

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

**APRIL 15, 2014  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, April 15, 2014 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA

**MEMBERS IN**

**ATTENDANCE:** Bill Schenck, Chairman  
Kathleen Phan  
Cara Beth Zortman  
John Fullmer  
Eric Lehmayer

**MEMBERS NOT**

**IN ATTENDANCE:** Austin Hunt  
George Dvoryak

**ALSO IN**

**ATTENDANCE:** John Holman, Springettsbury Township Manager  
Greg Maust, Spring Garden Township Manager  
Robert McCoy, YAUFR Chief  
Sandy Ratcliffe, YAUFR  
Dan Hoff, YAUFR Battalion Chief  
John Woods, YAUFR Battalion Chief  
Jean Abreght, Stenographer

**1. CALL TO ORDER**

A. Opening Ceremony

1. Pledge of Allegiance

**SCHENCK** Chairman Bill Schenck called the meeting to order and led the Pledge of Allegiance.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**SCHENCK** Chairman Schenck announced that an Executive Session had been held following the last meeting to discuss contract and legal issues. No Executive Sessions had been scheduled for this date.

**3. COMMUNICATION FROM CITIZENS**

There were no public comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Steve Hovis, Solicitor

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

**APRIL 15, 2014  
APPROVED**

**HOVIS** Solicitor Hovis reported that he had completed the draft of the fire building lease between Springettsbury/Spring Garden and the YAUFR Volunteers. The document had been distributed to Chief McCoy, and he and Don Eckert will meet to discuss the agreement on April 16<sup>th</sup> at 10 a.m.

**SCHENCK** Chairman Schenck added that there is no lease agreement with the other three stations, which is significant in that it was on a handshake and past practices. There had never been a problem and it had been a good relationship.

**MCCOY** Chief McCoy stated that this will be the first station where YAUFR actually covers the full expenses.

B. Robert McCoy, Fire Chief

**MCCOY** Chief McCoy had submitted his written report. He had one additional report that he had an opportunity to join Spring Garden Township officials in a meeting with Dr. Gunter-Smith of York College, who asked some good questions and had sparked some good dialogue. They had an opportunity to suggest a new fire station for Grantley several times. Chief McCoy thought she had been receptive to the discussion. He questioned whether it would be appropriate to suggest the YAUFR board attempt another meeting with Dr. Gunter-Smith.

**SCHENCK** Chairman Schenck asked the Spring Garden Commissioners for their comments.

**FULLMER** Mr. Fullmer responded that it had been an excellent meeting. He had brought up discussion regarding YAUFR and also that the police are accredited with reference to the safety of the students, which would send the right message. Additional discussion surrounded the college expanding its curriculum which provided an opportunity to suggest a fire engineering/fire science program. Dr. Gunter-Smith indicated she wanted to take some time to re-evaluate the campus to be sure everything is where they want it, and Ken Martin had some specific ideas of where a fire building/public safety facility could be located.

**MAUST** Mr. Maust mentioned the tax exempt entities, and he had suggested a potential Community Impact Fee which would bring in several hundred dollars per student per semester. He emphasized as well that it is important to know that the area where college students are spending a number of months/years for advanced education be a safe environment.

**SCHENCK** Chairman Schenck commented that suggesting another meeting with YAUFR Commissioners might confuse people with relationships, i.e., two different groups approaching the college for the same station.

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

**APRIL 15, 2014  
APPROVED**

- FULLMER** Mr. Fullmer mentioned that they were attempting to provide a partnership between the township and the college, for more than just YAUFR. He agreed that if the YAUFR board had a separate Meet & Greet session now it might be considered overkill.
- MAUST** Mr. Maust added that Ken Martin is President of the Board of Commissioners in Upper Allen Township where he lives. He does understand YAUFR and how it all fits together.
- SCHENCK** Chairman Schenck added that two York College board members had advised him that they are 100 percent for such a program and that they will work through Ken Martin. Additionally, there is a connection with Chief McCoy.
- MCCOY** Chief McCoy stated that there is still a lot of work to do, such as having discussions with Grantley concerning interest in the their current station and drafting an agreement similar to the one between Springettsbury Township and Springettsbury Township Volunteer Fire Company.
- PHAN** Ms. Phan asked about the Officer Development Class. She asked if the firefighters were working that day how it could be mandatory.
- MCCOY** Chief McCoy responded that if the firefighters were working that day, instead of them being non-committed while the Officer was in class, they were allowed to sit in the training for that day. It was still beneficial to them.
- PHAN** Ms. Phan questioned the mentor program and how firefighters get into the program.
- MCCOY** Chief McCoy responded that the program is open to anyone as well as volunteers. It involves one-on-one meetings of at least two hours a month, and the discussion includes their education, personal and professional development.
- PHAN** Ms. Phan asked Chief McCoy whether goal setting was included in the mentoring program.
- MCCOY** Chief McCoy responded that he normally questions the firefighter where they want to be in the future. He advises what kind of education and/or training would be needed to reach their individual goals, helps them think more about a firefighter career path.

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

**APRIL 15, 2014  
APPROVED**

**PHAN** Ms. Phan asked how Chief McCoy would handle the rotation of Battalion Chiefs if the merger with Manchester takes place. Would there be rotation of the three Battalion Chiefs.

**MCCOY** Chief McCoy responded that the Battalion Chief is Chief for an entire area and they visit every fire house as much as possible within a 24-hour period. There may be a time in the future where two Battalions will be needed, which is where the opportunity of growth comes.

**PHAN** Ms. Phan commented that moving forward there will be promotions from within.

**MCCOY** Chief McCoy responded that she was correct.

**5. ACCOUNTS PAYABLE**

A. Payable Listing as of March 31, 2014

**MR. FULLMER MOVED TO APPROVE THE PAYABLES AS OF MARCH 31, 2014.  
MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**6. BIDS, PROPOSALS & CONTRACTS**

There were none for action.

**7. COMMUNICATION FROM COMMISSIONERS**

There were no Commissioner comments.

**8. COMMITTEE REPORTS**

A. Volunteer Committee

**ECKERT** Don Eckert reported that the bricks for the new fire building are scheduled to be received by April 22 and it is expected that the brick work will be completed in three weeks. Following that the grading around the building will take place. With regard to the inventory of the existing facility and moving, that is targeted for the end of June.

**MCCOY** Chief McCoy mentioned that he had stopped by the new building and noted that the drywall was delivered on the second floor. Temporary doors have been installed for security. Progress is moving fast. The elevator is being delivered the end of April; elevator pit is cleaned out and ready.

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

**APRIL 15, 2014  
APPROVED**

**ECKERT** Don Eckert commented that all the memorabilia was wrapped in bubble wrap and stored in a 29-foot Car-Mate trailer with locks. It is being housed inside the fire station ready to be pulled out and delivered to the new building.

**MCCOY** Chief McCoy noted that the General Contractor is confident that the building will be ready by the third week of June.

**9. RESOLUTIONS AND AGREEMENTS**

A. Resolution No. 2014-01

**HOVIS** Solicitor Hovis reported that the Commonwealth of Pennsylvania adopted certain legislation with compliance provisions in order to track pension plans. The Auditor General is making sure to have specific procedures in place. Resolution 2014-01 is recommended for adoption.

**MCCOY** Chief McCoy noted that he had an item in his report concerning the first state Pension Audit. YAUFR did well but had to pay some money back. The actual recommendation was to add Act 34.

**MS PHAN MOVED FOR RESOLUTION 2014-01. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**10. ACTION ON MINUTES**

A. Approval of Minutes: March 18, 2014 – Fire Commission Meeting

**MS. ZORTMAN MOVED TO APPROVE THE MINUTES OF THE MARCH 18, 2014 MEETING. MS. PHAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. OLD BUSINESS**

There was no Old Business for action.

**12. NEW BUSINESS**

A. Manchester Services Agreement

**MR. FULLMER MOVED TO APPROVE THE OPERATION AGREEMENT BETWEEN YORK AREA UNITED FIRE AND RESCUE AND THE MANCHESTER TOWNSHIP WITH THE ADDITION OF THE JANUARY 1, 2015 MONTHLY FEE OF \$5,000. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

B. Approval - Spring Garden Fire Police Special Event

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

**APRIL 15, 2014  
APPROVED**

**SCHENCK** Chairman Schenck noted that the board needed to authorize activities of the Fire Police outside of their normal area. They have been requested to assist Springfield Township with its Fourth of July Celebration.

**MCCOY** Chief McCoy added that they had been assisting with this event every year.

**MS. ZORTMAN MOVED TO APPROVE THE SPRING GARDEN FIRE POLICE SPECIAL EVENT AS PRESENTED. MR. LEHMAYER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**13. ADJOURNMENT**

**SCHENCK** Chairman Schenck adjourned the meeting at 7:30 p.m.

Respectfully submitted,

*Signature on file at YAUFRR Headquarters*

John Fullmer  
Secretary

ja