

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

**JULY 20, 2010  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, July 20, 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

**ALSO IN**

**ATTENDANCE:** Steve Hovis, Solicitor  
Bob McCoy, Chief, YAUFR  
Dan Hoff, Battalion Chief, YAUFR  
Sandra Ratcliffe, Finance Officer, Assistant Treasurer, YAUFR  
Don Eckert, YAUVFC  
Tom Stees, YAUFR  
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 no Executive Sessions had been held since the last meeting. However, he stated that there would be one following the meeting this date.

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

**A. Steve Hovis, Solicitor**

**HOVIS** Solicitor Hovis indicated that he had nothing to add other than what appeared on the agenda.

**B. Robert McCoy, Fire Chief**

**MCCOY** Chief McCoy stated he had nothing to add to his written report.

**HUNT** Mr. Hunt asked Chief McCoy's a number of questions, the information and response which is summarized:

- Pride Program goal of 20%; currently goal is at 14%, on target for 2010.
- Rotation of personnel to different stations – advantageous to familiarize individuals; Chief has ability to move personnel contractually; policy in place for requested transfers.
- Payroll status and coordinated pay dates in transition with new contract. YAUFR payroll begins on August 27, 2010; start time 8 a.m.; leave issues not enforced until January 1, 2011.
- Firehouse software in use; MUNIS system capable of paying on a 28-day FLSA cycle.
- MICU89 – Grantley Ambulance contracted through York Hospital; ALS provider and rate.

## **5. ACCOUNTS PAYABLE**

**MR. HUNT MOVED TO APPROVE ACCOUNTS PAYABLE LISTING AS OF JUNE 30, 2010. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

## **6. BIDS, PROPOSALS & CONTRACTS**

There were none for action.

## **7. COMMUNICATION FROM COMMISSIONERS**

**BISHOP** Mr. Bishop commented on a subject which arose during the June meeting. A York City Council member had requested some assistance from YAUFR. Mr. Bishop wanted to be certain that a response had been made to the request. Discussion took place which is summarized:

- Suggested letter to York City Council and Mayor Bracey noting the request for assistance.
- Letter had been sent following the June presentation to Council President Genevieve Ray, along with a copy of the presentation.
- Important to distinguish that any discussion would take place with the entire Council and not just one individual.
- There is no need to have Les Adams involved.

**Consensus was to send an additional letter to Council President Genevieve Ray acknowledging the request for assistance.**

## **8. COMMITTEE REPORTS**

**A.** Volunteer Committee

**ECKERT** Don Eckert reported that there was nothing new in volunteer activities. He indicated they are always looking for volunteers, encouraging them to join, become trained and participate.

**B. Building Committee**

**ECKERT** Don Eckert reported on the activities of the Building Committee, summarized:

- Process is moving forward slowly with communications regarding potential land purchase and sale of Market Street property. Committee is doing proper due diligence.
- Discussions taking place with design and construct individuals.
- Timetable important to be able to accomplish the task with multiple facets.
- Negotiations could include a sale/lease back opportunity.
- Commission should discuss its position as far as owning and/or controlling property, legalities and review of each situation individually, i.e., municipally owned, volunteer owned, YAUFR owned.
- Discussions taking place with Solicitors, Township Managers and Chief to work out details of covenants, clear titles, public money.
- Volunteers' position is that they will participate.
- Set of guidelines needed for providing fire service effectively.
- Commission to prioritize what is important in terms of policy, long-range planning, participation and control, legal entities holding title.
- Preparation for media release.

**9. RESOLUTIONS AND AGREEMENTS**

**A. Resolution 2010-01 ICMA Money Purchase Retirement Plan.**

**MCCOY** Chief McCoy commented that the Spring Garden employees are moving into a YAUFR 401 money purchase plan for retirement, which must be set up separately from the existing YAUFR fund as there is no employee contribution with this plan. A meeting was held with the ICMA representative, and the additional plan was set up for Spring Garden.

**SCHENCK** Chairman Schenck asked Solicitor Hovis if he had been involved with the process.

**HOVIS** Solicitor Hovis responded that they had reviewed and prepared the Resolution. He added that it was very similar to the Resolution for a plan that was already in place.

**MCCOY** Chief McCoy noted that this was the third plan: a 401 for the office, a 457 overall plan and 401 for the union.

**HUNT** Mr. Hunt asked whether there was any bundling available for administration fees.

**MCCOY** Chief McCoy responded that all will be consolidated under one individual.

**MR. FULLMER MOVED TO APPROVE RESOLUTION 2010-01. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**10. ACTION ON MINUTES**

A. Approval of Minutes: June 15, 2010 Fire Commission Meeting

**MR. BISHOP MOVED TO APPROVE THE JUNE 15, 2010 MINUTES. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. OLD BUSINESS**

A. 2011 Budget Workshops

**MCCOY** Chief McCoy reminded the Commission members about the budget workshops. He had provided the available dates, and Mr. Bishop was the only member who would be out of town. Chief McCoy and Mr. Bishop will meet and go over the budget separately. Chief McCoy recommended that the following dates be advertised:

- Friday, August 13, 2010 @ 7 a.m.
- Tuesday, August 17, 2010 @ 7 a.m.
- Friday, August 20, 2010 @ 7 a.m.

**MR. FULLMER MOVED TO AUTHORIZE ADVERTISEMENT OF BUDGET WORKSHOP DATES. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

B. 2009 Audit Report – YAUFR

**MCCOY** Chief McCoy indicated that the Commission members had received the Audit Report during the June meeting. He had it brought up under Old Business in order that they had an opportunity for review.

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

C. Application Process

**MCCOY** Chief McCoy reported that he had met with Les Adams. He had not received any additional comments on the application process. He was satisfied with the content. They are working aggressively towards one plan based on recent conversations he had with the neighboring department. He hoped to have the document finalized and ready to be presented by the end of July. It will

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incorporate the generic inception of YAUFR, the process and then specifics to the department and steps for joiners.

**12. NEW BUSINESS**

A. Presentation – Training

**MCCOY** Chief McCoy introduced Captain Jay VanPelt of Station 891.

**VANPELT** Captain VanPelt, YAUFR Training Officer, provided a presentation of the Firefighter Training.

**13. ADJOURNMENT**

**SCHENCK** Chairman Schenck reminded the Commission members of the Executive Session to be held immediately following adjournment. He adjourned the meeting at 8:05 p.m.

Respectfully submitted,

John Fullmer, Secretary

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