

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

**JULY 21, 2015
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Board Meeting on Tuesday, July 21, 2015 at 7:00 p.m. at the YAUFRR Headquarters, 50 Commons Drive, York, PA 17402.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Austin Hunt, Vice Chairman
John Fullmer
Kathleen Phan
Eric Lehmayr

MEMBERS NOT

IN ATTENDANCE: Cara Beth Zortman
Mark Swomley

ALSO IN

ATTENDANCE: Steve Hovis, Solicitor
Greg Maust, Spring Garden Township Manager
Robert McCoy, YAUFRR Chief
Sandy Ratcliffe, YAUFRR
Dan Hoff, YAUFRR
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

SCHENCK Chairman Bill Schenck called the meeting to order. He led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

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

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

SAY Attorney Brooke Say provided a report for Solicitor Hovis. She stated that a memorandum had been submitted relative to the concern about a potential joinder and noted that the time frame and suggestions seemed aggressive. In addition, Solicitor Hovis addressed some issues relative to the Emergency Management Coordinator.

SCHENCK Mr. Schenck questioned what action could be taken to investigate bringing Manchester Township in as a Charter Member. They had expressed interest, and YAUFR is interested in bringing them in; the issue is in the union contracts. He reiterated that when YAUFR was formed it had operated with two separated union contracts for a number of years.

FULLMER Mr. Fullmer noted that there are additional items that need to be a part of it, such as the asset list and what they will bring to the table; how the proportionate funding formula will be calculated along with the any cash contribution.

A lengthy discussion took place which is summarized:

- First step would be to define the questions that need to be answered.
- Initial steps to form YAUFR could be reviewed and updated; Charter Agreement may need to be changed, especially with Eagle as an affiliated company.
- The three boards are eager to move forward: Springettsbury, Spring Garden and Manchester.
- Smaller subcontracting work group will be more effective in working out details. Should include a representative from Manchester, from YAUFR board, Chief McCoy.
- Attitude of compromise will be critical to making it all work.
- Manchester should issue a formal Letter of Intent.
- Aggressive timeframe would include about 12 weeks from August 1 through December 15th meeting every other week. Target is flexible.
- Manchester to provide a professional asset assessment list, assigned values, cash contribution, inventory, etc. Some debt is carried on their assets.
- Some information is in place and will need updated.
- Charter Membership provides representation on the YAUFR board.
- Having additional information at budget time will assist in the decision process.
- Subcommittee structure: Chief McCoy, two YAUFR members Austin Hunt, Kathleen Phan; Manchester representatives Lisa Wingert, Dave Brosend, Tim James.
- Chief McCoy to provide some dates.

B. Robert McCoy, Fire Chief

MCCOY Chief McCoy requested approval for capital expenditure items. Battalion Chief Woods received quotes on hose, 600 feet of three inch; 600 feet of five inch for \$7,659.00. The funds are in the Capital Reserve Fund.

MR. HUNT MOVED TO APPROVE THE PURCHASE OF 600 FEET OF THREE INCH AND 600 FEET OF FIVE INCH HOSE IN THE AMOUNT OF \$7,659.00 FROM THE CAPITAL RESERVE FUND. MS. PHAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

MCCOY Chief McCoy brought forward a contract with Choice Security Services, which John Holman had signed as part of the construction project. The first year warranty will expire in August. Chief McCoy noted that the agreement was not signed by the YAUFRR board. The next four years are for a \$4,100 a year service agreement and \$252/month. He proposed to investigate the agreement further and will hold any payment until he has additional information.

SCHENCK Mr. Schenck indicated that one comment made by Chief McCoy was that the security system is important; however, the building is more or less occupied 24-hours a day.

PHAN Ms. Phan questioned a repair item for the leaf springs. She asked whether that repair requires a specialist.

MCCOY Chief McCoy responded that Battalion Chief Woods is reviewing the issue with Glick.

PHAN Ms. Phan asked about the age of the pumpers.

MCCOY Chief McCoy responded that they are five years old.

PHAN Ms. Phan noted that as long as the staff knows what to do with them, then they can be properly cleaned and checked.

MCCOY Chief McCoy added that the cracks were in a place where someone had to really get underneath and visualize them, and that's what Battalion Chief Woods is working on. He is actually going through the weekly and monthly checks.

PHAN Ms. Phan brought up the matter of an insurance umbrella policy.

MCCOY Chief McCoy responded that Mr. Poland with VFIS would be discussing that later in the Agenda.

5. ACCOUNTS PAYABLE

A. Payable Listing as of June 30, 2015

MR. FULLMER MOVED TO APPROVE THE PAYABLE LISTING AS OF JUNE 30, 2015. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS & CONTRACTS

There were none for discussion.

7. COMMUNICATION FROM COMMISSIONERS

SCHENCK Chairman Schenck commented about the structure fire in Springettsbury early Sunday morning. He had been in the neighborhood later, and the neighborhood was ecstatic with the Department. Everyone was so glad the 80-year-old-lady had gotten out, thanks to a smoke alarm. A neighbor had video footage of the fire.

MCCOY Chief McCoy stated that they are attempting to get the video. They had talked with the homeowner. The property owner had come out the front door within seconds of the building being engulfed with only very minor burns. Channel 8 came and did some interviews.

MCCOY Chief McCoy mentioned that there had been a lot of positive civilian comments on their Facebook page about the neighborhood saturation campaign.

HOFF Battalion Chief Hoff mentioned that Battalion Chief Woods actually gave out seven smoke alarms and more batteries in the neighborhood.

8. COMMITTEE REPORTS

A. Volunteer Committee

SCHENCK Chairman Schenck reported for Don Eckert that he didn't have anything new to report. He commented that the old firehouse is gone. It was noted in his report that the volunteers are offering to pay for the draperies.

MCCOY Chief McCoy noted that it still needed to be approved. The amount was high for all the blinds and window treatments.

9. RESOLUTIONS AND AGREEMENTS

There were none for action.

10. ACTION ON MINUTES

A. Approval of Minutes: June 16, 2015 – Fire Commission Meeting

MR. HUNT MOVED TO APPROVE MINUTES OF JUNE 16, 2015 FIRE COMMISSION MEETING AS SUBMITTED. MS. PHAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

11. OLD BUSINESS

There was no Old Business for discussion.

12. NEW BUSINESS

A. Insurance Summary Presentation – Jerry Poland – VFIS Insurance

MCCOY Chief McCoy introduced Jerry Poland of VFIS Insurance. He stated that Mr. Poland serves as Fire Chief in Adams County so he is very experienced in fire services. YAUFRR recently had changed from CBIZ to Glatfelter Insurance Group, which had provided local interaction with Mr. Poland. Chief McCoy had asked Mr. Poland to provide an overview of the insurance protection.

POLAND Mr. Poland thanked Chief McCoy and stated that the board had been provided with the policy documentation. The effective date of the policy is June 5, 2015. It is a one-year policy that will be in effect through June 5, 2016. He reviewed specific sections of the policy, the coverage and the agreed values. In addition, he reviewed options for an excess policy, commonly referred to as an umbrella policy. He offered to present a quote on options for an excess policy for the board's review.

SCHENCK Chairman Schenck thanked him for the excellent review of the insurance coverage.

13. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:20 p.m.

Respectfully submitted,

Signature on file at YAUFRR Headquarters

John Fullmer
Secretary

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