

TWO LICK LAKE RECREATION ASSOCIATION

TLLRA BOAT LAUNCH AREA SECURITY PLAN

Effective Date: 5/28/09

Revision Dates: 10/21/11, 11/25/14, 4/8/15, 6/8/16, 3/28/17, 3/28/18, 4/14/19

General Responsibilities

It is the desire of the Two Lick Lake Recreation Association (TLLRA) Board of Directors to provide single person, unarmed site security at the Boat Launch Area on Two Lick Reservoir to:

1. Establish a secured presence at the Boat Launch Area.
2. Provide for the safety and security of the TLLRA members.
3. Provide surveillance of TLLRA member's personal property including guest vehicles, tow vehicles, boats, trailers, and picnic supplies.
4. Provide surveillance of the TLLRA's property including picnic tables, boat docks, and restroom facility.
5. Enforce the TLLRA Membership Rules and Regulations as they apply to the boat launch area and reservoir.

Hours of Attendance

Single person security at the boat launch area will normally be provided during time periods when membership attendance is typically high as well as time periods when non-member mischief is anticipated. Although the boat launch area is open to members from March 1st to December 31st, the time periods during which site security will be provided are, the 1st and 2nd weeks in May and then, from the Saturday at the start of the Memorial Day weekend to the last weekend in September. The specific hours when security will be provided are as follows:

1st and 2nd Weeks in May

- Three (3) days during each of these weeks, plus the Saturday at the end of each of the weeks. Selection of the three days should be based on the best available weather forecastsNoon - 4 PM each day

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Saturday at the start of the Memorial Day Weekend to the last Weekend in September

- Every Wednesday.....5 PM - 9 PM
- Every Friday.....6 PM to 10 - 11 PM (depending on boater attendance)
- Every Saturday.....Noon to 6 - 9 PM (depending on boater attendance)
- Every Sunday.....Noon to 6 - 9 PM (depending on boater attendance)
- All (3) Holidays.....Noon to 6 - 9 PM (depending on boater attendance)
- Regatta Day.....10 AM to 6 - 9 PM (depending on boater attendance)
(Due to above normal member attendance, (2) two Security Guards will be required on Regatta Day)
- Each Week.....Noon to 6 PM on either Monday, Tuesday, or Thursday,
rotating the day each week, and coordinated with the best weather forecast

The above hours are a guide for service and are subject to membership attendance, the occurrence of a rainfall event, or the need for special event coverage.

Specific Site Security Responsibilities

1. The Security Officer represents the TLLRA and, as such, is responsible for monitoring and responding to inappropriate activities that occur within the borders of the property leased by the TLLRA from the Homer City Station. He/she is also responsible for addressing inappropriate activities that occur in and around the boat launch and on the boat docks. Additionally, he/she responds appropriately to reports of incidents that occur on the lake between members and/or their water craft(s). If necessary, the Security Officer should feel free to contact local law enforcement agencies for assistance when incidents occur within the aforementioned areas of his/her responsibility.

The Security Officer is strongly encouraged to report incidents to the Board of Directors and/or the Board Safety Officer of incidences observed or reported by members that occur outside of the leased area on or around the lake.

2. The Security Officer is expected to perform his/her duties in a courteous, professional, and, when necessary, authoritative manner. The officer must be dedicated to the tasks at hand and not distracted by personal friends in attendance at the job site. He/she must always respect the privacy of the member's vehicle, water craft, and personal belongings.

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3. Upon “Arrival” and “Departure” to and from the facility, the Security Officer is required to FOB “IN” and FOB “OUT” at the Bath House and then sign “IN” and “OUT” on the time sheet located inside the storage room inside the Bath House (blank form attached). The FOB “IN and OUT” times will be used as “time cards” and will be reconciled against time sheet invoices.
4. Check each water craft as it enters the security gate or launches to verify that the current TLLRA membership decal is **securely** affixed to the windshield of the water craft. If the sticker cannot be produced, access to the reservoir must be denied.
5. Make non-routine walkthrough inspections of the vehicle and trailer parking areas. The lower parking lot and the upper parking lot (behind the jersey barriers) are for the exclusive use of TLLRA member vehicles with trailers attached. Overnight parking of boats loaded on a trailer is not permitted anywhere within the boat launch area or parking lots.
6. Permanent mooring of boats to the docks or along the shoreline is strictly prohibited.
7. Monitor and if observed, address anyone parking along either side of the access road between the guest vehicle parking lot entrance point and the security gate. Parking in this area is strictly prohibited.
8. Monitor and if observed, address anyone loitering or sunbathing on the docks.
9. Monitor and if observed, address anyone not having their dog(s) on a leash and cleaning-up after them.
10. Monitor and if observed, address anyone fishing from the DOCKS or fishing from the SHORE in the immediate area of the docks or the Personal Water Craft Beach (refer to posted signs). Fishing from these areas cannot be allowed due to the high probability of personal injury or damage to a water craft.
11. If a member reports that we have shoreline swimmers in the water or people jumping off the bridge at “Allen’s Bridge”, inform the swimmers that that activity is not permitted and that they must discontinue swimming in the reservoir. If appropriate and necessary, contact the Sheriff’s Office or the State Police for support.
 - County Sheriff’s Office - (724) 465-3930
 - State Police (Indiana Barracks) – (724) 357-1960
12. Monitor and if observed, address anyone consuming alcoholic beverages and/or illegal drugs. Both are strictly prohibited.

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13. Monitor and if observed, address anyone using glass bottles or containers or littering. Glass containers are prohibited for safety reasons.
14. Monitor and if observed, address anyone acting in a manner that violates any Federal, State, or Local Laws.
15. Monitor and if observed, address anyone acting in an inappropriate manner that could affect the safety or welfare of the TLLRA members and guests.
16. Serve as a moderator, keeping your personal safety in mind, in the event of a confrontation between TLLRA members and/or guests.
17. Serve as an on-site support person in the event of an accident, injury, or health related incident. If comfortable offering assistance during a medical emergency, do so only to the limit of your training. Provide an escort for responding emergency and law enforcement agencies.

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Incident Notifications

The TLLRA and its members and guests are well aware of, and responsible for adhering to, the above rules and regulations. Should an incident occur, a “Security Incident / Rules & Regulations Violation Report” (copy attached) needs to be completed and forwarded, **within 24 hours**, to a member of the Board of Director’s. Please note that the contact information for the **TLLRA Board’s Safety Officer** is listed below if immediate notification is required.

TLLRA BOARD OF DIRECTORS - CONTACT NUMBERS

Board Offices	Board of Directors	Phone Numbers	Address
President	Jesse Jones	C - 724-388-5619	633 Crownover Road Homer City, PA 15748
Vice President	Eric Jones (Planning Committee)	H - 724-349-9496	106 Franklin Circle Indiana, PA 15701
		C - 724-541-8804	
Secretary	Mark Sloan (Safety Committee)	H - 724-349-1797	145 Locust Lane Indiana, PA15701
		C - 724-840-9247	
Treasurer	Bruce Overdorff <i>(Homer City Station Emergency Contact)</i>	H - 724-349-7688	85 Byrons Place Indiana, PA 15701
		W - 724-465-5812	
		C - 724-840-5372	
		F - 724-465-6460	
Board Member	Mark Alvarado	C - 724-388-9506	74 Coy Street Homer City, PA 15748
Board Member	Lou Idzajtich	C - 724-422-5463	198 Valley Road Indiana, PA 15701
Board Member	Derek Sleppy	C - 724-549-2633	90 Shaffer Drive Indiana, PA 15701
Board Member	Rich Wolfe (Safety Officer)	H - 724-357-8255	31 Gorman Avenue Indiana, PA 15701
		W - 724-349-9700	
		C - 724-840-0172	
Board Member	Sam Clark (Safety Committee)	C - 724-422-5166	815 White Farm Road Indiana, PA 15701

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TLLRA Security Personnel IN/OUT Logsheets

Date	Name	Time In	Time Out
		AM PM	AM PM
		AM PM	AM PM
		AM PM	AM PM
		AM PM	AM PM
		AM PM	AM PM
		AM PM	AM PM
		AM PM	AM PM
		AM PM	AM PM
		AM PM	AM PM
		AM PM	AM PM
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Security Incident / Rules & Regulations Violation Report

PRINT this "Report". Fill in all of the applicable information. Once completed, please scan and email the Report to tllrboat@gmail.com or drop off with the Security Guard at the Lake or mail to one of the Board Members.

Person Completing Report: _____ Date/Time of Incident: _____ AM / PM

Address: _____ Phone #: (H) _____
_____ (C) _____

Names of Witnesses: _____ Phone Number: _____
_____ Phone Number: _____
_____ Phone Number: _____

Vehicle Plate #: _____ Boat Hull ID #: _____
Vehicle Make: _____ Boat Make: _____
Vehicle Color: _____ Boat Color: _____

Description of the Incident/Violation:

Action Taken:

Authorities Notified: _____
