

**YORK AREA UNITED FIRE AND RESCUE COMMISSION
REGULAR MEETING**

**JANUARY 19, 2010
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, January 19, 2010 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Austin Hunt
Richard Guyer
Don Bishop
Tom Warman

MEMBERS NOT

IN ATTENDANCE: John Fullmer

ALSO IN

ATTENDANCE: Robert McCoy, YAUFR Chief
P. Fazzini, Solicitor
Sandra Ratcliffe
Don Eckert, YAUVFC
Les Adams, Consultant
Jean Abreght, Stenographer

1. CALL TO ORDER:

A. Opening Ceremony

1. Pledge of Allegiance

SCHENCK Acting Chairman Schenck called the meeting to order at 7 p.m. He welcomed the attendees and led the Pledge of Allegiance.

2. Reorganization and Election of Officers

SCHENCK Acting Chairman Schenck stated that each office required a separate motion and that the format would be to nominate and second an individual, as well as additional nominations, followed by a call for the vote.

MR. WARMAN NOMINATED BILL SCHENCK FOR CHAIRMAN. MR. HUNT WAS SECOND.

SCHENCK Mr. Schenck called for other nominations. Hearing none he closed the nominations and called for the vote.

MOTION UNANIMOUSLY CARRIED.

SCHENCK Chairman Schenck called for nominations for the office of Vice Chairman.

MR. GUYER NOMINATED AUSTIN HUNT. MR. BISHOP WAS SECOND.

SCHENCK Chairman Schenck called for other nominations. Hearing none he closed the nominations and called for the vote.

MOTION UNANIMOUSLY CARRIED.

SCHENCK Chairman Schenck called for nominations for the office of Secretary/Treasurer.

MR. BISHOP NOMINATED JOHN FULLMER. MR. WARMAN WAS SECOND.

SCHENCK Chairman Schenck called for other nominations. Hearing none he closed the nominations and called for the vote.

MOTION UNANIMOUSLY CARRIED.

WARMAN Mr. Warman asked about a notation indicating that Springettsbury had appointed Austin Hunt.

SCHENCK Chairman Schenck responded that the Charter Agreement does not specify that the appointing township must appoint a resident of that specific township. It was a fine point that was discussed when the Charter Agreement was drafted. It was decided that it could be a citizen of either township, but the appointment would take place every two years.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that no Executive Sessions had been held since the last meeting. He announced that one was scheduled for immediately following the meeting this date to discuss personnel issues.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

FAZZINI Acting Solicitor Fazzini indicated that there was nothing new to report.

B. Robert McCoy, Fire Chief – YAUFRR

MCCOY Chief McCoy reported on several items. His report on the Pride Program is summarized:

- Handouts provided to the Commissioners;

- Sample of door hangar included in the packet; 14,000 ordered through Federal Grant of \$96,000.
- Program is moving ahead at a good pace and will begin prior to the February meeting.
- YAUFRR percentage of the Grant was \$9,600, which was budgeted.
- Door hangar will be provided to every single family residence in the community.
- Media release prepared and ready; FOX 43 interested in sending news crew along for the first door-to-door campaign.
- Smoke Alarm releases provided to the Commission for information.
- Liability coverage to be secured; anyone receiving smoke alarm must sign.
- Depending on price, hope to order 4,000 smoke alarms and 6,000 lithium batteries as stated in Grant.
- Intent of program is to have at least one working smoke alarm in the home.
- Prevention display also covered by Grant; table cloth to be used during public shows; also a table top sign that can be used for business displays.

SCHENCK Chairman Schenck asked about the liability waiver and whether it was drafted by the Solicitor.

MCCOY Chief McCoy responded that it was a form that he had previously used. He had Stock & Leader review it, and there were some language changes for the participating municipalities. The form is necessary for YAUFRR's protection. By providing free smoke alarms, YAUFRR needed that protection.

SCHENCK Chairman Schenck agreed but added that it seemed very legal.

BISHOP Mr. Bishop commented that it is not written in easy to understand language.

MCCOY Chief McCoy noted that he had filled out 500 of the forms previously, and he felt that, if a resident wanted a free smoke alarm, once explained everyone understands. He indicated that if the Commissioners wanted further review by the Solicitor, he would ask for it.

BISHOP Mr. Bishop noted that was his response as well. He thought it could be written in such a way that they could read and actually understand it.

FAZZINI Attorney Fazzini commented that they could attempt to simplify it if the Commissioners desired.

BISHOP Mr. Bishop asked whether it was a reasonable thing to try to do or whether it was tried and true language.

FAZZINI Attorney Fazzini responded that some of the language was included for a reason, and when an attempt is made to simplify some of the things you open the door for someone creative to take advantage of it.

- HUNT** Mr. Hunt commented about it being written in full capitals.
- WARMAN** Mr. Warman suggested that the note at the top, General Release and Covenant Not to Sue, could be changed.
- FAZZINI** Attorney Fazzini responded that even part of that could be challenged and questioned. It could be turned around and used against YAUFRR. He added that there are ways to probably improve it, and they will review it again.
- WARMAN** Mr. Warman noted that all the Commission was expressing is that for a lay person it seemed pretty scary.
- FAZZINI** Attorney Fazzini commented that the reference to “the undersigned” could be simplified.
- GUYER** Mr. Guyer noted that in his 41 years in education, he liked the idea that everything was spelled out to the point that, should a lawsuit occur, YAUFRR would be well protected.
- SCHENCK** Chairman Schenck indicated that any protection the board had ever thought of had never mattered.

Consensus was to make the agreement more user-friendly.

- MCCOY** Chief McCoy asked for their approval to at least leave it up to the Solicitor in order to move forward in the spring.
- Monthly Presentations**
- MCCOY** Chief McCoy indicated that he had met with the officers and they will begin with brief PowerPoint presentations in February. They will provide one topic per month and try to get through areas like sprinklers, Pride Program update, training requirements, apparatus and maintenance. In addition, they will start walking through the budget categories.
- HUNT** Mr. Hunt commented that there had been discussion about going to other locations.
- MCCOY** Chief McCoy noted that they thought they’d review that again in the summertime because the location would have to be advertised.
- WARMAN** Mr. Warman mentioned that they discussed bringing apparatus to this location.
- MCCOY** Chief McCoy stated that he had a Resolution that was approved in December for the budget, which needed signatures.

5. ACCOUNTS PAYABLE

A. Payable Listing as of December 31, 2009

MR. HUNT MOVED TO APPROVE THE PAYABLE LISTING AS OF DECEMBER 31, 2009. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS & CONTRACTS

A. Approval of Purchase – Apparatus Laptops – Iron Compass Map Co.

SCHENCK Chairman Schenck indicated that item A covered a request to purchase laptops for the apparatus. The item had been discussed previously.

MCCOY Chief McCoy indicated that there were questions about this. The police actually had leased theirs through the county, which was more expensive than purchasing them outright. He asked his IT person, Lee Sowers, to review the market area. They got a better price than what had been budgeted. Three were budgeted to comply with the DCED Grant. The two oldest units in Spring Garden were replaced, and all five of the units, hardware and software were budgeted for 2010. They had been looking at a \$4,500/unit cost and actually got a \$3,700/unit price. It is a Costars bid and software licenses are listed.

SCHENCK Chairman Schenck commented that it was budgeted, and it's a little less.

HUNT Mr. Hunt noted that, once again, the costs are coming in under budget.

MCCOY Chief McCoy noted that he was very happy with the prices.

MR. WARMAN MOVED TO APPROVE THE PURCHASE OF COMPUTER EQUIPMENT BASED ON THE TWO QUOTES FROM IRON COMPASS MAP COMPANY, ONE QUOTE FOR \$22,132.20, AND THE SECOND FOR \$7,560.10. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

7. COMMUNICATION FROM COMMISSIONERS

WARMAN Mr. Warman noted that his email issues had not been resolved.

MCCOY Chief McCoy responded that he thought it had been set up, but he would contact Andy Hinkle about it.

HUNT Mr. Hunt asked Chief McCoy about the percentages indicated in his incident report. He noticed that the engines on EMS responses had been removed and wondered whether that was the reason for the dramatic change of the percentages.

MCCOY Chief McCoy responded that he was correct. On a monthly basis the EMS calls between the two townships were close, before they officially started that program they were running a pilot program in Springettsbury only. As a result Springettsbury had a lot more responses, and that was one reason the numbers adjusted some.

HUNT Mr. Hunt commented that there are huge financial ramifications to that percentage, and it should be clear on what is included and/or excluded from that number.

MCCOY Chief McCoy responded that the college is excluded with the holiday schedules. There is a lot of influx with that in the Grantley calls; however, he thought that would have made their calls a little higher. The calls for Spring Garden are very low. He noted that he was not convinced that that the future funding formula is proper when reviewing the incidents. If a review is made of Manchester's issues versus their budget and size, they actually run less calls. Chief McCoy was not sure this issue needed to be resolved, and it was a discussion that he had with Solicitor Hovis. They may have to take another look as he was not sure if it is based on population.

SCHENCK Chairman Schenck noted that it must be kept accurate until a decision is made to change.

HUNT Mr. Hunt indicated that it needs to be clear on what number is being used to measure it.

MCCOY Chief McCoy stated that it is right out of the Records Management System. He stated that the change was made based on a meeting of the Commission not to include EMS calls in the percentages. That was why the engine on the fire calls was pulled out. When a fire fighter goes on an engine to an EMS call, it counts as an engine call. The board indicated they did not want the fire trucks on EMS calls figured into that formula. As a result he requested the IT person to exclude all EMS engine responses so these are basically the fire calls that they normally run, which are car accidents and buildings.

BISHOP Mr. Bishop recalled that action because it was a change in policy that called for more fire calls to be counted.

MCCOY Chief McCoy noted that once they started running EMS calls, their engine calls increased, and there was concern based on the townships there may be more EMS calls in one township than the other. With the funding formula it could definitely skew the numbers.

BISHOP Mr. Bishop indicated that what was done was exactly what the board requested. However, if numbers are being pulled out, just show all the numbers and then the board could decide which ones to use.

MCCOY Chief McCoy recalled a lengthy discussion at a previous meeting, and based on the Charter Agreement there should be no more than a 5% change in funding.

SCHENCK Chairman Schenck commented that retaining the data needed to be important.

MCCOY Chief McCoy responded that the data is available.

GUYER Mr. Guyer noted that he has the data; it's just a matter of calling it up. It is not involved in the report because they are only reporting on specific items.

8. SUBCOMMITTEE REPORTS

A. Budget Subcommittee

SCHENCK Chairman Schenck stated that there was nothing to report.

B. Negotiation Subcommittee

SCHENCK Chairman Schenck reported a status quo.

WARMAN Mr. Warman indicated he had a calendar note that the board was planning an Executive Session during January to discuss negotiation strategy.

BISHOP Mr. Bishop recalled the discussion about that during the last meeting.

SCHENCK Chairman Schenck stated that it was discussed and that it should be handled in an Executive Session. In addition, it must involve a list of individuals in Spring Garden Township, and the process got too complicated.

BISHOP Mr. Bishop noted that, in addition to Chairman Schenck's point, the status of negotiations with YAUFRR are that all negotiations are essentially on hold in anticipation of the individual townships arbitrating their separate contracts, both of which are scheduled to go to arbitration over the next several months.

C. Volunteer Subcommittee

SCHENCK Chairman Schenck reported that he had been replaced on the board of the Springettsbury Volunteer Fire Company by George Dvoryak. He was, however, elected to the Relief Board.

ECKERT Mr. Eckert reported that, thanks to the help of Chief McCoy, a meeting is scheduled for January 27th with the Springettsbury Township Police Department, the Spring Garden Police Department and Chief McCoy and all of the Fire Police in both townships.

SCHENCK Chairman Schenck asked Mr. Eckert how long he had been asking for the meeting.

ECKERT Mr. Eckert responded that it had been at least a year and a half, and he hoped the meeting would take place. He stated he has a stack of changes to SOP's including the Fire Police van vehicle. He indicated he hoped they recognize the need for the meeting.

HUNT Mr. Hunt asked for clarification of the participating entities.

ECKERT Mr. Eckert responded that attending would be all fire police as they are members of all 3 fire companies within the YAUFRR area. They will be members of the York Area United Volunteer Fire Company. Those bylaws state that they must belong to that because the whole purpose of that company is to promote the volunteer emergency services, fire police, firefighters and EMTs. Any member existing in the three fire companies in good standing will be given a card if they wish to become a member of the new fire company.

HUNT Mr. Hunt asked about the SOP's.

ECKERT Mr. Eckert responded that the SOP's are strictly for the fire police organization that was formed when YAUFRR began because of working together with the two townships. York Area United was formed with meetings with the Chiefs of Police of both townships, the Fire Chief, Captains and Lieutenants of the two townships fire police. He noted that the fire police are very busy in Springettsbury Township with almost 400 calls in 2009.

D. Building Committee

BISHOP Mr. Bishop brought up a point that coincided with the reorganization. He asked whether committees were something that should be determined at the beginning of the year whether or not there is a purpose for continuation.

WARMAN Mr. Warman noted that they are mired down in the Building Committee. They had met twice with little results.

BISHOP Mr. Bishop asked whether there was a reason for the Building Committee to exist.

WARMAN Mr. Warman responded that it should be justified one way or another.

HUNT Mr. Hunt stated that the basic question still existed. He reported that the more he and Mr. Warman talked, the bigger the problem became, i.e., how to visualize ownership and moving forward.

BISHOP Mr. Bishop noted that there should be a productive committee. He noted it might be the wrong kind of committee.

WARMAN Mr. Warman commented that he was not sure how to define productive. There were no results yet, but their conversations had been productive. They could not come forward to the board with definitive answers.

BISHOP Mr. Bishop stated that he thought that the goal of the committee would be virtually impossible for two people to accomplish. His solution would be to involve the entire Commission.

SCHENCK Chairman Schenck stated that the committees were set up with definite ideas in mind, especially the Budget Committee in order to create the first budget. It was a working committee. She asked Ms. Ratcliffe whether he and Mr. Fullmer receive the Interim Payables for approval because they are on the Budget Subcommittee or because he's the Treasurer and I'm the Chairman.

RATCLIFFE Ms. Ratcliffe responded that it is because he is the Chairman and Mr. Fullmer is the Treasurer, and their names appear on the checks that are signed.

HUNT Mr. Hunt asked whether Mr. Fullmer oversaw the preliminary budget.

SCHENCK Chairman Schenck responded that he did, and then the board was involved to get the general direction for what became the 2010 budget.

RATCLIFFE Ms. Ratcliffe added that it was open to everyone, not just the committee. She did not see a point in the Budget Committee.

WARMAN Mr. Warman noted that it seemed that the only committee reporting valuable information is from Mr. Eckert and the Volunteer Subcommittee.

SCHENCK Chairman Schenck indicated he had no problem in disbanding the Budget Subcommittee. He thought not to remove the Volunteer Subcommittee because it might send the wrong message to that group. He noted that the EMS Committee really consists of Chief McCoy.

MCCOY Chief McCoy responded that he would include it in his Chief's report.

WARMAN Mr. Warman agreed with that and commented that, as far as the Negotiation Subcommittee, there is nothing to report because there is nothing happening. There is a negotiating team.

SCHENCK Chairman Schenck agreed with disbanding the Budget and the EMS. He thought the Negotiating team should stay in place, and the Volunteer Subcommittee should stay. As far as the Building Committee, it sounded like Mr. Hunt and Mr. Warman wanted a little more time to explore other options for the buildings.

WARMAN Mr. Warman noted that he was not sure that they would be able to come up with an answer. He asked Mr. Hunt for his thoughts.

HUNT Mr. Hunt responded that they are smarter at knowing the questions than before, and he could see a value to continuing.

SCHENCK Chairman Schenck stated that if it were disbanded, it would need to become a standing agenda item because of the importance to keep it moving forward.

HUNT Mr. Hunt recapped the questions that he and Mr. Warman were working on, which was the basic ownership of real estate. It is not pointing at any site prep, nor any negotiations. At some point whether some prep work is done or not, the vision needed to be filled out at that time.

WARMAN Mr. Warman noted that they could still meet and discuss it.

HUNT Mr. Hunt stated that one of the most difficult things is that there are so many different connotations, and they cannot have a policy to fit every scenario.

WARMAN Mr. Warman noted that neither of them has the experience to say how it was done elsewhere.

HUNT Mr. Hunt agreed to remove the Building Committee.

WARMAN Mr. Warman recapped that the list was pared down to the Negotiation and the Volunteer Subcommittees. He asked whether a motion was needed.

FAZZINI Attorney Fazzini responded that it should be done by motion to have official action.

MR. HUNT MOVED TO LIGHTEN THE WORKLOAD BY ELIMINATING THE STANDING BUDGET SUBCOMMITTEE, THE STANDING BUILDING COMMITTEE AND THE STANDING EMS COMMITTEE, AND LEAVING THE STANDING NEGOTIATING COMMITTEE AND THE STANDING VOLUNTEER SUBCOMMITTEE. MR. BISHOP WAS SECOND.

WARMAN Mr. Warman asked whether standing committees should be re-authorized each year.

SCHENCK Chairman Schenck responded that by policy it would be an excellent action.

HUNT Mr. Hunt asked whether there were any issues to accomplish in 2010 for which the board would like to create a committee.

BISHOP Mr. Bishop noted that they could be named committees rather than subcommittees.

WARMAN Mr. Warman noted to reauthorize the Negotiation and the Volunteer Committees for the year 2010.

MOTION UNANIMOUSLY CARRIED.

SCHENCK Chairman Schenck asked whether there were any further motions.

MR. WARMAN TO REAUTHORIZE THE NEGOTIATION COMMITTEE AND THE VOLUNTEER COMMITTEE FOR THE YEAR 2010 AS STANDING COMMITTEES OF YAUF. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

SCHENCK Chairman Schenck noted that the understanding is that the committees or assignments of members should appear on the reorganization agenda every year.

9. RESOLUTIONS AND AGREEMENTS

There were none for discussion.

10. ACTION ON MINUTES

A. Approval of Minutes: December 15, 2009 Fire Commission Meeting

MR. WARMAN MOVED TO APPROVE THE MINUTES OF THE DECEMBER 15, 2009 FIRE COMMISSION MEETING. MR. GUYER WAS SECOND. MOTION UNANIMOUSLY CARRIED.

11. OLD BUSINESS

There was no Old Business for discussion.

12. NEW BUSINESS

A. Approval of 2009 Budget Reallocations

RATCLIFFE Ms. Ratcliffe stated that in the creation of a budget, the fuel or electricity costs are an unknown, Once a year the budget needed to be realigned so that there are no negative budget line items in preparation for the audit. The exercise does not change the total budget, but just takes some dollar amounts from one budget line item and places it in another line item. In this case, there was more money allocated for fuel than was needed, but electricity was higher than anticipated. This is simply an adjustment to eliminate any negative line items.

WARMAN Mr. Warman asked whether that was a necessary action and whether it was common practice.

MCCOY Chief McCoy responded that in reviewing the minutes from January of 2009, there was a discussion as to whether a motion or a resolution was necessary. The final decision was because the overall budget never changed, it just moved funds within the budget, it was done by motion. That was done in January of 09.

RATCLIFFE Ms. Ratcliffe added that when an audit is done, the state is concerned if there is more than 10% in any one line item as a negative, and it becomes an issue that has to be addressed.

WARMAN Mr. Warman responded that was a good reason, that it makes it cleaner for the state to review.

RATCLIFFE Ms. Ratcliffe added that the state required that it must be done for townships and school districts. The original budget must be shown as well as an amendment and a revised budget.

SCHENCK Chairman Schenck indicated he thought it had to be done, not only if any line item was off by 10%, but also in general.

RATCLIFFE Ms. Ratcliffe responded that it is done in general but also to clean up those items that are over 10%.

SCHENCK Chairman Schenck asked what actually needed to be approved.

RATCLIFFE Ms. Ratcliffe responded that the second to last column was the actual adjustment. The last column was to show what the budget will be after the adjustments are made. In total there was a \$101,400 adjustment where it was increased and decreased to zero.

WARMAN Mr. Warman commented that it zeroes out at the end.

RATCLIFFE Ms. Ratcliffe stated that it will allow the board to compare budgets next year with the ability to see what was needed for specific areas.

WARMAN Mr. Warman asked who decided to do the reallocations.

RATCLIFFE Ms. Ratcliffe responded that she had made the decision.

MR. WARMAN MOVED TO APPROVE THE 2009 BUDGET REALLOCATIONS. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

B. Les Adams – Application Project Presentation

ADAMS Mr. Adams provided a PowerPoint presentation. He reported that the intent of the document was to hand out to other potential partners to educate them and to use it as a blueprint for the future. His intent would be to leave the report with some

revisions as the board found appropriate for Chief McCoy to show to other fire departments for education. He called the report, “Regional Fire and EMS Services in York County, Pennsylvania, A Blueprint for Further Enhancement and Regional Services.” He noted that the report would provide several Scopes of Services in terms of an educational template that could be an explanation for other fire departments. By design it did not contain specific numbers for specific other municipalities. Some specifics he reported are summarized:

- Front cover includes “Funded by” and included Springettsbury and Spring Garden Townships as well as the Commonwealth of Pennsylvania through grant funding. The state desired to use the report in work that Rob Grady does throughout, which illustrates the potential for development and further expansion of YAUFRR.
- Scopes of Services: Considerations relating to two types of models of fire agencies: Combination Departments and Volunteer Fire Companies throughout York County.
- Application process for agency model implementation plan.
- Incorporation of Springettsbury EMS and Identification of Potential Challenges.
- Sections of the document are:
 - Introduction
 - Concepts of Regionalization
 - Information detail for educating other fire services regarding regionalization.
 - Information regarding the creation of York Area United Fire and Rescue.
 - Potential YAUFRR Fire Service Ordinance.
 - Functional Consolidation, Full Regionalization and Service Improvement Benefits.
- Appendices including the Charter Agreement, Bylaws and Adoption
- Creation of YAUFRR with original framework, authority under statutes, municipal resolutions, authorized mergers, organization, governance, Commission, membership roles and responsibilities, funding options and volunteer involvement, organization and staffing, future International Certification.
- Future Partners – Charter Agreement provisions discussed.
- Community Study Process – initial phases.
- Implementation Phase.
- Potential future partners: Manchester, City of York, North York Borough and West York Borough.
 - Section on Manchester Township. No potential obstacles.
 - Section on York City. Master plan underway. Outstanding opportunity for YAUFRR growth in the future.
 - Volunteer fire companies – Fees for Service, which would include potential companies such as York Township, Windsor Township, Hellam Borough, East Manchester Township; opportunity to join YAUFRR volunteer organization.

- Fee for Service – Section on background, implementation with points and recommendations.
- EMS – Future partners include Manchester (fire-based EMS Service), Spring Garden/Grantley, City of York/White Rose Ambulance.
- Essential Functional Consolidation – Closest automatic mutual aid and common regional operating procedures.

ADAMS Mr. Adams reported that the final step would be to take the material to the appropriate township like Manchester when they're ready. They indicated a desire to sit down with YAUFRR with an application package. Mr. Adams noted that there is about 10% of the contract amount remaining, and that would be utilized to work with the board and the Chief to develop a specific package for whichever fire service is chosen.

Board Comments:

- Report is envisioned not for the board but rather for a potential joiner to YAUFRR; those who would not be as familiar with regionalization.
- Board needs to review what and how the document would be used.
- Written application process to be developed for future use of specific agency.
- Potential hurdles/pitfalls to be identified for potential joiners.
- Full study/Master Plan being created for City of York, a separate consulting study.
 - City of York is a combination department.
- More analysis and analytical information should be included.
- Volunteer fire companies - current approach is Fee for Services.

WARMAN Mr. Warman asked Mr. Adams for his overall recommendation.

ADAMS Mr. Adams responded that with whatever changes that the board would like to see, he would recommend doing a two-step process. Pursue on a separate internal tract the kinds of information that is being developed with Manchester and perhaps the City of York. He was not aware of any township interested in Fee for Service.

WARMAN Mr. Warman asked if Mr. Adams anticipated there would be some requests for Fee for Service.

ADAMS Mr. Adams responded that in a typical volunteer fire service, it is all volunteer with no funding from townships or local government. When local government begins to provide funds and as areas develop more, daytime coverage becomes a serious problem for volunteers. When they realize there are problems, or if a terrible fire takes place with death involved, then the requests will come in for service. He had done some web searching for ranges of fees, but it is pretty substantial depending upon staffing and apparatus.

- WARMAN** Mr. Warman asked whether the report included enough information to respond to a municipality that would call for future service.
- ADAMS** Mr. Adams responded that he thought so.
- SCHENCK** Chairman Schenck asked about the written plan for incorporating Springettsbury EMS into YAUFR. He noted that it would be in steps, i.e., initiate discussion, develop meeting schedules, and determine fees.
- ADAMS** Mr. Adams responded that those would be the initial steps, and he could expand on that information. He added that if the board needed more time for review he would come back again as he would be in the area often.
- SCHENCK** Chairman Schenck indicated that he thought all the board members would like further review. He noted that Mr. Adams mentioned roughly 10% of the budget remained. He asked for a more definitive amount as he was not sure if Mr. Adams was working on an hourly basis.
- ADAMS** Mr. Adams noted that he was not counting hours. He stated that he wanted to complete the work and have the board satisfied with the product, and he indicated he would put in whatever time and effort that is necessary on his part to make sure that happened.
- WARMAN** Mr. Warman recapped some of the detail. He noted that they should be focusing on Manchester Township, City of York and volunteer fire services like York Township.
- ADAMS** Mr. Adams noted that North York Borough was missing.
- WARMAN** Mr. Warman asked whether they are career firefighters in North York.
- ADAMS** Mr. Adams responded that they are career personnel and a combination paid volunteers. He indicated that the station and the service provision from that location is important to regional service. Mr. Adams reported that he met with them, and they took a wait and see approach, but he thought their paid staff would like to be become part of YAUFR.
- WARMAN** Mr. Warman asked whether North York was fundamentally different than Manchester Township in its operation.
- ADAMS** Mr. Adams responded that it is much smaller and less organized. He thought that White Rose provided their EMS service.
- MCCOY** Chief McCoy added that their career employees are part of YAUFR's union. They have a Chief and two others and are employed by North York Borough.

- SCHENCK** Chairman Schenck noted that relative to their size that must be a large part of their budget.
- ADAMS** Mr. Adams noted that at this point in terms of which department might come next would be Manchester. He was not sure about York City and then North York Borough.
- SCHENCK** Chairman Schenck asked whether the information concerning North York could be considered in a separate document and/or a separate presentation.
- ADAMS** Mr. Adams responded that it could be provided however the board desired but through the Chief. He could present a package for Manchester; a package for York City when he has a better understanding of their fire service.
- BISHOP** Mr. Bishop asked whether the development of a written application process for future use by agencies to join YAUFRR would be something that would happen on a case-by-case basis.
- ADAMS** Mr. Adams responded that the application process was included in the report. The one that is developed the most is for Manchester Township, on page 36, since they were much closer in the process. He noted that there is some general information and then a suggested joiner process followed by joiner considerations.
- BISHOP** Mr. Bishop asked about the implementation phase process on page 34. He noted that he was discussing generally how things would happen.
- ADAMS** Mr. Adams responded that it was two phases, the study phase and implementation phase.
- BISHOP** Mr. Bishop indicated that in the implementation phase it stated that elected officials appoint representatives to YAUFRR Board of Commissioners. He asked what that meant because at that point they would not be on the board of YAUFRR. He asked whether this is an appointed representative to do negotiations.
- ADAMS** Mr. Adams responded that would be when they actually have finalized the study phase and is ready to implement. There would be a budget approval, and their representatives to the YAUFRR board would be appointed by them. The YAUFRR board of commissioners would determine and approve all aspects of agreements.
- WARMAN** Mr. Warman asked whether implementation was where they signed the agreement.
- ADAMS** Mr. Adams responded no, that the implementation included signing the agreement.

- WARMAN** Mr. Warman noted that they can't be voting representatives on the Commission until they've signed the agreement.
- BISHOP** Mr. Bishop commented that he was trying to understand the process.
- SCHENCK** Chairman Schenck noted that he did not think that was consistent with the Charter Agreement. He did not think the Charter Agreement indicated that once a potential joiner signed up that a representative could be appointed to the Commission.
- ADAMS** Mr. Adams responded that in terms of sequence it would occur at a given point in time.
- BISHOP** Mr. Bishop commented that he thought what the board was looking for was a process of how to bring a new fire service into YAUFRR. He assumed that it would have to happen in a certain order. He did not know whether the document was providing that. He asked whether there should be a date on the document.
- ADAMS** Mr. Adams responded that when it is published in final form it could have a date, and it could very well need a cover letter from the Chairman.
- BISHOP** Mr. Bishop noted that he did not see much specifics in terms of financial strategy of how to get a fire service merged.
- ADAMS** Mr. Adams responded that that would change from one partner to another.
- BISHOP** Mr. Bishop stated that was his approach, and given the Charter Agreement, this is how it should be done that each one financially going forward is done on a case-by-case basis.
- ADAMS** Mr. Adams indicated that would be up to the board, and if a formula should be adopted, he would include that. He was not sure that policy was established.
- BISHOP** Mr. Bishop noted that the board might want to hire a consultant to provide advice on how to financially make it work.
- GUYER** Mr. Guyer commented that there would be no way to know how to have a formula or even a concept of how to make it work if there is no idea of any financial amount, whether it be in equipment, manpower, etc. until they are identified. Putting together a concept like this with a formula of an unknown dollar amount from a fire service to join YAUFRR is nearly impossible until that service would be identified.
- ADAMS** Mr. Adams responded that was his thinking not knowing which service would come in next and when that would happen. The numbers would change,

negotiations and discussions would take place as far as apparatus would be concerned.

GUYER Mr. Guyer commented that even if Manchester were to join and later York City, that would change the whole financial balance of YAUFRR.

WARMAN Mr. Warman noted that if the structure was known, probably not. At this time there is a structural system in place that allocates the funds based not on money but based on call volume.

SCHENCK Chairman Schenck stated that the board had gone as far as possible this date. Mr. Adams' report was accepted as a draft and the board would continue to dialogue.

13. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:50 p.m.

Respectfully submitted,

Provided in Mr. Fullmer's absence by the stenographer.

John Fullmer
Secretary

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