

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

**FEBRUARY 19, 2008
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, February 19, 2008 at 7 p.m. at the Springettsbury Township offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS

PRESENT: Bill Schenck, Chairman
Austin Hunt, Vice Chairman
John Fullmer, Secretary/Treasurer
Don Bishop, Springettsbury Commission Member
Holly Gumke, Spring Garden Commission Member
Nick Gurreri, Springettsbury Alternate

MEMBERS

NOT PRESENT: Richard Guyer, Spring Garden Alternate

ALSO PRESENT: John Holman, Springettsbury Township Manager
Greg Maust, Spring Garden Township Manager
Steve Hovis, Solicitor
Barry Emig, Chief, Spring Garden Fire
Bob McCoy, Chief, YAUFR
Dan Hoff, Springettsbury Township Fire/Rescue Service
Dave Eckman, FF Local 2377
Andrew Stern, Springettsbury Merger Committee
Scott Curtis, Grantley Merger Committee
Tom Stees, Victory Merger Committee
Don Eckert, Springettsbury Merger Committee
George Mount, Springettsbury Fire/Rescue Service
Various other members of the fire companies
Sandy Ratcliffe, Finance Department
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

SCHENCK Chairman Schenck called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

A. Executive Session of January 15, 2008 Regarding Personnel Matters

SCHENCK Chairman Schenck announced that an Executive Session was held following the January 15th meeting to discuss a personnel matter. He stated that there would be

an Executive Session immediately following the meeting this date to discuss a personnel matter.

3. COMMUNICATION FROM CITIZENS

ECKMAN Mr. Eckman reported on behalf of the Firefighters Local 2377 with regard to an Ordinance concerning the proposed changes to the Charter Agreement. He stated that their organization would be communicating their position in writing with regard to the collective bargaining issue. He noted that currently the fire fighters are municipal employees and are guaranteed the right to Act 111. The Charter Agreement addresses that issue because it is anticipated that when the transfer of employees comes to the Commission that they lose the statutory protection. They are concerned that the Commission would be in a position to change the Charter Agreement any time in the future. The Firefighters Local 2377 will be opposing the Ordinance.

4. MANAGEMENT/ATTORNEY REPORTS

HOVIS Solicitor Hovis reported that most of his items for action would be discussed later in the Agenda. He mentioned that the Ordinance on which Mr. Eckman commented had been sent to the respective municipalities for consideration.

MCCOY Chief McCoy reported on his first week in office. He thanked the Commission members and everyone from both townships who had been very gracious as he makes the transition both professionally and personally. He reported that he has the office on Whiteford Road operational, and Chief Emig had come by every day to help, in addition to taking care of his responsibilities to Spring Garden. Rules and regulations, standard operating procedures and dispatch items are in draft form. He invited everyone to stop by the office when they have an opportunity.

SCHENCK Chairman Schenck asked whether either of the Township Managers had anything to report.

HOLMAN Mr. Holman responded that he had nothing at this time.

MAUST Mr. Maust responded as well that he had nothing to report at this time.

5. ACCOUNTS PAYABLE

There were no accounts payable for action.

6. BIDS, PROPOSALS & CONTRACTS

A. Enter into Agreement with Springettsbury Township for Human Resources, Financial and MIS Services

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- SCHENCK** Chairman Schenck asked whether there were any questions with regard to the agreement.
- HUNT** Mr. Hunt asked whether there was some supporting information to be included.
- HOLMAN** Mr. Holman responded that he had previously provided an early spreadsheet.
- HUNT** Mr. Hunt noted that he agreed with the concept and would like additional information to attach to the agreement.
- HOLMAN** Mr. Holman responded that he could provide the spreadsheet details.
- HOVIS** Solicitor Hovis noted that the Township Solicitor was to forward the agreement and the facility lease to him. He had not seen either the spreadsheet or the lease agreement. He asked that documentation be delivered to his office.
- GUMKE** Ms. Gumke added that the Solicitor should be provided documentation in advance in order to have an opportunity for review.
- HUNT** Mr. Hunt indicated if the Commission was comfortable with the agreement, he wouldn't want to hold it.
- FULLMER** Mr. Fullmer responded that he had reviewed the spreadsheet previously and it seemed to be in line with the services they were willing to provide.
- GUMKE** Ms. Gumke noted that if Solicitor Hovis reviewed it and makes sure what the Board is approving is essentially what is expected.
- HOVIS** Solicitor Hovis responded that he had several questions, such as annual fee versus a monthly basis, no terms, no termination rights. He posed a scenario where at some point Springettsbury's services should be terminated, that couldn't be done with this agreement.
- HOLMAN** Mr. Holman noted that it is for one year, renewable each year thereafter. If the Commission was unhappy with the services, they could be cancelled after the first year or find another place that can offer them for less.
- SCHENCK** Chairman Schenck recommended adding the spreadsheet reference and make it a part of the agreement.
- BISHOP** Mr. Bishop suggested that any changes should be made by the Commission's attorney.
- HOVIS** Solicitor Hovis suggested approving the agreement conditioned upon the Solicitor's evaluation of terms and conditions.

SCHENCK Chairman Schenck stated that the goal is to make sure that this is done in a way that YAUFR stays operational. Any amendments to that would have to come back to the Springettsbury Board.

MR. HUNT MOVED TO APPROVE THE AGREEMENT WITH THE GENERAL DOLLAR TERMS AND THE CONCEPTUAL SERVICE TERMS AS OUTLINED PENDING INCORPORATION OF THE LANGUAGE FROM THE SPREADSHEET AND PENDING APPROVAL BY THE COMMISSION'S SOLICITOR WITH AN EFFECTIVE DATE OF FEBRUARY 11, 2008. MR. FULLMER WAS SECOND. MOTION UNANIMOUSLY CARRIED.

B. Enter in Agreement with Springettsbury Development Authority for use of real property at 3321 Whiteford Road (Tax Parcel 46-KJ-1U).

SCHENCK Chairman Schenck stated that item B is for the office lease agreement for the use of the building. He noted that Solicitor Hovis had not received the lease agreement for review.

HOVIS Solicitor Hovis noted that with a quick review he did not see any obvious issues.

HUNT Mr. Hunt commented on the shared parking spaces and the cost of insurance due to a lessee occupation of the premises.

HOLMAN Mr. Holman responded that the building itself will not be insured for replacement. The building will be insured for \$50,000 covering what is inside the building, such as computers, phone system, record replacement and \$15,000 for relocation expenses if something should happen to the building so that there would be some funding available to rent space for the organization to start off. That's the difference in the value of the change of the insurance.

SCHENCK Chairman Schenck asked what the difference was in the dollar amount.

HOLMAN Mr. Holman responded that it should be no more than about \$1,000.

HUNT Mr. Hunt asked what would happen if Springettsbury decided to ask the Commission to relocate the office.

HOLMAN Mr. Holman responded that the township always planned ahead but he was sure there would be cooperation with the Commission.

HOVIS Solicitor Hovis indicated that the agreement could be approved conditioned upon review by the Chief and by the Township Solicitor.

MS. GUMKE MOVED TO APPROVE THE AGREEMENT WITH SPRINGETTSBURY DEVELOPMENT AUTHORITY FOR USE OF REAL PROPERTY AT 3321

WHITEFORD ROAD (TAX PARCEL 46-KJ-1U) SUBJECT TO THE SOLICITOR'S REVIEW AND DOCUMENTED CHANGES. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

C. Motion to approve VFIS Insurance Proposal, effective date February 11, 2008.

HOVIS Solicitor Hovis responded that he had not reviewed the proposal, as he typically would not review insurance proposals.

HOLMAN Mr. Holman noted that the insurance covers the professional liability for the board and insurances for the building. It covers the Chief's liability for driving a vehicle on behalf of the organization. At this time it does not incorporate the call volumes that are incurred by both municipalities because that is still covered by both municipalities. It does not include bonding for finances for amounts budgeted. He stated that the amount is relatively low.

GUMKE Ms. Gumke asked whether it would be an annual payment.

HOLMAN Mr. Holman responded that it was an annual payment. He stated that VFIS was very happy with the charter agreement, the documentation, the professionalism that went into developing all of this and with the Chief's resume.

FULLMER Mr. Fullmer added that he does this as part of his regular job, and he had reviewed it as well. It is base level coverage that is required with the start up of a business. He asked Mr. Holman whether both townships should be named as insured.

HOLMAN Mr. Holman responded that they are currently named as additionally insured on the policy. Additional insureds will be added when responses begin.

HUNT Mr. Hunt commented that the Commission needed to agree on a time and date.

HOLMAN Mr. Holman noted that would happen when the operations are transferred. They have the number and they are ready. As soon as the transfer takes place, it will be documented.

HUNT Mr. Hunt noted that Chief Emig is straddling the fence right now and that line will continue to blur.

HOLMAN Mr. Holman responded that they are currently okay.

MS. GUMKE MOVED TO APPROVE THE VFIS INSURANCE PROPOSAL EFFECTIVE FEBRUARY 11, 2008. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

7. COMMUNICATION FROM COMMISSIONERS

HOLMAN Mr. Holman reported that Les Adams was unable to attend the meeting.

SCHENCK Chairman Schenck stated that he had sent his action list, but he had not had an opportunity to review it and had no comments.

HUNT Mr. Hunt added that he had read through it quickly but had no additional comments.

FULLMER Mr. Fullmer stated that he had received it by email as of February 13th.

SCHENCK Chairman Schenck stated that all the Commission members need to receive information like that, and ultimately Chief McCoy will be responsible for putting the packet together. .

8. SUBCOMMITTEE REPORTS

A. Budget Subcommittee

FULLMER Mr. Fullmer asked to move further into the agenda to Resolution 2008-02.

Consensus was agreement to do so.

FULLMER Mr. Fullmer requested action on Resolution 2008-02, the appointment of Sandy Ratcliffe as Finance Officer/Assistant Treasurer. Mr. Fullmer highly recommended Ms. Ratcliffe to the position as she is very qualified and would be an asset to the Commission.

MR. FULLMER MOVED TO ADOPT RESOLUTION NO. 2008-02 APPOINTMENT OF SANDY RATCLIFFE FINANCE OFFICER AND ASSISTANT TREASURER. MS. GUMKE WAS SECOND. MOTION UNANIMOUSLY CARRIED.

FULLMER Mr. Fullmer reported that the establishment of a chart of accounts was necessary as part of the budgeting process. He had worked on the chart of accounts with Ms. Ratcliffe and Mr. Holman. As soon as a combined budget for the accounts is completed, everything that is necessary will be done to become operational. He requested the Board's concurrence to allow Ms. Ratcliffe, Mr. Holman and him prepare a three month start-up budget. There are some items, such as the Chief's salary, taxes, etc. that need to be funded and bank accounts established. He added that it would require a motion.

HOLMAN Mr. Holman stated that the motion would authorize the establishment of a temporary budget with an unknown amount to cover three month's worth of anticipated expenses.

HOVIS Solicitor Hovis asked whether it was anticipated that the budget then will then be forwarded to both municipalities for approval thereby authorizing the funding.

HOLMAN Mr. Holman responded that it would be forwarded to both municipalities as a temporary action and then during the 90-day period the full budget for the year would be completed. There would have to be an up-front transfer next week into the account.

**MR. HUNT MOVED TO AUTHORIZE THE BUDGET. MS. GUMKE WAS SECOND.
MOTION UNANIMOUSLY CARRIED.**

B. Negotiation Subcommittee

FULLMER Mr. Fullmer stated that he had nothing to report.

HOLMAN Mr. Holman stated that he needed to get with the Commission members to establish some dates for the Negotiating Committee.

C. Volunteer Subcommittee

SCHENCK Chairman Schenck reported that there had been more dialogue. One of the things the volunteer company is looking for is some firm direction from the Board that would be helpful to organize the type of services they provide.

HUNT Mr. Hunt suggested forming an Ad Hoc committee to draw on Les Adams' expertise.

SCHENCK Chairman Schenck stated that he did not have a problem with that. However, he did not want to complicate something that might be simple.

ECKERT Mr. Eckert responded that it was time for action. He indicated that the volunteers were prepared to convey some thoughts to the Board.

CURTIS Mr. Curtis of Grantley Fire Company stated that progress is being made. He welcomed Chief McCoy and indicated they looked forward to working with him. He requested a meeting with Chief McCoy to discuss what is needed and expected operationally. He read a prepared letter to the Board in which he cited some areas of concern. The points are summarized.

- Open communication is key; more responsiveness is necessary from Commission to volunteers.
- New rules to be established; need clarity and understanding.
- First priority is to assist people during a crisis situation.
- Volunteers are stubborn and tough; able to deal with adversity every day and overcome it.
- Need to identify the problem, find a solution and make it work.
- Need one person or group to take control of the project.
- Leader must communicate the goals of the organization and follow through to reality.

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- Operational perspective to be handled by Chief McCoy; need administrative person too.
- Combining all the volunteer companies into one organization appears best option.
- Meeting with an attorney to create a formal organization.
- Coordination Committee was formed as a conduit for the exchange of information.
- Will a Coordinating Committee meet the needs of the Board?
- Conflicting statements from the Board causing confusion; need clarification.
- What does the Board want from the volunteers?
- Volunteers want to be in harmony with the Commission; need Commission's direction.

SCHENCK Chairman Schenck thanked Mr. Curtis for his comments and asked whether Don Eckert had anything further to add.

ECKERT Mr. Eckert responded that they expected to receive a letter that would clarify the position the volunteers should take. They had been working seriously for six months and need to move in a forward direction. They are ready and must do so. He added that they had suggested forming the unified organization where all existing members in good standing would become members of that one company. He asked whether that was still favorable to the Commission.

HUNT Mr. Hunt responded that it was an absolutely tremendous idea. He indicated that if an Ad Hoc committee would be formed, he would start that immediately. It would solve many issues and provide an umbrella structure. It would be a very scalable structure if and when the fire service would be expanded with other municipalities. He had not thought through all of the details of it, but that would be where the volunteers' input would be priority.

ECKERT Mr. Eckert indicated that there will be a lot of ramifications. However, everyone must be realistic about volunteerism today and the volunteer fire companies.

HUNT Mr. Hunt stated that he had heard discussion that the Commission had given up on the volunteers, but that was very far from the truth. They are actively engaging the volunteers. He visualized a strong and vibrant place for the volunteers in this organization for a very long time. The Commission members are all accepting that the level of volunteers had diminished, but he would not give up on it. He emphasized that the umbrella organization is a very clever solution. Every volunteer has a unique reason for volunteering, and the Commission does not want to anticipate that one solution will please all the volunteers. That was the reason that the volunteer input is so important.

ECKERT Mr. Eckert asked that the Commission put something in writing indicating one concept preference over another.

- BISHOP** Mr. Bishop stated that he agreed with everything that Mr. Hunt stated. His concern was that if the Commission dictates one concept makes sense, they run the risk of offending one group who resigns. He added that he did not think the Commission was qualified to make those decisions.
- ECKERT** Mr. Eckert asked who the volunteers should meet with when they come up with an agreement. They need someone to answer some of the questions that come up. They don't want to arbitrarily accept agreements without a careful review.
- GUMKE** Ms. Gumke responded that now that Chief McCoy is on board, he would be the person she would recommend. She agreed with both Mr. Hunt and Mr. Bishop. The Commission thought the proposal was a wonderful idea and something that could work well. However, the Commission is hesitant to tell the volunteers that they have to do things this way or that because they are happy to have all the volunteers working with the Commission on the project.
- ECKERT** Mr. Eckert indicated that if the Commission approves that, they will be happy to do so. They will get the men together with ideas. There will be problems to work through, but time is of the essence and they must move forward.
- SCHENCK** Chairman Schenck asked Mr. Stern for his comments.
- STERN** Mr. Stern commented on the early days of discussion prior to the new identity selection, there was reference to making the merger operational on the corporation level. The volunteers agree with the concept. Three volunteer fire companies were mentioned, but technically there are five: three plus the two old Springettsbury Township ones and the Commission. As Mr. Curtis had reported, they had met with an attorney about the idea of one new department. He raised many issues of concern, which led to discussion among the volunteers as to moving forward. Mr. Stern agreed with Mr. Bishop's comment to not tell the volunteers what to do, but to tell them what the Commission prefers the volunteers to do as far as the corporate level of volunteer fire companies. The volunteers agree to work with the Chief on the operational part. Mr. Stern did not know if it would be fair to him to deal with the corporation part. He asked whether the Commission would prefer to have three or one volunteer fire company to deal with, or whether the Commission would just want to coordinate that. Disbursement of funds and apparatus and fire stations are other matters to be solved and will need to be dealt with separately with each fire company.
- HUNT** Mr. Hunt responded that the Commission would not be "dumping" this in Chief McCoy's lap. He is a seasoned fire professional, and the Commission is pointing him out as a day-to-day contact. He is the conduit to facilitate for the Board the same as the Manager. As far as the other detailed point, the structure should be solved first, and then discuss the other details.

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HOVIS Solicitor Hovis asked what the advantage to the Commission would be to dealing with three different volunteer companies versus one.

BISHOP Mr. Bishop responded that the advantage to the Commission in dealing with one organization would be for a smoother operation.

GUMKE Ms. Gumke added that she did not see any real advantage to deal with three entities. One organization would make it so much easier. One organization is a great idea, and if it can be done, everyone would be fine with that.

SCHENCK Chairman Schenck asked whether that was the general consensus of the Commission.

FULLMER Mr. Fullmer added that it was clearly stated in the minutes of the last meeting that everyone was in favor of it.

SCHENCK Chairman Schenck stated that everyone embraces that idea. He personally was one who stated that the volunteers were thinking out of the box. It is a generally positive move.

GUMKE Ms. Gumke asked whether the Commission needed to provide something.

SCHENCK Chairman Schenck stated that he was 100% in agreement. The word eggshells was used, and he was more sensitive than anyone else on the Commission about it because he was aware that there will be volunteers discussing it and saying that the Commission is out to put them out of business. That being said, he stated very clearly that it was not the intent of this Commission. The discussion encompasses an operational umbrella organization that would be much more efficient for the Commission, more efficient for the Chief and more efficient for the volunteers, either EMS or Fire Police. In no way does that send a signal that undermines or that the Commission is trying to put three companies out of business.

FULLMER Mr. Fullmer stated that setting up a Pennsylvania stand-alone company was not complicated. However, it does become complicated when other companies are brought under the umbrella. He agreed with Mr. Stern that there are two major issues, the operational side and the organizational side. He indicated that the Commission is in favor but reluctant because they don't know what's ahead. The volunteers want a head nod to move forward, and the Commission had given that, but the Commission is not dictating what to do.

SCHENCK Chairman Schenck added that the Chief will be supported in this effort.

BISHOP Mr. Bishop agreed that there is a point person, but the entire Commission should be involved. The Chief is to be involved, be the intermediary, the conduit, digest the information, make recommendations and frame the questions.

FULLMER Mr. Fullmer stated that having the Chief as the point person may facilitate the communications as well. The volunteers had stated that it is lacking so hopefully that will help.

10. RESOLUTIONS AND AGREEMENTS

A. Resolution No. 2008-02 – Appointment of Finance Officer/Assistant Treasurer

Item A had been acted upon earlier during the meeting.

B. Resolution No. 2008-03 – Commerce Bank Corporate Banking Resolution

FULLMER Mr. Fullmer reported that Ms. Ratcliffe had everything ready for signatures following approval. The intention is to open the bank accounts.

HOLMAN Mr. Holman added that it is for a not-for-profit organization.

FULLMER There are two accounts, one for regular checking and one for payroll.

MR. BISHOP MOVED TO APPROVE RESOLUTION 2008-03, COMMERCE BANK CORPORATE BANKING RESOLUTION. MS. GUMKE WAS SECOND. MOTION UNANIMOUSLY CARRIED.

HUNT Mr. Hunt asked whether the intent is to use the Whiteford Road address as the mailing address for the fire company office. It was listed as 1501 on the documentation.

HOLMAN Mr. Holman responded that at this point all mail is coming to 1501, and anything for the fire company or Chief McCoy is put aside and they come and pick it up.

BISHOP Mr. Bishop indicated it is probably a lot more secure.

MCCOY Chief McCoy stated that the hope is to eventually use that address but with the corporate finance they will use 1501 Mt. Zion.

HUNT Mr. Hunt indicated that he just brought it up as a point for the people who need an address.

11. ACTION ON MINUTES

A. Approval of Minutes: January 15 Commission Meeting

MR. HUNT MOVED TO APPROVE MINUTES OF THE JANUARY 15TH COMMISSION MEETING AS SUBMITTED. MR. FULLMER WAS SECOND. MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

A. York Area United Fire Rescue Charter Agreement Requirements

SCHENCK Chairman Schenck stated that the item was a standard Agenda item, which should be reviewed.

HUNT Mr. Hunt asked for the status on formalizing the lease agreements.

HOVIS Solicitor Hovis stated that Chief Emig provided a list of all the equipment and assets and he had reviewed it. He had determined that in an initial review he could not find any operating agreements or written agreements associated with that equipment. Therefore, the commission is going to need to determine whether to proceed on a verbal type agreement; whether to have a somewhat informal but binding agreement indicating permission to use the equipment. If at any time use of the equipment would not be allowed, a year's notice would be required in order to replace the truck or equipment. It would be a decision the Commission would have to make as to A comfort level you feel in proceeding on the basis that the townships have in the past or whether there would be a need for something more tangible for protection.

HUNT Mr. Hunt stated that he thought it would be important to capture some type of working agreement. He thought it was more of a common understanding because there will be changes within the three to five-year range for replacing apparatus, potential moving, relocating station houses, etc. Depending on how formal that concept is will determine necessary negotiations.

HOVIS Solicitor Hovis agreed that negotiations would not be necessary when the understanding is agreement to use the equipment; just advise when the need arises to purchase a new truck.

BISHOP Mr. Bishop asked what the issues would be.

HOVIS Solicitor Hovis indicated that Chief Emig could identify all of the entities. He was certain that part of any discussion with an attorney would include that all the various companies own different things and how to deal with one merged organization and encompass everything. He would include items such as donating, selling, how to absolve one corporation and its assets when it's a not-for-profit corporation. He would anticipate it would take meeting with all three or one and have a written agreement indicating their granting a license to use it. The organization agrees to maintain it and advise if there is a need to change the agreement. He would not want to overcomplicate that because it appeared to be something simple that had been working for some time. He recommended that he, Chief Emig and Chief McCoy meet to identify a basic understanding for the Board to move forward on an operational basis.

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- HUNT** Mr. Hunt added that the Commission's intent is merely to capture the essence of the current working operation.
- HOVIS** Solicitor Hovis complimented Chief Emig on the list. He requested him to determine what is useful to incorporate into the department verses what is not. The charter agreement contemplates that. He actually had gone through that and reported that they had not included the unnecessary items so that the list is a very good operating list.
- BISHOP** Mr. Bishop added that one of the most important elements is that the assets exist to fulfill their role in providing public safety to the people of Spring Garden and Springettsbury Township. That does not need to change. The municipal environment is different from regional police. Mr. Bishop was not sure there's a risk needed for protection and may do more harm than good.
- HOVIS** Solicitor Hovis indicated he would not disagree with that and would take whatever direction the Board wanted him to proceed. It is his job to deal with the risks of the pros and cons both ways.
- SCHENCK** Chairman Schenck stated that one of the things the volunteer companies are looking for here is a clear path and direction of how to sort out the mechanics of how things occur, such as payment of funds back to them to maintain the equipment that they own. Spring Garden does maintenance on their trucks to whatever ability they can. Springettsbury farms everything out and gets reimbursed. He did not know where Spring Garden buys their fuel but Springettsbury gets it at the maintenance building. Those types of things are basically unclear as how all that is going to happen in the future.
- HOVIS** Solicitor Hovis suggested an operating policy itemizing the inconsistencies and how everything is to be done.
- ECKERT** Mr. Eckert commented that there are five corporations between Commonwealth and Springetts and Grantley and Victory. There are other corporations. All the equipment is owned by the Relief Association. With regard to insurance, VFIS is paid about \$26,000 a year to them. The concern is what our position is in the utilization of this moving forward in terms of legal entities. Insurance matters will have to be addressed as well.
- HOVIS** Solicitor Hovis asked for direction from the Board as to how to proceed.
- FULLMER** Mr. Fullmer stated that not only in the operational side, but also there are some fundamental differences in who owns title to them. With the organizational structure it would be good to standardize it, but it is not going to happen. It will be difficult to draw up any kind of agreement.

HOVIS Solicitor Hovis stated as an example to identify who owns all the Spring Garden assets. It may be appropriate for Spring Garden to transfer title to the Commission and that would be their capital contributions. He thought it would be necessary to review each one and how they operate in order to at least be comfortable in the future as to how it is going to be run.

FULLMER Mr. Fullmer stated that there is a need to individually formalize and identify the differences. That would not mean changing the differences but identifying them.

BISHOP Mr. Bishop stated that Chief Emig had created the list but he was not sure that the Solicitor should write leases to incorporate it all. He suggested that someone, whether it be an Ad Hoc Committee or a specific group of the Commission, should determine what it all means and whether it can operate this way going forward.

HOVIS Solicitor Hovis indicated he would contact Chief McCoy and Chief Emig and request that they write down for each one what the oral agreements are, how it deals with the purchase of gasoline, maintenance of trucks, etc. and to write down the basic operating agreements they are working from for each entity. That could be coordinated for consistency.

GUMKE Ms. Gumke added that moving forward there will be a need for consistency. She was thinking more about the ownership of the equipment, which she saw as more complicated.

SCHENCK Chairman Schenck stated that he did not think that was a very complicated issue. The Commission knows who owns it and that's not going to change unless there are some of the Spring Garden assets. It would just simply be an acknowledgement paragraph that the equipment is there for the good of the community to provide that service through the United Fire and Rescue and any operational details are spelled out separately.

FULLMER Mr. Fullmer stated that the main purpose is to not hinder the ability of the firefighters to do their job.

SCHENCK Chairman Schenck stated that one specific item that the Commission had decided some time ago was that any direct reimbursements that are going back to any volunteer fire company would come through the Commission. That is a clear direction, as well as a change, for some of the fire companies. It is an item to incorporate in recommendations immediately as one point of direction.

Grants

FULLMER Mr. Fullmer brought forward an additional item under Old Business. He stated he was pleased to have received signed grants from DCED for payment of the Buracker services. The total amount of the grant was \$24,750. Total revenues

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with both Springettsbury Township and Spring Garden's participation were \$49,500.

SCHENCK Chairman Schenck added that the next grant application work was well underway with submission for the operational costs.

MCCOY Chief McCoy responded that they currently are working on the grant for start up costs.

FULLMER Mr. Fullmer added that it will come through the Commission.

13. NEW BUSINESS

There was no New Business for discussion.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:40 p.m.

Respectfully submitted,

John Fullmer
Secretary

ja