

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

**JULY 16, 2013
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, July 16, 2013 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Austin Hunt, Vice Chairman
Don Bishop
Cara Beth Zortman
Richard Guyer

MEMBERS NOT

IN ATTENDANCE: Bill Schenck, Chairman
George Dvoryak
John Fullmer

ALSO IN

ATTENDANCE: Robert McCoy, YAUFRR Chief
Brooke Say, Solicitor
Sandra Ratcliffe, YAUFRR
Sue Sipe, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

HUNT Vice Chairman Hunt called the meeting to order and led the Pledge of Allegiance. He reported that Chairman Schenck would not be attending, since he was delayed at the airport.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

HUNT Vice Chairman Hunt reported that indicated a brief executive session was held after the June 25 meeting to discuss a labor issue. Chief McCoy requested an executive session following this meeting to discuss legal issues.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

SAY Solicitor Say indicated she was filling in for Solicitor Hovis and indicated there was no report. Ms. Say indicated that Mr. Hovis spoke to Chief McCoy earlier in the week.

B. Robert McCoy, Fire Chief

MCCOY Chief McCoy had provided a written report and offered to respond to any questions.

HUNT Acting Chairman Hunt asked if a response letter was drafted and/or accepted for the grievance.

MCCOY Chief McCoy responded that it was drafted.

HUNT Mr. Hunt announced that the Fire Department has completed 100% of visits for the smoke detector project, PRIDE. Under the PRIDE program a goal was set to visit all residents in the region, offering smoke alarms and smoke alarm batteries. Mr. Hunt stated a total of 12,116 privately owned residences were visited which reflects 100% of the covered population. They distributed 513 smoke alarms and 191 smoke alarm batteries.

MCCOY Chief McCoy stated the crews invested many hours into the project and recognized them for their great accomplishment.

5. ACCOUNTS PAYABLE

A. Payable Listing as of June 30, 2013

HUNT Vice Chairman Hunt questioned how to interpret the financials for the reserve fund.

RATCLIFFE Ms. Ratcliffe indicated the balance reserve for fixed assets was the balance as of the end of last year. She noted two vehicles were sold this year which added another \$20,000. The \$56,000 is from the balance last year and part of the

revenue controlling has not been broken out. She stated it will be increased at the end of this year.

HUNT Vice Chairman Hunt noted that Chief McCoy mentioned the increase in workers comp costs may necessitate going over budget and drawing from the fund reserve. He asked how to project if it becomes necessary.

RATCLIFFE Ms. Ratcliffe reported that will come out of the reserve fund balance. She also noted extra revenue was received to offset it.

MCCOY Chief McCoy stated if it became necessary he would add it at the beginning of the year since it is not a budgeted item. He also noted a donation was received to help offset the volunteer side.

MS. ZORTMAN MOVED TO APPROVE THE ACCOUNTS PAYABLE LISTING AS OF JUNE 30, 2013. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS & CONTRACTS

There were none for action.

7. COMMUNICATION FROM COMMISSIONERS

There were no comments from Commissioners.

8. COMMITTEE REPORTS

A. Volunteer Committee

ECKERT Mr. Eckert reported on the ground breaking ceremony for the location of the new fire station, which was very well attended. He noted there is a contractor meeting tomorrow at Buchart-Horn / BASCO. They are anticipating starting work on the site by the end of this week.

9. RESOLUTIONS AND AGREEMENTS

There were none for action.

10. ACTION ON MINUTES

A. Approval of Minutes: June 25, 2013 – Fire Commission Meeting

MR. BISHOP MOVED FOR APPROVAL OF THE JUNE 25, 2013 FIRE COMMISSION MEETING MINUTES AS AMENDED. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

11. OLD BUSINESS

There was none for action.

12. NEW BUSINESS

A. Acknowledge Receipt of 2012 Audit Report

MCCOY Chief McCoy noted that the audit report needed to be formally accepted.

MR. BISHOP MOVED TO ACKNOWLEDGE RECEIPT OF THE 2012 AUDIT REPORT. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

MCCOY Chief McCoy indicated he received an engagement letter from Vijay Kapoor, with the PFM Group for the upcoming contract negotiations. He recommended approval of the monies within the budget.

MS. ZORTMAN MOVED TO AUTHORIZE ACCEPTANCE OF THE ENGAGEMENT LETTER WITH PFM GROUP. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

13. ADJOURNMENT

HUNT Vice Chairman Hunt adjourned the meeting at 7:15 p.m.

Respectfully submitted,

Signature on file at YAUFRR Headquarters

John Fullmer
Secretary

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