

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

**JUNE 15, 2010  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, June 15, 2010 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  
John Fullmer, Secretary/Treasurer  
Don Bishop, Springettsbury  
George Dvoryak, Springettsbury  
Tom Warman, Spring Garden  
Richard Guyer, Spring Garden

**ALSO IN**

**ATTENDANCE:** John Holman, Springettsbury Township Manager  
Greg Maust, Spring Garden Township Manager  
Steve Hovis, Solicitor  
Bob McCoy, Chief, YAUFR  
Dan Hoff, Battalion Chief, YAUFR  
Sandra Ratcliffe, Finance Officer, Assistant Treasurer, YAUFR  
Linda Bayman, Administrative Assistant, YAUFR  
Don Eckert, YAUVFC  
Tom Stees, YAUFR  
Les Adams, Consultant  
DCED Representatives  
Other Municipal Representatives  
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 welcomed the attendees and led the Pledge of Allegiance.

2. Presentation – Two Year Review

**SCHENCK** Chairman Schenck stated that the YAUFR Commission was very thrilled to provide a two year review of the progress since it became operational. He acknowledged a number of distinguished guests from Manchester and York Township, DCED, and Consultant Les Adams. He thanked everyone for coming. He announced that the presentation would be first on the agenda, and they would be open to respond to any questions or

discussion following the presentation. He turned the meeting over to Chief Bob McCoy.

**MCCOY** Chief McCoy welcomed everyone. He noted that for all the guests, one item that had become part of the regular Commission meetings during the year was to provide a presentation on various fire service matters. It was determined that the timing was appropriate for a review of the first two years of operation. Chief McCoy presented a PowerPoint review, the content which was made part of these minutes. The presentation included the objective, history, benefits, administration, apparatus, grants, volunteers, labor relations and results.

**SCHENCK** Chairman Schenck responded that the presentation provided great information for the Commission. They also wanted to present the information to the public to see the progress. He offered to respond to any questions, reactions and/or concerns.

**HUNT** Mr. Hunt commented that Chief McCoy had done a great job with the presentation.

**GUYER** Mr. Guyer echoed Mr. Hunt's comments.

**SCHENCK** Chairman Schenck commented that he was aware some of the guests had come out of their way to see the presentation. He asked whether it was the type of information they expected, and whether there would be additional information YAUFRR could provide. He added that Chief McCoy would be glad to respond in the future if questions arose. He indicated that the Chief had done an outstanding job of delivering the goals of the Commission, for which he extended his thanks to him.

**D'OTTAVIO** Rita D'Ottavio, Manchester Township Supervisor, stated the presentation was exactly what she expected. She had been following the information over the two-year period and knew that this presentation was to occur. She noted that it was an excellent presentation.

**SCHENCK** Chairman Schenck thanked her for her comments. He indicated that it was not necessary to have any lengthy discussion. He personally acknowledged the DCED representative, who was present in the audience. He thanked DCED for their assistance.

**SMITH** Mrs. Toni Smith, City of York Councilwoman stated that she had always thought that regionalization would be important for the City of York. She commented on the large budget issues with police and fire within the City. She encouraged the municipalities to come together and asked what the Commission would need from the City to work together.

**SCHENCK** Chairman Schenck responded that when the original Charter Agreement was created, the whole discussion around creating a regional fire department was to create something that was expandable. One could not live in York County and not think of York City. He was aware that the Consultant, Les Adams, was actually working with the City. He had done the original YAUFRR work, and much of the data pointed to York City and some of the opportunities there. The demographics of the two original townships showed redundant services in the area. Firefighting is a unique entity, which must be available. Personally he thought the opportunity was huge and that the City has an opportunity to really leverage this up for the benefit of the entire metro area.

**SMITH** Mrs. Smith responded that they would do whatever is necessary to move forward with discussions.

**SCHENCK** Chairman Schenck thanked everyone for their comments and noted that the guests were welcomed to stay for the rest of the meeting.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**SCHENCK** Chairman Schenck announced that an Executive Session was held following the May meeting to discuss labor issues and no additional meeting was planned 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 stated he had nothing further to add.

**HUNT** Mr. Hunt commented that the presentation was very well done with just the right mix of detail and brevity.

**WARMAN** Mr. Warman asked whether there were any updates on the lug nuts coming off the one plumper. He noted that eight lug nuts had come off.

**MCCOY** Chief McCoy responded that they have the pumper back. The report was that usually they prime between the rear wheels, and they were actually

painted in between. The expansion may have caused the lug nuts issue.  
          They are continuing to review the issues.

**WARMAN**   Mr. Warman noted that it was good that it was caught.

**MCCOY**     Chief McCoy responded that he requested further explanation from Pierce.

**5.     ACCOUNTS PAYABLE**

A.     Payable Listing as of May 31, 2010

**MR. HUNT MOVED TO APPROVE PAYABLE LISTING AS OF MAY 31, 2010.  
MR. WARMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**6.     BIDS, PROPOSALS & CONTRACTS**

          There were none for action.

**7.     COMMUNICATION FROM COMMISSIONERS**

          There were no Commissioner communications.

**8.     COMMITTEE REPORTS**

A.     Volunteer Committee

**ECKERT**    Mr. Eckert reported that two Building Committee meetings had been held. They met with a design and construction contractor with excellent input/discussion. He and Chief McCoy will continue discussions to finalize a list of requirements for a headquarters station, along with some preliminary plans and budget work. He expected to finalize YAUFR's requirements and respond to a Letter of Intent. They had made contact with a potential owner of the property.

**SCHENCK**  Chairman Schenck thanked Mr. Eckert for his report. He noted that the Volunteer report overlapped a Building Committee report. Chairman Schenck commented about the fact that the Relief boards were changing and that there was much better activity. He noted that the Relief boards are serving in the way that they should with their mission, which is to serve firefighter and fire police safety. That change had been effective. He applauded them for their efforts. He encouraged them to keep working to see if there is a possibility of bringing the two together, to bring that same level of activity to the whole organization.

**ECKERT**    Mr. Eckert responded that since there had been changes with officers at the end of the year, along with a different understanding of their purpose,

which was not properly managed previously, they had seen great improvements there. They hope with that and with the other organizational improvement to be able to sit down and come together with a beneficial result.

**10. ACTION ON MINUTES**

A. Approval of Minutes: May 18, 2010, Fire Commission Meeting

**MR. HUNT MOVED TO APPROVE MINUTES OF THE MAY 18, 2010 MINUTES AS SUBMITTED. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. OLD BUSINESS**

There was no Old Business for discussion.

**12. NEW BUSINESS**

- A. Request Approval of YAUFRR Temporary Full Time Job Description
- B. Request Approval of YAUFRR Temporary Part Time Job Description

**SCHENCK** Chairman Schenck noted two job descriptions, temporary full-time, temporary part-time.

**MCCOY** Chief McCoy reported that both job descriptions were in place with Springettsbury Fire Department and had been reviewed by the personnel attorney. The employees are now YAUFRR employees who can work in all four stations. They were previously approved by the labor attorneys basically just to change the name.

**SCHENCK** Chairman Schenck added that this provides the ability to hire non-union, temporary people.

**HUNT** Mr. Hunt commented that he was surprised that the temporary full-time reports to the Fire Chief and temporary part-time reports the Battalion Chief. He asked why there was a difference.

**MCCOY** Chief McCoy responded that the temporary full-time position is very close to a full-time employee. A temporary part-time employee has a limited number of hours. Because the Battalion Chief creates the schedule, they will deal directly with him. Temporary full-time employees are assigned to a shift.

**MR. BISHOP MOVED TO APPROVE TWO JOB DESCRIPTIONS LISTED AS ITEMS A AND B ON THE AGENDA. MR. FULLMER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

C. Acknowledge receipt of 2009 YAUFR Audit

**MCCOY** Chief McCoy requested the addition of item C to acknowledge receipt of the 2009 YAUFR Audit report.

**MR. BISHOP MOVED TO ACKNOWLEDGE RECEIPT OF THE 2009 YAUFR AUDIT. MR. WARMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

D. 2011 Budget.

**MCCOY** Chief McCoy brought forward the need to schedule some work sessions to begin the 2011 budget work. He noted that he and his staff will begin putting documentation together in July. He suggested scheduling the sessions at 7 a.m. in his office on a Friday, Tuesday and Friday.

**WARMAN** Mr. Warman commented that they would be public meetings and a schedule would have to be authorized for advertisement.

**BISHOP** Mr. Bishop indicated that the Commission should be clear on the dates before advertising.

**HOVIS** Solicitor Hovis added that advertisement does not have to be done until August 10<sup>th</sup> and action could be held until the July meeting with confirmed dates.

**Consensus of the Commission was to email Chief McCoy with conflicts and open dates.**

**MCCOY** Chief McCoy reported that the subject for July will be on training, and Captain VanPelt will be making the presentation.

**HUNT** Mr. Hunt commented that Les Adams was present and asked whether there were any pending items for discussion with him. He noted the draft reports, which had been provided to the Commission for review.

**MCCOY** Chief McCoy responded that he was focusing on the Manchester report first based on some of the issues that had surfaced. He noted that he was comfortable with the content to be able to provide something for the township supervisors with the steps that need to be taken. They had been working on the order. Les is still working in the area and will continue to have discussions with him. They are focusing on one of the three plans.

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**HUNT** Mr. Hunt suggested that the item be placed on the agenda for July in order to review and comment.

**WARMAN** Mr. Warman indicated that the Commission would not need to officially approve that document.

**HUNT** Mr. Hunt stated that they had been invited to give comment and he did not think that had formally happened.

**SCHENCK** Chairman Schenck suggested that it should be a discussion item. He adjourned the meeting at 7:55 p.m.

Respectfully submitted,

John Fullmer  
Secretary

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