

The York Area United Fire and Rescue Commission held a Regular meeting on Tuesday, May 15, 2012 at 7:00 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

**MEMBERS IN**

**ATTENDANCE:** Bill Schenck, Chairman  
Don Bishop  
John Fullmer  
Richard Guyer

**MEMBERS NOT**

**IN ATTENDANCE:** Austin Hunt, Vice Chairman  
Cara Beth Zortman

**ALSO IN**

**ATTENDANCE:** John Holman, Springettsbury Township Manager  
Greg Maust, Spring Garden Township Manager  
Steve Hovis, Solicitor  
Robert McCoy, YAUFRC Chief  
John Woods, YAUFRC  
Dan Hoff, YAUFRC  
Don Eckert, YAUFVFC  
Jean Abreght, 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. He reported that neither Austin Hunt nor Cara Beth Zortman would not be present this date; however, a Quorum was present

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**SCHENCK** Chairman Schenck announced that there had been an Executive Session following the April 17<sup>th</sup> meeting to discuss potential union negotiations and one was scheduled for this date regarding personnel.

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Steve Hovis, Solicitor

- HOVIS** Solicitor Hovis reported that he and Chief McCoy discussed the adoption of the 2009 International Fire Code. Chief McCoy suggested that both Springettsbury and Spring Garden Townships should adopt the same fire code, and have YAUFRR enforce it. The Commission should determine a recommendation requesting both municipalities to adopt the 2009 International Fire Code in order to be uniform.
- FULLMER** Mr. Fullmer asked whether there are differences between the existing codes.
- MCCOY** Chief McCoy responded that the codes had been updated. He thought the Spring Garden ordinance currently referred back to the BOCA Code, and Springettsbury referred to the 2003 Code and there had been three possible revisions since they were adopted. YAUFRR uses the 2009 IFC at this time.
- SCHENCK** Chairman Schenck commented that he favored standardization; however, he wanted to be sure of the content.
- HOVIS** Solicitor Hovis suggested that he and Chief McCoy make a presentation at the next meeting to provide an overview of the 2009 version, as well as the revisions to previous codes.
- MCCOY** Chief McCoy reminded the board of Captain Hovis' presentation about a year ago. There are existing templates with many of the updates. He stated they would bring that subject back next month.
- SCHENCK** Chairman Schenck questioned why he thought the state Building Code referenced the fire code.
- MCCOY** Chief McCoy responded that it does; however, the township codes still need to be updated.
- HOVIS** Solicitor Hovis added that it is shown under Appendix B of the Fire Code, and the Uniform Construction Code does not adopt the entire Fire Code.
- GUYER** Mr. Guyer commented that board members could report back to their respective boards that the subject will be discussed at the next YAUFRR meeting.
- B. Robert McCoy, Fire Chief
- MCCOY** Chief McCoy stated he had nothing to add to his written report. He offered to respond to questions.
- FULLMER** Mr. Fullmer noted that the insurance refund was a pleasant surprise.
- MCCOY** Chief McCoy agreed but indicated the first quarter results are not as pleasant.
- HOLMAN** Mr. Holman added that the first half of the year generally results in a lower number. By the third quarter there will be a strong number. The claim fund grows through the year each month.

**5. ACCOUNTS PAYABLE**

- A. Payable Listing as of April 30, 2012

**MR. FULLMER MOVED TO APPROVE THE PAYABLE LISTING OF APRIL 30, 2012.  
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** Mr. Eckert reminded the board of the Volunteer Committee's Community Appreciation Day on Saturday, June 16<sup>th</sup> beginning at 10 a.m. until 2 p.m. at Station 89.1, 3013 East Market Street. This function is to thank all the residents and individuals of the community for participation and donations to the Volunteer Fire Company fund drive during 2011. Fire equipment will be on display, as well as fire police equipment, ambulances, a smoke house, and the opportunity for young people to learn how to use a fire extinguisher. There will be handouts, educational pieces and a food concession.

- B. Building Committee

**ECKERT** Mr. Eckert noted that he had previously reported to the board that settlement of the purchase of the lot had taken place on April 24, 2012. He clarified that the property was referred both as Lot 3 and Lot 17. The reference is for the same piece of property on Commons Drive that will run from Market Street back to Eastern Boulevard. Mr. Eckert stated that he and Chief McCoy met with the architectural engineer and developed a footprint and a tentative layout of the structure, all of which was delivered to Mr. Holman for his review and return to the engineer to proceed.

**FULLMER** Mr. Fullmer extended his congratulations.

**9. RESOLUTIONS AND AGREEMENTS**

There were none for action.

**10. ACTION ON MINUTES**

- A. Approval of Minutes: April 17, 2012 – Fire Commission Meeting

**MR. BISHOP MOVED TO APPROVE THE MINUTES OF THE APRIL 17, 2012 FIRE COMMISSION MEETING. MOTION CARRIED. MR. FULLMER ABSTAINED AS HE WAS NOT PRESENT.**

**11. OLD BUSINESS**

A. Administrative Position Update

**MCCOY** Chief McCoy had provided the board with documentation following his recent meeting with Stambaugh Ness. A productive discussion was held with their firm in which he presented three options of administrative functions: Financial direction, HR and CFO services. Stambaugh Ness had presented a draft proposal, which divided the services with an annual investment. Human Resources and CFO services were a per hour charge as needed. The financial system was dependent upon YAUFRR's future need. The MUNIS system option involved giving an outside contractor access; also hosting the financial system in the Cloud, which would present its own difficulties. It was determined that there was not enough need to hire a financial person. With both finance and HR there might be enough work for 40 hours but not quite. The current IT service with Springettsbury currently is satisfactory. Chief McCoy concluded that the exercise in meeting with Stambaugh Ness brought up many questions. The goal was to determine what could be done with potential growth of YAUFRR. He noted that he had several individual's names to contact for part-time CFO services.

**SCHENCK** Chairman Schenck thanked Chief McCoy for his report and encouraged him to keep working on the project.

**MCCOY** Chief McCoy requested that the board members provide any potential names for him to contact for potential part-time CFO.

**12. NEW BUSINESS**

There was none for discussion.

**13. ADJOURNMENT**

**SCHENCK** Chairman Schenck reminded everyone of the Executive Session scheduled following adjournment. He adjourned the meeting at 7:16 p.m.

Respectfully submitted,

(Signature on file at YAUFRR Headquarters)

John Fullmer  
Secretary

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