

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

**JULY 17, 2012  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, July 17, 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

**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, YAUFRR Chief  
John Woods, YAUFRR  
Jay VanPelt, YAUFRR  
Dan Hoff, YAUFRR  
Sandra Ratcliffe, YAUFRR  
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. He led the Pledge of Allegiance.

**SCHENCK** Chairman Schenck noted that a Quorum was present. However, both Mr. Hunt and Ms. Zortman were unable to attend due to a conflict in their schedules.

**2. Special Presentation**

**SCHENCK** Chairman Schenck indicated that Tom Stees was in attendance to make a presentation.

**STEEs** Tom Stees noted that Jane Matthews, a representative of the American Red Cross, was present and asked her to step forward. He reported that Victory annually participates in numerous Fire Hurts fundraisers and through the Bingo games, they were able to produce about \$3,000. He presented a contribution of \$8,000

dollars for the Fire Hurts Campaign to the Red Cross. Mr. Stees commented that Victory was happy to be able to obtain the money through Bingo funding.

**MATTHEWS** Ms. Matthews thanked Victory and Mr. Stees for the contribution. She stated that all of their money comes from donated dollars, which help fire victim families. They average between \$500 and \$700 per family, and they really appreciate the gift. The Fire Hurts campaign is run on an annual basis, which helps support their activities all year. They will continue their feeding activity, which is somewhat unique to York County, to assist all the emergency personnel. She noted they are glad to be able to help.

**SCHENCK** Chairman Schenck thanked Mr. Stees and the Victory volunteers for a very generous donation.

**STEEES** Mr. Stees responded that as long as the community supported the Bingo games, they will continue to support worthy causes.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**SCHENCK** Chairman Schenck announced that there had been no Executive Sessions since the last meeting, and none had been scheduled for this date.

**3. COMMUNICATION FROM CITIZENS**

There were no citizen communications.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Steve Hovis, Solicitor

**HOVIS** Solicitor Hovis stated that he had provided the board with a memorandum on the pension plan information during the June meeting. He was searching for guidance to move forward.

**SCHENCK** Chairman Schenck noted that he had experience in the scenario with Springettsbury for 18 years. A logical and effective step would be that the commission members would be on the pension board along with two firefighters. He could not think of any reason why that model needed to change. He asked for other board members' comments.

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- HOVIS** Solicitor Hovis pointed out one issue concerning the Chief Administrative Officer and whether that would be the Chief or the Commission Chair. Administratively the Chief would be the more appropriate person.
- MCCOY** Chief McCoy responded that he would be happy to do that because he could work with Mr. Holman on the transition.
- SCHENCK** Chairman Schenck agreed with that direction.
- HOVIS** Solicitor Hovis noted one other outstanding issue, which concerning the plan language in that the Secretary of the board shall be the appointed Manager of the employer, which had been Springettsbury Township in the past. The plan would be amended to clarify who would be the Secretary of the Pension Board. The current Secretary of the Commission could be assigned Secretary of the Pension Board. He requested direction.
- MCCOY** Chief McCoy responded that the current Secretary is Mr. Fullmer, and Chief McCoy is his assistant.
- SCHENCK** Chairman Schenck noted that it might be valuable to name an Assistant Secretary.
- FULLMER** Mr. Fullmer agreed inasmuch as he works in Harrisburg, and if a quick signature were needed, it would expedite any issues.
- HOVIS** Solicitor Hovis stated that, having that direction, he would bring documentation to be executed and approved by the Commission for the August meeting.
- SCHENCK** Chairman Schenck stated that a decision can then be made as to how often the pension board should meet, whether it's quarterly or twice a year.
- HOVIS** Solicitor Hovis stated that there is a fundamental obligation under the pension plan to meet twice a year. Meetings had been held four times a year consistent with the disbursement of funds for the quarterly statements.
- BISHOP** Mr. Bishop commented that quarterly meetings had been scheduled in response to some perceived problems with the investments; however, that had been solved long ago.

**HOVIS** Solicitor Hovis stated that it could remain at the minimum amount, and if necessary, additional meetings could be scheduled.

**SCHENCK** Chairman Schenck agreed with the minimum number of meetings.

**BISHOP** Mr. Bishop commented that because of the structure, those meetings could be called for an hour prior to the regular meeting.

**HOVIS** Solicitor Hovis noted that he had the direction he needed.

**B. Robert McCoy Fire Chief**

**MCCOY** Chief McCoy had provided his monthly report in which he mentioned an event held in Gettysburg where Grantley had requested Workers Compensation coverage. He had given them an initial approval; however, he wanted additional board approval.

**MR. FULLMER MOVED TO AUTHORIZE PARTICIPATION IN THE GETTYSBURG EVENT TO ALLOW FOR POTENTIAL WORKER'S COMPENSATION INSURANCE COVERAGE. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**FULLMER** Mr. Fullmer asked for an estimate of cost for the proposed order of a pumper for 2013.

**MCCOY** Chief McCoy responded that they hoped to be around \$400,000. He planned to present that during the budget process based on the audit report and the fund balance. It had been approved in the Capital Budget last year for 2013, and it is being proposed at this time. Battalion Chief Woods will provide some specifications drawn up for the budget workshops. Chief McCoy added that the pumper they are looking at would be funded by YAUFRR with no request to the municipalities.

**BISHOP** Mr. Bishop questioned whether the price was less than the previous purchase.

**MCCOY** Chief McCoy responded that they planned to go even smaller and more streamlined, as well as looking at different vendors.

**5. ACCOUNTS PAYABLE**

**A. Payable Listing as of June 30, 2012**

**MR. BISHOP MOVED TO APPROVE THE PAYABLES. MR. FULLMER WAS SECOND. MOTION UNANIMOUSLY CARRIED. .**

**6. BIDS, PROPOSALS & CONTRACTS**

There were none for action.

**7. COMMUNICATION FROM COMMISSIONERS**

**FULLMER** Mr. Fullmer reported that Tom Warman, a previous Commissioner, had back surgery this date. He had not received any reports of his condition, but he wanted to advise everyone.

**8. COMMITTEE REPORTS**

**A. Volunteer Committee**

**ECKERT** Don Eckert stated that there was not much to report as far as the Volunteers were concerned. However, he stated that the weeds had been mowed on the newly-purchased lot. In addition, he spent some time with the Tax Collector, as well as in the Assessment office attempting to correct some taxation issues. He had received a school tax invoice for \$7,059.39 for the lot; however, they filed an exemption on the statutes in April. He reported that the engineering is continuing on the facility.

**SCHENCK** Chairman Schenck asked him how close he was to where he could start showing floor plans and elevations.

**ECKERT** Mr. Eckert responded that they were very close and he was aware of the interest that was developing. He will be discussing that with the architect.

**MCCOY** Chief McCoy asked whether there was interest in unveiling that at the Commission meetings.

**SCHENCK** Chairman Schenck noted that would be something worthwhile having during a Commission meeting and also during a Springettsbury Township Supervisor's meeting.

**MCCOY** Chief McCoy noted that would be where it should start.

**SCHENCK** Chairman Schenck noted the Supervisors would appreciate that courtesy.

**9. RESOLUTIONS AND AGREEMENTS**

There were no resolutions or agreements for action.

**10. ACTION ON MINUTES**

A. Approval of Minutes: June 19, 2012 – Fire Commission Meeting

**MR. FULLMER MOVED TO APPROVE THE MINUTES OF THE JUNE 19, 2012 FIRE COMMISSION MEETING. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. OLD BUSINESS**

A. Administrative Position Update

**SCHENCK** Chairman Schenck stated that Chief McCoy had provided an update on the administrative position. Some questions had come forth, along with some responses, and it is unsure whether the board knows what they want.

**BISHOP** Mr. Bishop commented that he was absolutely sure that was the case.

**SCHENCK** Chairman Schenck stated that, because of the uncertainty, Chief McCoy was struggling as well. He was sure it couldn't be solved immediately.

**MCCOY** Chief McCoy reported that he and his staff had struggled just to get return phone calls from the companies. They had finally heard back from Avanta's CFO, who advised that the people who put proposals together were on vacation. Other than the first vendor, they had not received prices. They hoped to have something ready for the budget workshops in order to formulate a plan. They are going to continue unless they get clarification from the board to continue looking at it from a financial perspective with the possibility of HR and CFO on an as-needed basis.

**SCHENCK** Chairman Schenck commented that Chief McCoy had mentioned that the services received from Vijay could be regarded as the potential assistance that is needed and that perhaps it is available and YAUFRR is not using it. He added that they are very expensive.

- BISHOP** Mr. Bishop stated that there might be a way to couple that together with what is ultimately needed. He commented on their incredible skills. He suggested that there could be a combination of Vijay and a college student and average them together.
- MCCOY** Chief McCoy noted that Vijay is doing the work for bringing in Manchester and York City, so he's already laying that groundwork.
- BISHOP** Mr. Bishop commented that the service is right at the high level. The operational need is where there's a need for help.
- MCCOY** Chief McCoy noted that they had been constantly dealing with issues since they started. There is a need to sit down and do the strategic planning.
- FULLMER** Mr. Fullmer commented that his thought process is the need for someone or a group of people to replace the Springettsbury Township group. He added that it could be better defined during the budget process.
- MCCOY** Chief McCoy noted that in their investigation they had not found enough work with the specific disciplines for each individual.
- BISHOP** Mr. Bishop agreed with the need to replace the Springettsbury services. He questioned whether YAUFRR is getting what Springettsbury happens to have available, or what is really needed.
- FULLMER** Mr. Fullmer commented that Chief McCoy suggested replacing the Springettsbury services; however, Mr. Fullmer did not advocate doing so especially if there's not that much work being done.
- MCCOY** Chief McCoy added that he wanted to make sure not to overwhelm the Springettsbury group as well.
- BISHOP** Mr. Bishop commented that he was somewhat uncomfortable with the suggestion that the search would be for one person who could perform everything that's needed.
- MCCOY** Chief McCoy agreed, especially with regard to Human Resources and Financing. They had been separated. He noted that more information would be forthcoming.

B. Fire Codes – IFC

**MCCOY** Chief McCoy had requested Captain Justin Hovis to provide a review of the fire codes and the existing differences in place in Springettsbury and Spring Garden townships.

**HOVIS** Captain Hovis provided an in-depth review of the fire codes, which are summarized:

- Springettsbury ordinance – 2000 International Fire Code/International Building Code; to be automatically updated.
- Spring Garden mentions the BOCA which needs to be updated
- Uniform Construction Code adopted in 2009 in Springettsbury; need to update Spring Garden to coincide.
- Create a list of 10 top changes for the Commission members for ease of understanding.
- Timetable for adoption potentially in October, 2012.

**Consensus of the board was for Captain Hovis to work with Chief McCoy and Manager Maust for review and updates for the YAUFRC Commission’s approval. It was noted that it is an enormous project.**

**12. NEW BUSINESS**

A. Approval – 2012 Capital Plan – Vehicle

**MCCOY** Chief McCoy brought forward the matter of purchasing a new vehicle for YAUFRC. He reported that the item had been approved in the Capital budget for \$35,000. A thorough review had been conducted of various makes and models, and they found that the Jeep Laredo was the best buy at \$28,900. There will be additional lights, sirens, radio, most of which will transfer as an addition to the fleet. The 1999 Ford Explorer will be eliminated from the fleet. The item will be purchased through Co-Stars.

**SCHENCK** Chairman Schenck called for a motion for the purchase of the Jeep Laredo.

**MR. BISHOP MOVED TO APPROVE THE CAPITAL EXPENDITURE OUT OF THE 2012 BUDGET, NOT TO EXCEED \$35,000 FOR A JEEP LAREDO TO REPLACE THE 1999 FORD EXPLORER. MR. FULLMER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**



**13. ADJOURNMENT**

**SCHENCK** Chairman Schenck adjourned the meeting at 7:50 p.m.

Respectfully submitted,

(Signature on file at YAUFRR Headquarters)

John Fullmer  
Secretary

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