

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

**JUNE 21, 2011  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular meeting on Tuesday, June 21, 2011 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

**MEMBERS IN**

**ATTENDANCE:** Bill Schenck, Chairman  
John Fullmer  
Don Bishop  
Austin Hunt  
Tom Warman

**ALSO IN**

**ATTENDANCE:** Bob McCoy, YAUFR Chief  
Dan Hoff, Battalion Chief  
Sandy Ratcliff, YAUFR  
Steve Hovis, Solicitor  
John Holman, Springettsbury Township Manager  
Greg Maust, Spring Garden Township Manager  
Don Eckert, YAUVFC (arrived 7:30 p.m.)  
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.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**SCHENCK** Chairman Schenck announced that an Executive Session had been held just prior to the meeting this date to discuss personnel issues and grievances. No additional Executive Sessions had been planned.

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Steve Hovis, Solicitor

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

B. Robert McCoy, Fire Chief

**MCCOY** Chief McCoy indicated he had two items for discussion. He advised the board that the Public Education Unit was in the parking lot for them to see. It had been put in service a month ago, and had been purchased for about \$500 under budget. All the lettering and all the work was donated. He stated that it will be a valuable unit for community outreach.

Chief McCoy indicated that he wanted to discuss matters surrounding the 2002 ladder truck. His points are summarized:

- Truck had been specifically designed with an airbag suspension system to fit into Springetts Firehouse. Continual maintenance on the suspension system resulted in approximately 30% of the apparatus maintenance budget.
- Budget preparation – Potential for a Capital item in the budget. If either township plans a long-term borrowing a ladder truck purchase could be coordinated.
- Chief McCoy stated he planned to tie that into the AFG grant (Assistance to Firefighters Grant) application for a 10% match. He planned to discuss it with both township Managers.

**HUNT** Mr. Hunt asked what percentage of cylinders in the fleet is close to being replaced.

**MCCOY** Chief McCoy responded that it was close to 80 to 85 percent. He reported that Battalion Chief Woods had been placed in charge of the merged slate of cylinders. He will scale down the number that actually will be needed. There should be a spare for every SCBA pack on the fire truck. He added that the cylinders are owned by Relief, and they will not be replaced by Relief as they have no volunteers participating to date. A final number will be determined.

**BISHOP** Mr. Bishop asked whether the analysis of the ladder truck had been completed.

**MCCOY** Chief McCoy responded that the green ladder truck definitely will be sold. The 2002 is the front-line piece and is used for a considerable amount of mutual aid calls. The suspension system is constantly in need of maintenance.

**BISHOP** Mr. Bishop questioned whether the truck is at the end of its useful life.

**MCCOY** Chief McCoy responded that the ladder truck replacement was included in the Capital plan for 2012/2013.

**HUNT** Mr. Hunt suggested the use of a conventional front axle to eliminate constant maintenance issues.

**MCCOY** Chief McCoy commented that the firehouse issues would remain marginal. He added that the overall decision would be whether to replace it or continue to maintain it. The sale would provide a portion of funds toward the purchase of a new one.

**BISHOP** Mr. Bishop asked Chief McCoy to provide a financial analysis with several scenarios in order for the board to make a decision to sell or maintain the truck. Money will drive the decision and provide the Chief what he needs to operate.

**MCCOY** Chief McCoy responded that he was in the process of putting a cost analysis together. He had not expected a decision this date, but rather just wanted to advise the board of potential discussions during budget time.

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**HUNT** Mr. Hunt requested two specific piece of information as part of the budget packet. He would like to see a budgetary quote on replacing the front axle with a conventional axle, and also the figure of how much is spent per year in re-adjusting the airbags.

**5. ACCOUNTS PAYABLE**

A. Payable Listing as of May 31, 2011

**MR. HUNT MOVED TO APPROVE ACCOUNTS PAYABLE LISTING OF MAY 31, 2011. 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

B. Building Committee

**SCHENCK** Chairman Schenck reported that Don Eckert had called and reported that he was on a Fire Police scene and would not attend the meeting. He reported that he continues to work with the sellers for the proposed sale of the land for the new firehouse and that Solicitor Hovis made an inquiry there to assist in the process.

**HOLMAN** Mr. Holman noted that he had heard nothing from the seller.

**9. RESOLUTIONS AND AGREEMENTS**

There were none for action.

**10. ACTION ON MINUTES**

A. Approval of Minutes: May 31, 2011 – Fire Commission Meeting

**BISHOP** Mr. Bishop commented on the bullet points on page 2 and added the words “among board members”. An additional bullet point was removed.

**MR. WARMAN MOVED TO APPROVE THE MINUTES OF MAY 31, 2011 AS AMENDED. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. OLD BUSINESS**

**BISHOP** Mr. Bishop again brought forward the subject of the potential for Manchester Township to join YAUF.

An additional lengthy discussion among board members took place which is summarized:

- Board is responsible to provide Chief McCoy with better tools to have merger discussions.
- Committee suggested for focus on identifying issues and funding formula options.
- Charter Agreement indicates percentage of budget or call volume. Smaller municipalities will need another option. Need to have existing municipalities agree to a third option.
- Apportionment between Springettsbury and Spring Garden to be maintained.
- Existing union contracts can be honored or can be a negotiable item.
- Potential to search for an outside consultant to move to the next level; provide specific boundaries on items of performance. Existing management support will be useful.
- Original merger experience and on-going operation is invaluable.
- Structure a Committee to confront the issues and place on monthly agenda with action plans.

**SCHENCK** Chairman Schenck suggested that, as an initial effort, a work session might be productive just prior to the monthly meeting. He added that at some point it might be necessary to set aside a two or three-hour session.

**HOVIS** Solicitor Hovis noted that by starting the session at 6:30 p.m. the third Tuesday would avoid the need to advertise and remain legal under the Sunshine Law.

**FULLMER** Mr. Fullmer indicated that there should be a leader and an agenda to cover what is needed during that 30-minute work session.

**SCHENCK** Chairman Schenck agreed and suggested that a summary of the issues be put together.

## **12. NEW BUSINESS**

**SCHENCK** Chairman Schenck noted that Don Eckert had arrived at the meeting. He advised Mr. Eckert of what he had previously reported with regard to negotiations.

**ECKERT** Mr. Eckert responded that there was nothing new to report.

**FULLMER** Mr. Fullmer asked whether the board should discuss the grievance issues.

**SCHENCK** Chairman Schenck agreed and reported that the board had met in Executive Session earlier this date to discuss the grievance hearing held during the May 31<sup>st</sup> meeting. He stated that the official decision needed to be made during the meeting this date.

**MR. FULLMER MOVED WITH REGARD TO THE TWO GRIEVANCES THAT WERE  
HEARD BE DENIED. MR. WARMAN WAS SECOND.**

**SCHENCK** Chairman Schenck wanted to be clear on how the decision will be formally communicated.

**HOVIS** Solicitor Hovis responded that the motion should include directing the Solicitor to prepare the appropriate decisions to be then forwarded to both parties and to Dave Eckman on behalf of YAUFR.

**MR. FULLMER AMENDED HIS MOTION TO DIRECT THE SOLICITOR TO PREPARE THE APPROPRIATE DECISIONS TO BE FORWARDED TO BOTH PARTIES AND TO DAVE ECKMAN ON BEHALF OF YAUFR. MR. WARMAN SECONDED THE AMENDMENT. MOTION UNANIMOUSLY CARRIED.**

**13. NEW BUSINESS**

**A. Approval – Establishment of Capital Reserve Bank Account**

**MCCOY** Chief McCoy reported that the Auditor had recommended, based on policy, that a Capital Reserve fund be set up to separate the money. Ms. Ratcliffe had researched different interest rates and the best option was from Susquehanna Bank for .8%.

**HOVIS** Solicitor Hovis noted the Chief's comments, which indicated that money could be withdrawn or added every seven days without penalty.

**HUNT** Mr. Hunt asked how long the money would be in the fund and whether there were any large purchases planned.

**MCCOY** Chief McCoy responded that the only purchases would be for the SCBA cylinders and possibly hoses.

**MR. WARMAN MOVED TO ESTABLISH A CAPITAL RESERVE BANK ACCOUNT AT SUSQUEHANNA BANK. MR. BISHOP WAS SECOND.**

**BISHOP** Mr. Bishop stated that he was unclear as to the reason that the Auditor recommended a separate account. He noted that the policy discussed a separate fund but not necessarily an account. He wondered whether having a separate account would just keep it cleaner.

**FULLMER** Mr. Fullmer responded that from an accounting standpoint there can be co-mingled funds but separate accounts under the records. He had understood the Auditor's comments to be that records were being kept separate from an accounting standpoint, but they want a separate bank account. It related to the use of the funds and segregating that use for separate capital purchases.

**MOTION UNANIMOUSLY CARRIED.**

**B. Acknowledge Receipt of 2010 Audit**

**SCHENCK** Chairman Schenck acknowledged for the record that the 2010 Audit report had been received as of May 31, 2011.

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**14. ADJOURNMENT**

**SCHENCK** Chairman Schenck adjourned the meeting at 7:45 p.m.

Respectfully submitted,

John Fullmer  
Secretary

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