

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

**AUGUST 16, 2011  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular meeting on Tuesday, August 16, 2011 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

**MEMBERS IN**

**ATTENDANCE:** Bill Schenck, Chairman  
John Fullmer (7:06 p.m.)  
Austin Hunt  
Tom Warman  
George Dvoryak  
Dick Guyer

**MEMBERS NOT**

**IN ATTENDANCE:** Don Bishop

**ALSO IN**

**ATTENDANCE:** John Holman, Springettsbury Township Manager  
Steve Hovis, Solicitor  
Bob McCoy, YAUFRR Chief  
Sandy Ratcliff, YAUFRR  
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. He acknowledged that Don Bishop would not be in attendance due to other commitments and Mr. Dvoryak would function as a voting member in his absence.

**SCHENCK** Chairman Schenck noted that a meeting had been held at 6:30 p.m. with a consultant and his firm, PFM Group, had been hired to review some financing and the funding formula. A review of the Scope of Services was made. Previous experience with PFM Group had been highly satisfactory with the consultant's assistance during the last union agreement.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

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

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Steve Hovis, Solicitor

**HOVIS** Solicitor Hovis responded that he had nothing to report except to discuss the EMS Coordinator position later on the agenda.

B. Robert McCoy, Fire Chief

**MCCOY** Chief McCoy noted that he had nothing further to add to his report unless there were questions.

**5. ACCOUNTS PAYABLE**

A. Payable Listing as of July 30, 2011

**MR. WARMAN MOVED TO APPROVE THE PAYABLE LISTING AS OF JULY 30, 2011. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**6. BIDS, PROPOSALS & CONTRACTS**

**SCHENCK** Chairman Schenck inquired as to whether there had been any activity on the sale of the apparatus.

**MCCOY** Chief McCoy responded that there had been no activity. However, he met with the Battalion Chiefs and determined that the goal for the 88 Spartan would be to use it as a reserve since it is certified, as well as advertise it for sale.

**7. COMMUNICATION FROM COMMISSIONERS**

**WARMAN** Mr. Warman thanked Chief McCoy and Ms. Ratcliff for two good budget sessions. They had provided all the information necessary in an easy-to-understand form.

**MCCOY** Chief McCoy noted that, if necessary, an additional budget meeting was scheduled for Friday, August 19<sup>th</sup>, if necessary.

**Consensus of the board was not to meet on Friday, the 19<sup>th</sup>.**

**HUNT** Mr. Hunt stated that he would like additional input specifically with regard to the fund balance target. He noted that a substantial cost savings had been realized at 4% below last year. A full year of activity had been experienced, and this will be the first new budget with a reserve balance. The policy was to retain 3% to 5% in reserve to cover fluctuation in revenue. He suggested using a percentage in the middle between 3% and 5%.

**WARMAN** Mr. Warman added that with the proposed budget over 5% there will be a return to the townships.

A lengthy discussion took place, which is summarized:

- Determine whether to provide the savings to the townships in the fourth quarter or in the first quarter of 2012; townships might want to consider the option.

- Auditors suggested between 3% to 5% of the annual budget (\$4.2 million) is appropriate for surplus funds.
- Budget will be completed following decisions made with regard to administrative staff increases.

**Consensus of the Commission was to use the 4% figure to be applied to the first 2012 payments.**

**MCCOY** Chief McCoy reminded the board of the September 6<sup>th</sup> meeting at 7 p.m. for presentation of the budget to the Commission and the September 20<sup>th</sup> meeting at 6 p.m. for the joint presentation to the township boards, as well as three union grievances.

**Chairman Schenck announced that an Executive Session will be held this date to discuss personnel issues.**

**8. COMMITTEE REPORTS**

- A. Volunteer Committee
- B. Building Committee

**SCHENCK** Chairman Schenck noted that Don Eckert had been called out for an emergency. He asked Mr. Schenck to pass along that a signed Letter of Intent for a buyer was secured with the same proposal as the previous buyer. In addition there had been some movement on the cost of the proposed site for purchase.

**9. RESOLUTIONS AND AGREEMENTS**

There were none for action.

**10. ACTION ON MINUTES**

- A. Approval of Minutes: July 19, 2011 – Fire Commission Meeting

**MR. WARMAN MOVED TO APPROVE THE MINUTES OF THE JULY 19, 2011 MEETING. MR. FULLMER WAS SECOND. MR. DVORYAK ABSTAINED AS HE WAS NOT PRESENT. MOTION CARRIED.**

**11. OLD BUSINESS**

- A. Funding Analysis Proposal – PFM Group

**MCCOY** Chief McCoy reported that he had met with the consultant this date and will be providing updates to the Commission as information is received.

- B. Services Proposal

**MCCOY** Chief McCoy reported that North York had accepted the YAUFRR proposal but then he had been advised that the same proposal had not been received in time, even though they accepted it. The YAUFRR proposal was \$20,000 under the city's proposal.

**HUNT** Mr. Hunt noted that the YAUFRR proposal was \$55,000 and North York accepted the city's proposal of \$75,000. He added he read some negative press comments about it in the press.

**C. Joint Emergency Management Coordinator**

**HOVIS** Solicitor Hovis stated that the direction given during July was to review what was necessary to coordinate Emergency Management Services. He spoke with Solicitor Rausch and clarified the action taken by Springettsbury Township, which was a motion directing the township manager to work with YAUFRR to develop an agreement for the shared Emergency Management Coordinator. It was Solicitor Hovis' understanding that Springettsbury Township had appointed Rob Bissey as Coordinator for Springettsbury.

**SCHENCK** Chairman Schenck stated that the Supervisors had passed a resolution appointing Rob Bissey as Coordinator and added direction to allow the staff to begin participation with YAUFRR to move the appointment into a YAUFRR position.

**HOVIS** Solicitor Hovis pointed out that that act would allow municipalities to have the same Emergency Management plan by Inter-Governmental Cooperation Agreement. Following approval of that would authorize YAUFRR to prepare a common plan which will become an Emergency Management organization. He asked the board why they would want it to be under a YAUFRR umbrella and noted that some emergencies are police, some are public works, some are gas leaks, some are floods and not necessarily a fire emergency. It would be the coordination of all emergency entities to handle the problem, and using the YAUFRR manpower to deal with those other situations strays from its original intent.

A lengthy discussion took place, which is summarized:

- Rob Bissey currently is working under two plans as Coordinator for both townships.
- Suggest consolidation of the two plans into one Emergency Management Plan with both municipalities' approval.
- Solicitor Hovis will work with Solicitor Rausch to prepare the Inter-Governmental Cooperation Agreement, along with an ordinance.
- YAUFRR will continue to think beyond municipal boundaries to create the plan.
- YAUFRR could be the regional coordinating agency with Rob Bissey as EMC.
- Reimbursement of funds from both federal and state level available because the act specifically authorizes the joint agreements.

**Consensus of the board was to table the item pending further direction from each township.**

**12. NEW BUSINESS**

There was no New Business for discussion.

**13. ADJOURNMENT**

**SCHENCK** Chairman Schenck announced that a brief Executive Session would be held immediately following adjournment to discuss personnel matters. He adjourned the meeting at 7:50 p.m.

Respectfully submitted,

John Fullmer  
Secretary

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