr Ball's services, attended a Department Head meeting, a PPAC meeting and a DPS Chief's meeting.

Several officers attended a presentation from the Cumberland County Juvenile Probation office on the Youth Aid Panel. Sgt Crone is in the process of putting together procedures for making referrals to this panel as an alternative to fines and costs for first time offenders who qualify.

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).

#### **Quartermaster:**

All requests for uniforms were met.

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.

#### **Vehicles:**

All maintenance requests were met.

Car 1 is still waiting for parts and a light bar.

### **Training Function:**

Sgt. Thomas attended SRT Training

Ofc. Claeys attended weights and measures class in anticipation of acquiring scales through the County. He also attended a 1-day traffic engineering class.

Ofc. Justh and Ofc. Scarlato attended a vehicle equipment violation class.

Cpl Huff and Detective McNair attended the Maglocen Drug Investigators' conference.

Cpl. Tamosky completed an online Drug ID course.

Cpl Sentman and Ofc. Gelnett attended POSIT

Cpl Tamosky, Det Spaulding and Ofc Curtis attended the PA Juvenile Law Update.

Cpl Sentman and CSO Crane attended ICS300

Sgt Crone attended an ICS/EOC interface class.

### **Technical Services (Tech Ickler):**

#### **Evidence Custodian**

- Continuing to purge evidence in preparation of moving into the new building
- All of the photographic files have been moved from upstairs storage to the evidence room
- All found bicycles have been moved to 2217 Gettysburg Rd.
- I have started to clean up the storage trailer and preparing file boxes for the build move

#### **Projects**

- Sam Morgan and myself have been working on the impound shed
- Installation of the security alarm system has been completed at 2217 Gettysburg Rd
- I'm currently working on restocking the TSU and adding duplicate items from the County vehicle

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

In addition to follow ups on crimes previously reported, investigators arrested one subject for Harassment, another for DUI and another for theft of copper wire from Hempts. With regards to the copper theft, this has been a crime that has been plaguing the area in recent months. Arrests for this are rare. Investigators also investigated a Robbery at the Brewhouse where an unknown subject attempted to take a purse from a woman in her 80s .

**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.

Respectfully submitted,

Sgt. Leon G. Crone, Jr.

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
August 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>	1362	1461	11298	11404	-106
<b>GROUP A – OFFENSES</b>	46	171	337	351	-14
<b>GROUP B – OFFENSES</b>	24	18	158	148	+10
<b>REPORTABLE ACCIDENTS</b>	0	11	110	103	+7
<b>CRIMINAL ARRESTS</b>	49	37	442	369	+73
<b>TRAFFIC ARRESTS</b>	219	241	2018	1831	+187
<b>WARNING NOTICES</b>	18	48	335	397	-62
<b>TICKETS ISSUED</b>	43	28	350	367	-17

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
August 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	46	46	337	351	-14
GROUP B – OFFENSES	24	18	158	148	+10
911 HANG-UPS	26	15	127	126	+1
ABANDONED VEHICLES	15	10	82	92	-10
ACCIDENTS-REPORTABLE	16	11	140	103	+37
ACCIDENTS-NON-REPORTABLE	45	27	285	239	+46
ALARMS	74	67	561	491	+70
ANIMAL COMPLAINT	28	23	214	206	+8
ASSIST AMBULANCE	75	89	681	589	+92
ASSIST FIRE COMPANY	10	15	204	93	+111
ASSIST OTHER DEPT.	45	32	307	265	+42
COUNTY COURT	1	0	4	8	-4
DISTRICT JUSTICE COURT	14	10	91	101	-10
DOMESTIC	18	27	159	208	-49
JUVENILE	12	19	98	75	+23
LOCKOUTS	16	14	112	119	-7
MENTALLY ILL	14	6	46	46	0
MOTORISTS ASSIST	20	18	190	174	+16
SPECIAL DETAIL	334	219	2328	1803	+525
SUBPOENA SERVICE	0	0	0	8	-8
SUSPICIOUS ACTIVITY	62	43	315	326	-11
TRAFFIC STOPS	188	259	1739	2094	-355
SUSPICIOUS VEHICLE	10	20	96	111	-15
TRAFFIC RELATED	48	51	566	529	+37
WARRANT SERVICE	4	5	52	34	+18
OTHER	199	417	2271	2872	-601
<b>TOTAL</b>	<b>1344</b>	<b>1461</b>	<b>11280</b>	<b>10904</b>	<b>+376</b>

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
August 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	0	0
Sex Offenses	11	1	2	4	3	+1
Aggravated Assault	13A	0	0	0	0	0
Simple Assault/Intimidation	13 B/C	7	4	41	44	-3
Theft Offenses	23	28	22	154	160	-6
Fraud	26	0	4	4	30	-26
Narcotics Violations	35	2	2	25	20	+5
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	1	0	+1
Arson	200	0	0	0	1	-1
Extortion	210	0	0	0	0	0
Burglary	220	0	0	9	8	+1
Motor Vehicle Theft	240	1	0	2	0	+2
Forgery	250	0	2	19	7	+12
Embezzlement	270	0	0	0	0	0
Stolen Property	280	0	0	3	0	+3
Vandalism	290	7	10	73	74	0
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>46</b>	<b>46</b>	<b>337</b>	<b>351</b>	<b>-14</b>

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
August 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	2	0	3	9	-6
Curfew/Loitering	90B	0	0	1	0	+1
Disorderly Conduct	90C	3	1	20	27	-7
Driving Under the Influence	90D	8	1	65	56	+9
Drunkenness	90E	4	9	20	23	-3
Family Offenses	90F	0	1	0	0	0
Liquor Law Violations	90G	5	0	24	24	0
Peeping Tom	90H	0	7	0	0	0
Runaway	90I	0	0	0	0	0
Trespass	90J	0	0	4	1	+3
All Other Offenses except traffic	90Z	2	0	21	8	+13
<b>Total Group B Offenses</b>		<b>24</b>	<b>18</b>	<b>158</b>	<b>148</b>	<b>+10</b>
<b>Total Offenses (A+B)</b>		<b>70</b>	<b>64</b>	<b>495</b>	<b>499</b>	<b>-4</b>

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
August 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	50	79	689	341	+348
Non-Traffic Citation	0	0	7	5	+2
Driving While Intoxicated	0	1	4	5	-1
Custodial Arrests	0	0	5	5	0
Warrants Served	1	1	13	5	+8
Traffic Complaints	11	9	126	41	+85
Calls Covered	5	10	98	56	+42
Back-up Patrol	14	9	144	56	+88
Shifts Covered	2	5	25	14	+11
MCSAP Inspections	2	3	28	7	+21
Trucks taken out of service	0	2	12	6	+6
Driver(s) taken out of service	0	0	3	0	+3
MCSAP related citations	1	4	22	9	+13
Reportable Crashes Inv.	3	0	30	17	+13
Percentage of Reportable Crashes for the Month	18%	0	200%	35.38%	+164.62%
Non-Reportable Crashes Inv.	8	4	65	26	+39
Percentage of Non-reportable Crashes for the Month	18%	13%	140.5%	34.5%	+106%
County Accident Reconstruction Team Activity	0	0	3	0	+3
County Forensics Team Activity	0	0	0	0	0

**MCSAP Details:**

08-29-07 – First day of school activities

**LOWER ALLEN TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
August 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	2		10		
Complaint Involvement	141		594		
Incidents Initiated	0		39		
Incident Involvement	20		105		
Traffic Citations	0		7		
Non-Traffic Citations	5		29		
Criminal Arrests	7		31		
Warrants Served or Satisfied	4		27		
Prisoner Transports	0		7		
Drug Task Force Activity	0		5		
Technical Services – Evidence Tech	0		8		
Technical Services - Investigators	0		10		
Local Background Checks	15		69		
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 September was again very busy for the EMS Division. The EMS division handled 194 calls for service. The breakdown of the calls are as follows: Ambulance 174 handled 52 calls for service. Ambulance 274 handled 142 calls for service.

The second due ambulance was placed in service for the Month of September. During the month of September, the second due ambulance handled 12 calls for service. Six of the calls are included in the 52 calls for service handled by Ambulance 174. And the other six calls are included in the 142 calls for service handled by Ambulance 274. The second due ambulance was staffed by Capt. Yohn, Part-time EMT's and Public Safety Officers.

The month of September started off with EMT testing for one of our EMS Intern positions. The same testing process used for the part-time EMT testing is used for the EMS Intern position. The testing consists of a physical agility test, patient assessment practical test and a trip sheet writing station.

I met with Assistant Chief Steve Poffenberger from West Shore EMS in regards to Trooper Scott Ball's Funeral detail to have the assistance of a Paramedic on stand-by at Christ Community Church for the funeral services.

The following day after meeting with Assistant Chief Poffenberger was the funeral service for Trooper Ball. The EMS Division along with representatives from the Police Department and State Police met in the back parking lot of Christ Community Church for a short briefing with Acting Chief of Police and Director of Public Safety Frank William to go over the Incident Action Plan for the funeral detail. The EMS Division had the second ambulance crew on stand-by and dedicated to the funeral detail at the church. Division Chief Yohn was handling on scene EMS Operations.

I instructed an 800 radio training class for Lower Allen Township Fire Department. The training was held at Fire Station #2 and the training was attended by various members of the fire department. The training covered the operation of the portable and mobile 800 radios.

I hand delivered the Emergency Medical Services Operating Funds (EMSOF) Grant Applications to the Emergency Health Services Federation. This grant was used to apply for funding to replace equipment on the ambulances. Money for this grant is provided from the Department of Health, Bureau of Emergency Medical Services. Money is provided to all Ambulance Companies through out the Commonwealth of Pennsylvania from this grant process.

I worked the primary ambulance covering four shifts for Supervisor Ken Hivner who was off on vacation.

I met with Public Safety Director Williamson to discuss final Ambulance Specs., for the new Ambulance 174.

I assisted Public Safety Officer Nye with a pumping detail to the rear of the township building and to the rear of fire station #1.

I attended a staff meeting Public Safety Officers and presided over the meeting.

One of our new Part-time EMT-I's Jacqueline Dougherty started with the EMS Division during the Month of September. Jackie's first day at EMS was spent doing all the administrative paperwork associated with the EMS Division.

Capt. Yohn, EMT-II Joe Peters and PSO Landis made the road trip to Berlin, New Jersey to do the final inspection of the new Ambulance 174. The day was spent going over the specifications of the new ambulance and going over the vehicle to make sure it was mechanically sound to be delivered the following Monday morning.

This day marked a special day for Lower Allen Township Emergency Medical Services, this was the day of the delivery of the new Ambulance 174. This ambulance was built off the exact specifications from the current Ambulance 274, only with a few minor changes to the interior cabinetry.

I attended the EMS Chief's meeting at Hampden Township. Topic discussed at the meeting was the upcoming open forum meeting being held at Holy Spirit Hospital to help address issues that needed to be worked out between the pre-hospital providers and the hospital staff. EMS Companies represented at the chief's meeting are as follows: Lower Allen Township EMS, Silver Spring Township EMS and Hampden Township EMS.

I attended a train-the-trainer at the Emergency Health Services Federation along with EMT-II Amy Nye on the SMART Triage system. Training material were provided to all the services that attended the training.

I also attended an open forum meeting at Holy Spirit Hospital. The purpose of this meeting was to address any problems the that the pre-hospital ambulance companies were having the the health system. Ambulances Companies represented at the meeting were Lower Allen Township EMS, Camp Hill EMS, and East Pennsboro Township EMS. Also attending the meeting were staff from the Holy Spirit Hospital.

Wright Communications arrived at the EMS Station to begin installation work on the new Ambulance 174 to install the radios in the ambulance.

I attended a meeting along with Director Williamson and other Township staff for a connect CTY Demostation for a reverse 911 system.

I took the New Ambulance 174 to the Emergency Health Services Federation for the inspection for licensure. The ambulance passes the inspection and is licensed by the Department of Health to provide service as a Basic Life Support Unit. (BLS)

I attended an ICS-EOC Interface class along with Sgt. Crone and Retired Chief Snyder. The class was held at the Adams County Department of Public Safety Training Center. The class consisted of how the

field incident command would inter-weave and work with the Emergency Operations Center. From outside to inside the incident.

During the month of September I covered the following shifts on the ambulance. The shifts are as follows:

Monday Sept. 10<sup>th</sup>: Second provider on the primary ambulance.  
Thursday Sept. 13<sup>th</sup>: Second Provider on the primary ambulance.  
Friday Sept. 14<sup>th</sup>: Second Provider on the primary ambulance.  
Wednesday Sept. 26<sup>th</sup>: Second provider on the primary ambulance.

Thursday Sept. 6<sup>th</sup>: Second Provider on the second due ambulance.  
Wednesday Sept. 12<sup>th</sup>: Second Provider on the second due ambulance.  
Thursday Sept. 20<sup>th</sup>: Second Provider on the second due ambulance.  
Friday Sept. 28<sup>th</sup>: 18:30 – 21:30, Second provider on the second due ambulance for a Trinity High School Home Football Game.

**Dates of Interest:**

09-01-07: EMS Intern Testing at the EMS Station.

09-04-07: Meeting with Assistant Chief Poffenberger on having a Paramedic on stand-by for Trooper Ball's Funeral.

09-05-07: Incident Briefing for the funeral detail, EMS Division on stand-by for the funeral detail at Christ Community Church.

09-05-07: 800 radio training at Lower Allen Township Fire Station #2.

09-07-07: Drop off EMSOF Grant Application at the Emergency Health Services Federation.

09-10-07: Work as second provider on the primary ambulance.

09-11-07: Met with Director Williamson on discussing the ambulance specifications.

09-11-07: Assist Public Safety Nye with pumping detail to the rear of Fire Station #1 and to the rear of the Township Building.

09-12-07: Second provider on the second due ambulance.

09-12-07: Public Safety Officer Meeting at the EMS Station.

09-13-07: Second provider on the primary ambulance and EMS orientation of new part-time EMT Jacqueline Dougherty.

09-14-07: Second provider on the primary ambulance and EMS orientation of EMS Intern Plummer.

09-18-07: Road trip to Berlin, New Jersey to do final inspection on the New Ambulance 174.

09-20-07: Second provider on the second due ambulance.

09-21-07: EMS Chief's Meeting at Hampden Township.

09-24-07: Delivery of the New Ambulance 174. The ambulance was delivered to the station at 10:00 hours. The welcoming party consisted of: Division Chief Yohn, Director Williamson, Manager Vernau, Fleet Manager Rocuskie and Township Secretary Lutes. And the sales team from VCI Emergency Vehicles were on hand to answer any questions anyone had about the new ambulance.

09-25-07: Train-the-Trainer on new equipment at the EHSF.

09-25-07: Open Forum meeting at the Holy Spirit Hospital.

09-26-07: Second provider on the primary ambulance.

09-26-07: Wright Communications to start the radio install into the new Ambulance 174.

09-27-07: Took new ambulance 174 to the Emergency Health Services Federation for the inspection.

09-28-07: Second provider on the second due ambulance for the Trinity High School Home Football Game.

09-29-07: ICS-EOC Interface Class, held at the Adams County Department of Public Safety Training Center.

09-30-07: ICS-EOC Interface Class, held at the Adams County Department of Public Safety Training Center.

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

09-01-07: 1800 block of Creekview Court, Assist Ambulance 274 with a fall victim.

09-01-07: 3594 Capital City Mall Drive, Area of the Old Navy Store, Assist Lower Allen Township Fire Dept. (LAFD) with an automatic fire alarm, with staffing of Engine 2-12.

09-04-07: 3594 Gettysburg Road, Bon-ton Store, Assist LAFD with an automatic fire alarm, smoke in a building, Driver of Engine 2-12.

09-05-07: Ram Motor Freight, 2850 Appleton Street, Assist LAFD with smoke from a building. Driver of Engine 2-12.

09-07-07: 4900 block of Ritter Road, Assist Ambulance 174 with an elevator rescue, canceled en route by Duty Chief 12.

09-07-07: 1195 Lowther Road, area of Weis Market, Assist Ambulance 174 with an auto accident, canceled en route the Company 12.

09-10-07- Company 24 Quarters, Assist Engine 24 with a landing zone for Life Lion.

09-11-07: 700 block of Lisburn Road, Assist Company 12 with a Trash Truck Fire.

09-12-07: 900 Lisburn Road, Cedar Run Elementary, Assist Ambulance 274 with an ill male.

09-17-07: 300 block of Fieldstone Road, Assist Ambulance 14 with an ill person.

09-24-07: 820 Lisburn Road, Mallard Run Apts, Assist Ambulance 274 with a fall victim.

\*\*09-25-07: Second Due Ambulance Call, Health South Renova, Room 311 for a heart Problem. Staffed by Capt. Yohn and EMT-II Hertzler.

09-25-07: Route 581 West Bound Mile Marker 7.2, Assist Ambulance 174, Ambulance 171 and Company 12 with an auto accident.

09-27-07: 824 Lisburn Road, The Woods At Cedar Run, Assist Ambulance 274 with an ill person.

09-28-07: 600 block of Whitefield Road, Assist Ambulance 274 with a heart patient.

#### Breakdown of EMS Captain's Assist Calls:

Total Number of assist for the Month of September: 15

Assist to Lower Allen Township EMS Crews: 8

Assist to mutual aid Ambulance Company 14: 1

Assist to mutual aid Ambulance Company 71: 1

Assist to Lower Allen Township Fire Department: 4

Assist to Lisburn Community Fire Company: 1

Stand-by coverage with the second due ambulance: 6

Second Due Ambulance calls staffed by Capt. Yohn: 1

Primary ambulance calls staffed by Capt. Yohn: 12

Total number of Second Due Ambulance calls for the month of September: 12

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 until the delivery of the new ambulance.

Ambulance 274: Rotation of rear tires.

EMS Captains Expedition: Normal Preventative Maintenance.

Respectfully Submitted;

Christopher Yohn  
EMS Division Chief

**LOWER ALLEN TOWNSHIP E.M.S.  
MONTHLY REPORT  
August 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>AMBULANCE 1-74 CALLS</b>	58	120	589	684	-95
<b>AMBULANCE 2-24 CALLS</b>	123	61	854	673	+181
<b>ASSISTS TO LOWER ALLEN</b>	33	41	271	346	-75
<b>ASSISTS TO OTHER DEPTS.</b>	21	20	234	207	+27
<b>PART TIME EMT HOURS</b>	387	140.75	1430.75	2090.50	-659.75
<b>VOLUNTEER EMT HOURS</b>	0	0	0	0	0
<b>VOLUNTEER CALLS</b>	0	0	0	0	0

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

### ASSISTS INTO LOWER ALLEN TOWNSHIP

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
NEW CUMBERLAND	0	1	2	8	-4
CAMP HILL	8	14	74	119	-45
WEST SHORE EMS (CO. 81)	4	1	24	22	+2
WEST SHORE EMS (CO. 82)	3	6	29	35	-6
HAMPDEN TWP.	15	17	128	153	-25
EAST PENNSBORO TWP.	0	0	0	1	-1
FAIRVIEW TWP.	3	2	10	8	+2
OTHER	0	0	0	0	0
<b>TOTAL</b>	<b>33</b>	<b>41</b>	<b>267</b>	<b>346</b>	<b>-79</b>

### ASSISTS TO OTHER DEPARTMENTS

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
NEW CUMBERLAND	1	2	11	9	+2
CAMP HILL	5	1	23	13	+10
LEMOYNE	3	0	35	19	+16
UPPER ALLEN	5	6	70	87	-17
MECHANICSBURG	2	3	13	15	-2
HAMPDEN	3	3	33	25	+8
SHIREMANSTOWN	1	0	11	8	+3
DILLSBURG	0	0	0	0	0
OTHER	1	5	38	31	+37
<b>TOTAL</b>	<b>21</b>	<b>20</b>	<b>234</b>	<b>207</b>	<b>+27</b>

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

### AMUBLANCE RESPONSE

HOURS	CLASS 1	CLASS 2	CLASS 3	FIRE	ROUTINE	OTHERS
0700-1500	45	14	27	0	0	2
1500-2300	27	11	20	2	0	2
2300-0700	17	3	14	0	0	0
<b>TOTALS</b>	89	28	61	2	0	0

**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	2	11	93 Calls/2 Assists
1500-2300	65	4	17	82 Calls/4 Assists
2300-0700	33	2	6	39 Calls/2 Assists
<b>TOTALS</b>	180	8	34	214 Calls/8 Assists

*“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 a total of 41 alarms in September.

No calls of interest. The usual smell and bells calls and some minor auto accidents.

All preliminary plans for our annual banquet are finalized.

We received notification that our new hose that was ordered will be shipped and the hose replaces the 5" hose on Engine 3-12 and the 1 3/4 hose is special lined to handle the foam system on the new engine 1-12. The hose for Engine 1-12 was partially paid for by a state grant and the Heritage grant we received last year.

The fire prevention schedule is complete and we are ready for the Pumpkin Dunkin' event at the mall to happen in October.

Our annual chicken BBQ was successful, and the new trailer we purchased was an excellent benefit and worked better than expected.

Two new live-ins moved into Station # 2. That takes our total to three.

# LOWER ALLEN TOWNSHIP FIRE DEPARTMENT MONTHLY REPORT August 2007

## TYPE OF SITUATION

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
FIRE/EXPLOSION	5	4	64	61	+3
GOOD INTENT CALL	13	15	177	161	+16
HAZARDOUS CONDITION	5	1	43	29	+14
MALICIOUS FALSE CALL	0	0	2	0	+2
OTHER FALSE CALL	9	13	75	77	-2
OVER PRESSURE RUPTURE	1	0	6	8	-2
RESCUE	7	6	57	58	-1
SERVICE CALL	4	1	45	31	+14
SEVERE WEATHER/NATURAL DISASTER	1	0	2	2	0
<b>TOTAL</b>	<b>45</b>	<b>40</b>	<b>469</b>	<b>427</b>	<b>+42</b>

## LOWER ALLEN TOWNSHIP FIRE DEPARTMENT MONTHLY REPORT

August 2007

### SITUATION BREAKDOWN

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
STRUCTURE FIRE	5	3	42	44	-2
OUTSIDE OF STRUCTURE FIRE	0	0	3	1	+2
TREES, BRUSH, GRASS FIRE	0	1	13	11	+2
REFUSE FIRE	0	0	3	1	+2
VEHICLE FIRE	0	0	3	4	-1
RESCUE CALL	6	4	45	26	+19
AMBULANCE CALL	1	1	9	5	+4
HAZARDOUS CONDITION	3	0	21	36	-15
POWER LINE DOWN	0	0	2	1	+1
SPILL/LEAK-NO IGNITION	1	0	11	6	+5
AIRCRAFT STANDBY	0	1	4	1	+3
SERVICE CALL	2	1	28	27	+1
ANIMAL RESCUE	0	0	1	0	+1
WATER EVACUATION	1	0	4	0	+4
COVER ASSIGNMENT	1	0	10	4	+6
GOOD INTENT CALL	12	13	159	145	+14
SMOKE SCARE	1	2	18	12	+6
STEAM, OTHER GAS FOR SMOKE	0	0	0	2	-2
CONTROLLED BURNING	0	0	0	1	-1
FALSE CALL	0	1	7	16	-9
SYSTEM MALFUNCTION	9	7	35	40	-5
MALICIOUS/MISCHIEVOUS FALSE CALL	0	2	1	5	-4
UNINTENTIONAL FALSE CALL	0	3	19	18	+1
ARCING/SHORTED ELECTRICAL EQUIPMENT	1	0	5	6	-1
EXTRICATION	0	1	3	8	-5
LOCK OUT	0	0	0	0	0
ASSIST POLICE	0	0	1	0	+1
OTHER	2	0	12	7	+5
<b>TOTAL</b>	<b>45</b>	<b>40</b>	<b>469</b>	<b>427</b>	<b>+42</b>

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

**FIRE COMPANY RESPONSES**

COMPANY	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
LOWER ALLEN TWP.	25	29	269	248	+21
CAMP HILL BOROUGH	6	2	37	25	+12
DICKINSON TWP.	0	0	0	0	0
EAST PENNSBORO TWP.	0	0	6	2	+4
FAIRVIEW TWP.	3	2	42	32	+10
HARRISBURG CITY	2	1	16	15	+1
HAMPDEN TWP.	3	0	15	19	-4
LEWISBERRY BORO	0	0	0	0	0
LEMOYNE BORO	2	1	21	15	+6
MECHANICSBURG BORO	1	0	3	4	-1
NEW CUMBERLAND BORO	0	0	9	14	-5
SHIREMANSTOWN BORO	0	1	5	9	-4
SILVER SPRING TWP.	0	0	0	0	0
UPPER ALLEN TWP.	3	4	43	42	+1
WORMLEYSBURG	0	0	0	0	0
OTHER	0	0	3	2	+1
<b>TOTAL</b>	<b>45</b>	<b>40</b>	<b>469</b>	<b>427</b>	<b>+42</b>

## LOWER ALLEN TOWNSHIP FIRE DEPARTMENT MONTHLY REPORT

August 2007

### UNIT RESPONSES WITHIN LOWER ALLEN

	THIS MONTH	THIS MONTH LAST YEAR	THIS YTD	LAST YTD	YTD CHANGE
CANCEL PRIOR TO RESPONSE	3	5	42	49	-7
CAMP HILL FIRE DEPT.	5	1	32	28	+4
CAMP HILL E.M.S.	0	0	0	0	0
FAIRVIEW TWP. FIRE DEPT.	2	2	15	15	0
LEMOYNE FIRE DEPT.	0	0	0	0	0
HAMPDEN TWP. FIRE DEPT.	4	1	25	27	-2
HAMPDEN TWP. E.M.S.	0	0	0	0	0
NAVY SHIPS PARTS CONTROL CTR.	2	2	23	13	+10
NEW CUMBERLAND FIRE DEPT.	0	0	9	15	-6
NEW CUMBERLAND E.M.S.	0	0	0	0	0
UPPER ALLEN TWP. FIRE DEPT.	4	4	44	46	-2
WEST SHORE BUREAU OF FIRE	3	1	25	28	-3
CHIEF'S VEHICLE	10	12	66	79	-13
ENGINE 1-12	13	7	129	11	+118
ENGINE 2-12	15	11	130	160	-30
ENGINE 3-12	5	3	72	86	-14
ENGINE 4-12	0	0	0	38	-38
NO RESPONSE	0	0	5	1	+4
FAILED TO RESPOND	3	5	22	27	-5
PERSONAL VEHICLE	0	2	3	6	-3
SQUAD 12	15	8	122	106	+16
TRUCK 12	9	7	110	83	+27
UTILITY 12	4	0	46	19	+27
ENGINE 24	1	0	5	5	0
TANKER 24	0	1	8	2	+6
UTILITY 24	0	0	0	0	0
LOWER ALLEN E.M.S.	0	0	0	0	0
OTHER FIRE COMPANY	5	2	43	25	+18
OTHER E.M.S. COMPANY	0	0	0	0	0
<b>TOTAL</b>	<b>103</b>	<b>74</b>	<b>953</b>	<b>869</b>	<b>+84</b>

## LISBURN FIRE COMPANY MONTHLY REPORT August 2007

### SUMMARY

TYPE OF RESPONSE	Lisburn	Lower Allen	Upper Allen	Monaghan	Fairview	Lewisberry	New Kingston	Other
AUTO ACCIDENT			1	1				
AUTO ALARM	1							
C.O. ALARM								
EMERG. SERVICE								
FIRE-ANY TYPE					2			
HAZMAT								
INVESTIGATION					3			
RESCUE								
STANDBY								
TRANSFER								
OTHER								
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>

EMERGENCY SERVICE MAN HOURS	19
TRAINING MAN HOURS	32
AVERAGE PEOPLE PER CALL	3
FAILED CALLS	0
CANCELLED CALLS	4
TOTAL NUMBER OF CALLS	8





# Lower Allen Fire Company No. 1 Monthly Business Meeting Minutes *October 2007*

**Meeting Called to order by:** Stephen Overmiller on October 10<sup>th</sup>, 2007 at 1909

**Special Interest:** NONE

**Officers and Members in attendance:**

Bill Bani, Gary Frazer, Justin Hoyer, Jeff Kisner, Rodney Mumma, Dave Murdoch, Steve Overmiller, Greg Pro, Mark Urich, Dave Warren, Bill Zorn, Stephanie Hoyer (Kratzer), Andrew Roberts, John Tietzel, Jeff Peters, Chris Trace.

**Presentation of Applications for Membership:**

None

**Previous Minutes:**

Waved, not available at the time of the meeting.

**Communications:**

Letter and check received in the amount of \$2,500.00 from the estate of Lillian Kranzel. See attached.

**Fire Chief's Report:** (Mumma)

Not all calls for last month were entered so an accurate count was not available at the time of the meeting. Runs for the 12 month period are 668 and for the last month are about 43. The new building construction is progressing; more information will be announced as it progresses. In the officers meeting the possible sale of the Tower Truck was discussed, Cyle Shaffer has let the word out and the response has been very good. There is a good chance of getting \$250-300 K if we sell soon. Also being discussed is if we can go without a truck until the new truck is finished. The Pumpkin Dunkin was a success selling out of pumpkins by 1PM. We rose about \$435.00 at the event however the apparatus display turnout was not as good as it has been in the past. There also was a good response from member willing to participate with tri or treat night. Rodney spoke at the fire chiefs meeting about our ongoing problem with not

being able to have our new portables programmed by the county, Rodney spoke to Commissioner Barclay who invited Rodney and his delegate Dave Murdoch to attend the Radio Transition Committee meeting at the County Courthouse next Tuesday.

**Apparatus Maintenance :**(Warren)

Truck 12 ladder sensor was replaced. There seems to be a coolant leak in the unit as well as a problem with the transmission shifting properly. There is a ladder bracket on order for the truck. The truck also passed its annual aerial test.

**Training Report:** (Knepp)

Aerial Apparatus Practices class is ongoing, will be occurring the next 2 weeks. Class is reported as very informational and is going well.

**Billing Committee:**

Nothing to report.

**Fundraising Committee:** (Polly)

Fundraiser is out in the mail, HAAS printing is checking on the problem with the delay in mailing. There may be some kind of discount applied for the trouble.

**Fire Prevention / Public Education:** (Murdoch)

Fire Prevention week in progress, no problems reported, everything is going smooth.

**Maintenance Committee:** (Zorn)

Air Conditioning repaired at Station 2.

**Fire Fighters Committee:** (Pro)

Banquet being held at Coakleys on Saturday October 15<sup>th</sup> at 5:30 PM.

**Membership Committee:** (Urich)

Nothing to report

**Presentation of Bills:**

See Attached Report.

Motion by Rodney Mumma  
Seconded by Mark Urich

Motion Passed 5-0

**Treasurers Report:**

See Reports.  
Report accepted ad posted/read.

Motion by Mark Urich  
Seconded by Dave Warren

Motion Passes 7-0

**Unfinished Business:**

Dave Murdoch request to spend Township Training Budget money for classes for Ben Lauer and Bryan Kisner.

Motion by Dave Murdoch  
Seconded by Jeff Kisner

Motion Passes 8-0

**New Business:**

None

**General Remarks:**

None

**Adjournment:**

Motion made to adjourn by: Unknown

Seconded by: Unknown

**Meeting adjourned at 1934 Hrs.**

## Lisburn Community Fire Company Regular Meeting Minutes

Date	September 6, 2007, 7:00 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 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 type="checkbox"/> Larry Zook
X beside Member's name indicates attended.	<input checked="" type="checkbox"/> Thomas Banks <input type="checkbox"/> Lori Davis <input type="checkbox"/> Bernie Draisey, <input checked="" type="checkbox"/> Esther Draisey, <input checked="" type="checkbox"/> Doris Hoffman (Sis) <input checked="" type="checkbox"/> Arlene Lenker <input 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"/> Barry Cain
# Attended	17
Location	LCFC Social Hall
Facilitator	President Harold Turbett
Recorder	Mary Ellen Banks, Recording Secretary

### 1. Agenda:

- |   |
|---|
| 1. Meeting Called to order @ 7:10 with devotions and Pledge to the flag (late due to waiting for fire fighters after barn fire) |
| 2. Minutes from the previous Meeting were Read and Approved   |

### 2. Cor response:

- |  |
|--|
| <ul style="list-style-type: none"> <li>• Thank you notes written per Mary Ellen Banks:                             <ul style="list-style-type: none"> <li>• Mike Buchanan for \$125.00 to pay for lunch for festival workers on Thursday</li> <li>• John Gross for case of hot dogs and special discount for total invoice for Festival</li> <li>• CLA donation</li> <li>• Cadbury \$250. donation for candy contributed for Silent Auction</li> </ul> </li> </ul> |
|--|

### 3. Re ports:

<b>President – Harold Turbett</b>
<ul style="list-style-type: none"> <li>• Read meeting minutes from Director's meeting held 9/2. Will be in meeting minutes book for review. The decision was made for Glenn and Marty to meet with Sis to review the Ladies Aux. records before making any decisions on an audit.</li> </ul>
<b>1<sup>st</sup> Vice President – Brian Kline – Report under Festival Chairman</b>
<b>2<sup>nd</sup> Vice President – Samantha Keller – Not Present</b>
<b>Treasurer – Matt Briggs</b>
<ul style="list-style-type: none"> <li>• Report attached</li> <li>• There was a charge by the bank for \$70.75 because of the large deposits from festival. Will try to get it removed since last year the bank removed because we are a non-profit.</li> <li>• Fundraiser \$12,275 was moved to Vanguard, truck fund @ 5% interest bearing. Balance was ard. \$23,000 previously making balance now ard. \$35,275.</li> <li>• Fundraiser had 265 donors.</li> </ul>
<b>Financial Secretary – Ruth Landis</b>
<ul style="list-style-type: none"> <li>• From quick calculations think expenses for Festival are ard. \$32,947. Main bills are paid.</li> </ul>
<b>Chief 24 – Jack Souders</b>

<ul style="list-style-type: none"> <li>Reporting on barn fire attended today. No one got hurt and all back safely. 9 horses died in the fire. 30 companies responded. Kept other buildings from being burned.</li> </ul>
<b>Deputy Chief 24 – Joshua Keller</b>
<ul style="list-style-type: none"> <li>New nozzles are in and on apparatus. (Worked good today)</li> <li>Engine &amp; tanker repaired.</li> <li>Will be painting office in fire hall.</li> <li>Need money to put drop ceiling in office.</li> </ul>
<b>Assistant Chief 24 – Bryce Landis</b>
<ul style="list-style-type: none"> <li>August 1 training class was very successful. Received a letter from Union Fire Department thanking us for hosting the training.</li> </ul>
<b>Director: Glenn Heller – Not Present (still not feeling up-to-par)</b>
<b>Director: Marty Landis</b>
<ul style="list-style-type: none"> <li>Blackout on Wednesday AM. Thankful all is ok in freezer and refers.</li> <li>Need more wooden pallets (Jack will get)</li> </ul>
<b>Director: Jack Souders</b>
<ul style="list-style-type: none"> <li>Nothing to report as director</li> </ul>
<b>Director: Larry Zook – Not Present</b>
<b>President, Ladies Auxilliary: Lori Davis – Not Present, Report by Esther Draisey</b>
<ul style="list-style-type: none"> <li>Set up @ 7:30 AM for dinner on Sunday. Need help.</li> <li>Circuit breaker box – stay out of it if you don't know what you are adjusting – turned things off that shouldn't have been. Only use to shut off parking lot lights.</li> <li>Sis – reminder on dishwasher for Sunday. Run water down thru soap dispenser when done so it doesn't dry in dispenser.</li> <li>Esther questioned if anyone cleaned freezers that had ice cream during Festival. If not, needs cleaned.</li> </ul>
<b>Membership Committee - Marty Landis, Chairman</b>
<ul style="list-style-type: none"> <li>Two new members with us tonight. Elaine and Steve Cady. Welcome!</li> <li>Two others filled out forms. No one has names or numbers.</li> </ul>
<b>Bingo Committee – No one Present.</b>
<b>Festival Committee - Brian Kline, Chairman</b>
<ul style="list-style-type: none"> <li>Thanks to all that pitched in for Festival.</li> <li>After-Festival meeting will be held on September 27<sup>th</sup> @ 7:30 PM</li> </ul>
<b>House and Grounds - Mary Landis</b>
<ul style="list-style-type: none"> <li>Josh – rototiller in engine bay to fix wash area and plant grass seed. Jack stated it needed to be re-graded first. Marty and Jack will get estimates to have this done. (Paul Fisher will be one)</li> </ul>
<b>Ways and Means Committee - Tom Banks, Chairman</b>
<ul style="list-style-type: none"> <li>During next two dinners Tom and Mary Ellen will again sell flags and Lisburn &amp; Mechanicsburg painted boards. Will be doing a flag fundraiser for anyone that could help and sell flags at place of work or otherwise. We get 50% profit and flags will be at November dinner for pick-up.</li> <li>Still waiting for direction of President for Ways &amp; Means Report. <ul style="list-style-type: none"> <li>Tom and Turby to meet off-line to discuss.</li> </ul> </li> </ul>
<b>Fireman's Relief: No Report</b>

#### 4. Old Business:

<b>None</b>
<ul style="list-style-type: none"> <li>Block Shoot discussion continued from previous meetings. <ol style="list-style-type: none"> <li>Question asked what profit was. About \$3,000 profit annually.</li> <li>Marty stated will continue to put everything up with Larry.</li> </ol> </li> </ul>

- 3. Brian Kline volunteered to do one Wed. nite/month
- 4. Suggested if Reynolds or Dillers would want to take over. Sis to discuss with them.
- Problem with Jacobsons & Eichelbergers discussed once again on water testing. Sis to call and tell Jacobsons they are not to do this anymore. Jack to call Eichelbergers and ask for a report when completed.

### 5. New Business:

- Ruth suggested since checking act. OK after festival we get new pavilion roof. One of festival winners is a roofer and noticed it was bad and will be glad to assist. Need proposals in detail for Directors to review. Ruth will get in touch with this person to submit proposal. Need at least 3 proposals before discussion.
- Exhaust fan in kitchen doesn't work – it trips the breaker. Sis to call for repair.
- Leak in roof above dishwasher hood. Sis will notify roofer to have repaired.

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

- Item:**
- There are 9 rentals for the month of September.
  - Ruth discussed we all need to recognize people's responsibilities and always run things past them before doing rather than doing and then having problems later. Suggestion made for a list of who does what and who is responsible for what items.
  - Suggested painting inside for a scout project.
  - All donations over \$200.00 thru the fundraiser will be sent thank you letter. Ruth to give names & addresses to Mary Ellen to do the letters.

### 7. Action Items

Action Item #		Responsible	Due Date if any
A.1.	Glenn & Marty to meet with Sis on Ladies Aux. records	Sis/Glenn/Marty	ASAP
A.2.	Check with Bank on charge for deposits	Matt	
A.3.	Wooden Pallets	Jack	
A.4.	Estimates to complete the Wash area	Jack/Marty	
A.5.	Ways & Means Committee meeting with Pres.	Tom/Turby	
A.6.	Block Shoot – Check with Dillers & Reynolds	Sis	
A.7.	Make decision on Block Shoot	All	
A.8.	Painting inside pavilion	Scouts?	
A.9.	Call Jacobsons to tell not to do testing	Sis	
A.10.	Call Eichelbergers for report when testing is completed	Jack	
A.11.	Procure 3 proposals for Pavilion Roof	Ruth, etc.	
A.12.	Call for repair Exhaust Fan	Sis	
A.13.	Call for leak in roof above dishwasher	Sis	
A.14.	Listing of who is responsible for what	All	
A.15.	List of fundraiser Name & Addresses over \$200. to Meb	Ruth	
A.16.	Thank you letters for fundraisers over \$200 donations	Mary Ellen	

### 8. Closing:

- Item:**
- Motion to adjourn the meeting by Jack, Seconded by Josh, Motion passed
  - Meeting adjourned 8:25 pm



**Dianna Knisley**

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**From:** Tamara Bieler  
**Sent:** Saturday, August 18, 2007 3:10 PM  
**To:** LA\_FIRE  
**Subject:** August 2007 minutes

## **Lower Allen fire Company No. 1 Monthly Business Meeting Minutes August 2007**

**Meeting called to order by :** Steve Overmiller, President at 7:09 pm, August 8, 2007

**Special interest:** none

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

**Presentations of Applications for Memberships:** none

**Previous Minutes:** approved as read

**Communications:** none

**Fire Chief's Report:** no report

**Apparatus Maintenance:**

Squad 12 - A/C fixed

Truck 12 – ladders were tested; waiting on parts to get the official sticker

(1) 24ft ladder rung failed

Eng 3-12 – state inspection, emissions and general engine maintenance performed; saw O.O.S

U12 – batteries replaced

**Training Report:**

9/19/2007

Pumps I Class completed with 9 LAFD members in attendance. Aerial Apparatus class starts this month

**Billing Committee:** J. Polly

no report

**Fundraising Committee:** J. Polly

Residential mailing to go out for September

**Fire Prevention/Public Education:**

no report

**Maintenance Committee:** B. Zorn

no report

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

Look for e-mail notice for banquet committee meeting

**Fire Committee:** R. Mumma

no report

**Membership Committee:** R. Nye

Motion by Mark Richter to accept two live-ins at St 2: Ben Lauer and Brian Kisner.

2<sup>nd</sup> by Justin Hoyer

Passed 5-0

Application from Johna Farrow approved.

**Presentation of Bills:** J. Polly

see attached reports

Motion to accept – M. Richter

2<sup>nd</sup> – J. Peters

Passes 7-0

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

See attached reports

Motion to accept report –Pat Plummer

2<sup>nd</sup> - Kyle Sheaffer

Passed 6-0

**Unfinished Business:**

Chicken Cooker arrived

**New Business:**

Discussion about (2) laptops for St 2 apparatus that are habitually not working properly. Suggestions included selling them after they are fixed due to the reliability issues. Follow-up will occur with the product company.

Motion to renew website user name. 2<sup>nd</sup> by D. Warren. Passed 5-0

**General Remarks:**

B. Zorn – any ideas for budget requests e-mail to R. Mumma or himself

B. Zorn – requested an Apparatus Committee Meeting for this month

**Adjournment:**

**Meeting adjourned at 7:34 pm**

