

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

**FEBRUARY 15, 2011  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular meeting on Tuesday, February 15, 2011 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

**MEMBERS IN**

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

**MEMBERS NOT**

**IN ATTENDANCE:** John Fullmer, Secretary

**ALSO IN**

**ATTENDANCE:** Steve Hovis, Solicitor  
John Holman, Springettsbury Township Manager  
Bob McCoy, Chief, YAUFR  
Dan Hoff, Battalion Chief, YAUFR  
Sandy Ratcliffe, Finance Officer, Assistant Treasurer, YAUFR  
Tom Stees, YAUFR  
Don Eckert, YAUFR  
Jean Abrecht, Stenographer

**1. CALL TO ORDER**

A. Opening Ceremony

1. Pledge of Allegiance

**SCHENCK** Chairman Schenck called the meeting to order at 7 p.m. He led the Pledge of Allegiance.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**SCHENCK** Chairman Schenck announced that no Executive Sessions had been held since the last meeting and none were contemplated for this date.

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Steve Hovis, Solicitor

**HOVIS** Solicitor Hovis stated that he had nothing to report.

B. Robert McCoy, Fire Chief

**MCCOY** Chief McCoy noted that he had nothing to add to his written report.

**HUNT** Mr. Hunt asked for clarification on item C2 in Chief McCoy's report. He asked how a high bidder could just walk away from a bid and if it is a binding bid.

**MCCOY** Chief McCoy responded that all legal bidding requirements had been met, and an individual came forward outside of the bid process who showed interest.

**HUNT** Mr. Hunt asked about item J1 concerning the Relief Fund from the state. He questioned whether the state was dividing or measuring the career to volunteer ratio.

**MCCOY** Chief McCoy responded that the career to volunteer ratio is indicated on the aging report.

**HUNT** Mr. Hunt asked if the state is interested in that number. He wondered whether townships have volunteers with no career firefighters.

**MCCOY** Chief McCoy responded that he had discussed the aging report with the Actuary, Tom Zimmerman. One of the things risked is that if YAUFRR fills out the AG385 report and indicates a volunteer/career ratio portion, there is a possibility that the state could issue one relief check instead of having the two townships getting the checks. Mr. Zimmerman had recommended that all the career employees be placed on the YAUFRR AG385 list, but the townships are still going to show a career/volunteer split. Prior to YAUFRR it only applied to the volunteer Relief section because by law it must go through the municipality.

**HUNT** Mr. Hunt asked how he would do the splitting as the ranks had just increased.

**MCCOY** Chief McCoy responded that he intended to use the 17 in Springettsbury and the 15 in Spring Garden as had been done in the past.

**HUNT** Mr. Hunt asked whether the accounting would become more complicated moving forward.

**MCCOY** Chief McCoy responded that Mr. Zimmerman had been dealing with the Attorney General's office since they had first brought up the issue of amount. He and Ms. Ratcliffe had a conference call with him and he indicated that on the AG385, Section A only applies to the Relief. As long as the schedule of employees is attached to the form, the MMO fund will be accurate, but it will guarantee that the Relief checks are cut to the municipalities. Chief McCoy added that focusing on this issue emphasized the importance of merging the Relief Association for the fact that there should be one Relief check to one Relief Association. He noted that it will take some time to accomplish.

**HOVIS** Solicitor Hovis stated that if there are Pennsylvania legislative missing links, merger-type statutory language can be provided.

**MCCOY** Chief McCoy noted that, once they have everything ready to merge, they will go to the elected officials in the state legislature.

**5. ACCOUNTS PAYABLE**

A. Payable Listing as of January 31, 2011

**HUNT** Mr. Hunt commented favorably on the new format of the report.

**HOLMAN** Mr. Holman noted that the report was completed on the new Dashboard system and that over time the board can be trained to review the report on the Internet from home.

**MR. HUNT MOVED TO PROCESS THE PAYABLES AS SUBMITTED. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**6. BIDS, PROPOSALS & CONTRACTS**

There were none for action.

**7. COMMUNICATION FROM COMMISSIONERS**

**SCHENCK** Chairman Schenck reported the he and Chief McCoy met informally with the West York Borough in response to their inquiry and provided an overview of YAUFRR for information. Their fire service includes three full time and five part

time people, full time drivers and a group of volunteers. He noted that they had discussed the funding form as it had been prepared originally; however, to divide their budget, it would increase significantly. That led to the question of the use of the model for a smaller community.

A lengthy discussion took place, which is summarized:

- The apportionment formula would be scalable if drivers are provided.
- Importance of defining the level of service.
- Adopting YAUFRR's staffing contract is spelled out for any career employee; two personnel per fire truck.
- Review process of whether to hire YAUFRR to provide service versus merging.
- Firefighters could be provided for daytime hours; officer coverage for several hours.
- An all-volunteer company might be brought in under the YAUFRR umbrella without financial exchange.
- Neighboring municipalities are currently included in training exercises.

## **8. COMMITTEE REPORTS**

### **A. Volunteer Committee**

**ECKERT** Mr. Eckert reported his concern with reference to a newspaper article written by a freelance reporter. The article was inaccurate and had been removed from the Internet. Mr. Eckert had spoken with the reporter and encouraged her to be sure the facts are correct in her reporting. Mr. Eckert urged the Commission to move forward with producing an accurate and up-to-date news release.

**SCHENCK** Chairman Schenck stated that the township through Mr. Holman, YAUFRR through the Chief and Mr. Eckert should be involved in creating the press release because financially it's the township and the volunteer company, but YAUFRR is involved operationally.

**BISHOP** Mr. Bishop suggested that such release be posted on the website for accuracy.

**ECKERT** Mr. Eckert reported that he continued the negotiation process for purchase of the parcel of land. In addition, he provided documentation to the board with regard to the approximate costs of leasing a headquarters facility. Information had been given to a leasing organization. He reported costs of leasing a shell and making improvement costs at \$60 to \$65 a square foot. Leasing a facility with adequate

HVAC would cost approximately \$35 to \$45 a square foot. Basic rental rates are from \$14 to \$15.50 a square foot for 3,500 square feet, which would target approximately \$49,000 to \$54,250 a year lease cost. Additional factors would be involved as far as amortization costs.

**9. RESOLUTIONS AND AGREEMENTS**

- A. Approval of Premium Only Plan Prescription Adoption Agreement
- B. Approval of Resolution 2011-02 – Premium Only Plan

**SCHENCK** Chairman Schenck asked Chief McCoy to if he could provide information on items A and B.

**MCCOY** Chief McCoy responded that the items involve the opportunity for employees to contribute toward their healthcare pre-tax and is required under IRS.

**HUNT** Mr. Hunt questioned the use of the term firefighter versus employee.

**MCCOY** Chief McCoy responded that the wording applies to the York Area United Medical Plan and includes all employees both uniform and non-uniform. Participation would include length of service of 30 days for employees. He noted that the document was provided through Benecon, but it could be changed.

**HOVIS** Solicitor Hovis stated that the Resolution could be approved conditioned upon the wording changed from 'firefighter' to 'employee.'

**MR. WARMAN MOVED TO APPROVE THE PREMIUM ONLY PLAN PRESCRIPTION ADOPTION AGREEMENT AND THE RESOLUTION 2011-02, WITH THE CHANGE FROM THE WORD 'FIREFIGHTER' TO 'EMPLOYEE' ON PAGE 1. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**10. ACTION ON MINUTES**

- A. Approval of Minutes: January 18, 2011 – Fire Commission Meeting

**MR. WARMAN MOVED TO APPROVE MINUTES OF THE JANUARY 18, 2011 MEETING. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. OLD BUSINESS**

A. Manchester Township – Update

**MCCOY** Chief McCoy reported that they held a very informative first meeting and discussed the benefits of regionalization. Additional future meetings were scheduled.

**12. NEW BUSINESS**

A. Approval of Non-Emergency Events for 2011 – YAUFRR Fire Police

**MCCOY** Chief McCoy stated that a question had come up during a Spring Garden Commission meeting with regard to the volunteers and fire police. They are now covered under the YAUFRR Workers Comp plan. The question was whether they should be approved by the YAUFRR Commission or by the municipality.

**HOVIS** Solicitor Hovis stated that it likely should be approved by YAUFRR. The law states when fire police are on a fire call, they are automatically covered by Workers Comp. However, when they are working a chicken BBQ, that would be considered non-emergency related and a voluntary type activity. He added that, if a list could be prepared listing events of a voluntary nature, it should be brought before the YAUFRR Commission for approval on an annual basis. He agreed that, following an annual approval on a list of typical activities, if something came up in the interim, it would be presented to the YAUFRR Commission for approval.

**HUNT** Mr. Hunt noted that the list appeared to segregate non-paid details. He asked whether that would imply that some on the list are paid.

**MCCOY** Chief McCoy responded that the fire police are actually paid by the people putting on the event. He noted that there will be a learning curve between the two platoons merging into one roster and getting everything streamlined.

**ECKERT** Mr. Eckert noted that the fire police do not attend any non-emergency operations unless authorized by the police department.

**MR. WARMAN MOVED TO APPROVE THE NON-EMERGENCY EVENTS FOR 2011 YAUFRR FIRE EMPLOYEES AS SUBMITTED. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**13. ADJOURNMENT**

**SCHENCK** Chairman Schenck adjourned the meeting at 7:50 p.m.

Respectfully submitted,

*Prepared by the stenographer in Mr. Fullmer's absence.*

John Fullmer  
Secretary

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