

**YORK AREA UNITED FIRE & RESCUE  
REGULAR MEETING**

**AUGUST 19, 2008  
APPROVAL**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, August 19, 2008, at 7:00 p.m. at the Springettsbury Township Offices located at 1501 Mt. Zion Road, York, PA.

**MEMBERS**

**IN ATTENDANCE:** Bill Schenck, Chairman  
Austin Hunt, Vice Chairman  
John Fullmer, Secretary/Treasurer  
Thomas Warman, Spring Garden Commission Member  
Don Bishop, Springettsbury Commission Member  
Nick Gurreri, Springettsbury Alternate

**MEMBERS NOT**

**IN ATTENDANCE:** Richard Guyer, Spring Garden Alternate

**ALSO IN**

**ATTENDANCE:** Steve Hovis, Solicitor  
Bob McCoy, Chief, YAUFR  
Barry Emig, Deputy Chief, YAUFR  
Don Eckert, Springettsbury Merger Committee  
Scott Curtis, Grantley Merger Committee  
Tom Stees, Victory Merger Committee  
Various other members of the fire companies  
Jean Abrecht, Stenographer

**1. CALL TO ORDER**

**SCHENCK** Chairman Bill Schenck called the meeting to order at 7 p.m.

**A. Opening Ceremony**

**1. Pledge of Allegiance**

**SCHENCK** Chairman Schenck led the Pledge of Allegiance and stated that all members were present with one Alternate, constituting a Quorum.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**SCHENCK** Chairman Schenck stated that no Executive Sessions had been held since the last meeting.

**FULLMER** Mr. Fullmer requested a brief Executive Session this date with regard to personnel matters.

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

**A. Steve Hovis, Solicitor**

**HOVIS** Solicitor Hovis stated that he had nothing of substance to bring to the Commission's attention. He reported that Chief McCoy and Ms. Bayman advertised all of the budget meetings, as well as the joint meeting for both municipalities.

**HUNT** Mr. Hunt asked if that included all three entities.

**HOVIS** Solicitor Hovis responded that was correct. He stated that they provided a form Resolution to both Springettsbury and Spring Garden Townships, along with a list of respective assets for approval for incorporation into the Charter Agreement.

**FULLMER** Mr. Fullmer reported that Spring Garden had approved it at the meeting last week.

**SCHENCK** Chairman Schenck indicated that Springettsbury will meet Thursday, August 28<sup>th</sup>.

**HUNT** Mr. Hunt asked what exactly an approval meant; that each township had accepted the value of the assets and the list is complete.

**HOVIS** Solicitor Hovis responded that he was correct. He stated that the Charter Agreement does provide for an exhibit which includes a list as well as an evaluation of all the assets that were contributed by each of the municipalities. This involves the hard assets such as vehicles, etc. There will still need to be the real estate evaluation that will need to be included. It will not be incorporated as Exhibit C to the Charter Agreement.

**B. Robert McCoy, Fire Chief – YAUFRR**

**MCCOY** Chief McCoy stated that he had emailed Mr. Grove and Representative Gillespie's office trying to follow up on the determination for YAUFRR to fall under one of the township mechanics. As of this date, Chief McCoy had not had a response.

**HUNT** Mr. Hunt commented that either Ms. Bayman or Ms. Ratcliffe had an additional issue about being listed as a government entity for taxation purposes.

**MCCOY** Chief McCoy stated that they continue to go back and forth between a non-profit and a government entity. What they are being told is that they are a government entity. However nothing had been received to solidify that.

**HUNT** Mr. Hunt noted that Todd Platts was to write a letter to the IRS.

**MCCOY** Chief McCoy stated that was what Ms. Ratcliffe had recommended. He indicated he wanted to discuss it further with Solicitor Hovis.

**HOVIS** Solicitor Hovis stated that he would follow up.

**HUNT** Mr. Hunt asked about the Codes Enforcement work done by Captain Hovis. He asked whether that would be made a billable activity for plan review or township-specific review, or how it will be defined as to what YAUFRR provides as part of its standard service and what it provides for a fee.

**MCCOY** Chief McCoy responded that at this time there is no revenue or billing for any Code Enforcement issues as far as YAUFRR is concerned. The Code Enforcement officials are himself and the Deputy. It was just voted on in Spring Garden, and he believed it was in the Code for Springettsbury. When the contract is completed it will appoint Captain Hovis a Deputy Code Enforcement Official for both townships. He hoped to present the Commission a plan next year showing the workload in both townships and the possibilities for revenue to the department to actually make that a position within the department where the officer would be present Monday through Fridays for specific hours. He would need to write up a large proposal for that. Right now he's not doing anything to draw revenue for billing, and he's not operating outside of his responsibilities.

**HUNT** Mr. Hunt commented that the Job Description Chief McCoy envisioned in his report was much smaller than what the Chief envisioned in the future.

**MCCOY** Chief McCoy assured him that he was correct.

## **5. ACCOUNTS PAYABLE**

### **A. Payable Listing as of July 31, 2008**

**SCHENCK** Chairman Schenck noted the listing provided to the Commission and asked whether everyone was seeing what they wanted to see.

**HUNT** Mr. Hunt responded that his only comment related to trends. With a partial first year and no history there are no trends.

**SCHENCK** Chairman Schenck called for a motion to approve.

**MR. HUNT MOVED FOR APPROVAL OF PAYABLE LISTING AS OF JULY 31, 2008.  
MR. FULLMER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

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

There were none for action.

**7. COMMUNICATION FROM COMMISSIONERS**

**GURRERI** Mr. Gurreri questioned the value of the appraisal and asked whether the items were worth the amount of money. He thought the appraisal might be for insurance purposes.

**HOVIS** Solicitor Hovis responded that the appraisal was prepared to meet one of the conditions of the Charter Agreement that stated the municipalities shall value all the equipment, which if sold, the amount it would bring. The appraisal company was hired to perform that appraisal so those values could be incorporated into the Charter Agreement. The important part of that is if Springettsbury or Spring Garden wanted to withdraw from the organization, their initial capital contribution to the organization must be identified.

**8. SUB COMMITTEE REPORTS**

**A. Budget Subcommittee**

**FULLMER** Mr. Fullmer stated that the Budget Committee consisting of Chief McCoy, Sandy Ratcliffe, Linda Bayman, and he met twice to prepare for the public meetings of the budget. An additional meeting will be held the morning of August 20<sup>th</sup>. They met first to review salaries and benefits; secondly to review other expenses, and the meeting on August 20<sup>th</sup> will focus on the Capital Plan. He stated that there had been some participation by Commissioners at those meetings. They anticipate that they will have a final draft budget to present at the meeting September 2<sup>nd</sup>. All dates had been advertised.

**BISHOP** Mr. Bishop asked whether the September 2<sup>nd</sup> meeting was essentially for this Commission to approve the budget.

**FULLMER** Mr. Fullmer responded that he was correct. The draft budget will be presented to the Commission at that time. It will be a public meeting with a question and answer time period. It is anticipated that it will be accepted with any further changes that are necessary. Following that the budget will be given to the joint townships at a meeting scheduled for September 16, 2008.

**MCCOY** Chief McCoy added that that meeting would be held prior to the next Commission meeting.

**FULLMER** Mr. Fullmer commended everyone for all the work they did. It had been a short time period, and the Committee did a tremendous amount of work.

**HUNT** Mr. Hunt noted that it had been very well presented. He applauded Mr. Fullmer for setting a high standard for organization.

**B. Negotiation Subcommittee**

**FULLMER** Mr. Fullmer reported that the joint committee had a meeting as there had been correspondence from the union, and negotiations will now resume on August 20<sup>th</sup> at 2 p.m. for a two to three-hour meeting. He stated it was a very positive note.

**HUNT** Mr. Hunt asked who was to be included in the meeting.

**FULLMER** Mr. Fullmer responded that it would include the union negotiating team, and Commission negotiating team but no attorneys.

**HUNT** Mr. Hunt commented that the Subcommittee included Messrs. Fullmer, Bishop, Maust and Holman and the Chief will be available as needed.

**C. Volunteer Subcommittee**

**ECKERT** Mr. Eckert reported that he had received the Articles of Incorporation for a non-profit corporation for the York Area United Volunteer Fire and Rescue; the EIN number from the IRS; and a draft set of bylaws which contain the minimum requirements by Pennsylvania law and also the prerequisites to maintain the tax-free status. He planned to distribute copies to the other fire company presidents for review. He will also have copies at the Springettsbury Township Volunteer Fire Company Board of Directors meeting on September 8, 2008 for approval. Following that a Board of Directors for the new company will be established along with initial officers and then members. When that is completed, they will begin to focus on the Fire Police. A fire company is needed first in order to put Fire Police into operation. They have held initial meetings with the Police Chief and police departments in both townships.

**SCHENCK** Chairman Schenck thanked him and congratulated him on the work that had been accomplished.

**HUNT** Mr. Hunt re-stated that the official name is York Area United Volunteer Fire and Rescue.

**ECKERT** Mr. Eckert responded that he was correct.

**STEEES** Tom Stees, Victory Fire Company noted that those at Victory believe that there should be two men on duty at Victory for safety reasons. He suggested a \$20,000 grant from Victory to keep two in place for the rest of 2008.

**SCHENCK** Chairman Schenck stated for the record that the volunteer company was offering to fund paid people.

**STEEES** Mr. Stees responded that it would keep two paid career people on duty at the station through December. They are aware of the budget and they understand

precedent, but the volunteers felt strongly enough about it they wanted him to continue to make the offer.

**SCHENCK** Chairman Schenck responded that the offer was received.

**9. RESOLUTIONS AND AGREEMENTS**

There were no Resolutions or Agreements for action.

**10. ACTION ON MINUTES**

**A. Approval of Minutes: July 15, 2008 Commission Meeting**

**MR. WARMAN MOVED FOR APPROVAL OF MINUTES OF JULY 15, 2008 MEETING. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. OLD BUSINESS**

**ECKERT** Mr. Eckert brought forward an item that he termed was both old and new business, that of insurance coverage, which he had reviewed with Chief McCoy along with the budget work. He noted that when the apparatus was transferred to the Commission, at that time the insurance would have been picked up by the Commission. However, he learned that they still have all of the insurance in place on all of the properties, buildings and liabilities. They still have the two utility vehicles and the police service van in the package. He was very surprised during a meeting with the executive from the Glatfelter Agency who had always handled the fire service insurance that he no longer was associated in any way with the coverage that had been placed on the apparatus that was transferred. Mr. Eckert was attempting to determine what the new package costs will be as they previously had paid almost \$24,000 for the total package. The Glatfelter executive had no notice that the coverage would be removed from Glatfelter. Mr. Eckert was concerned that the coverage had been local and had been moved to an agent in Erie. Mr. Eckert wondered if there might be some duplicate coverage as well. It had been a pleasure to sit down with local people and resolve things of concern.

**SCHENCK** Chairman Schenck noted that he was advising the Commission of information of which they may not have been aware. He asked if Glatfelter continued to be the underwriter.

**ECKERT** Mr. Eckert responded that they are not involved in the apparatus coverage. He was not sure about the apparatus that had been transferred from Spring Garden. The Glatfelter representative had no idea that it had been removed and was not asked for a competitive bid. Mr. Eckert stated that he has the budget figures and still has VFIS and the local representative for the volunteer fire company.

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**SCHENCK** Chairman Schenck asked Mr. Fullmer whether that insurance information had been discussed in the budget sessions.

**FULLMER** Mr. Fullmer responded that the insurance costs had been discussed. Spring Garden uses Kling Brothers as their local agent and have for some time. He showed them where they were getting credits for their coverage so that they were not duplicating any effort. He indicated he was not aware of where quotes might have come from for YAUFR and may have been something Mr. Holman put into place.

**SCHENCK** Chairman Schenck agreed that it probably was something Mr. Holman put into place when the apparatus was transferred.

**ECKERT** Mr. Eckert added that was one of the reasons for his discussion. They received different credits which amounted to over \$5,000 and when the billings are taken back, they won't submit it for reimbursement because they already received money back. The insurance is still in effect until April when it comes up for renewal. They just made a quarterly payment on the total package of \$25,000, but they received \$5,000 back.

**FULLMER** Mr. Fullmer indicated he was glad Mr. Eckert brought it up and it will be discussed during the budget meeting on the 20<sup>th</sup>.

**SCHENCK** Chairman Schenck added that they will look into it and thanked him for the information.

**12. NEW BUSINESS**

**SCHENCK** Chairman Schenck announced that an Executive Session will be held immediately following adjournment for personnel issues.

**13. ADJOURNMENT**

**SCHENCK** Chairman Schenck adjourned the meeting at 7:30 p.m.

Respectfully submitted,

John Fullmer  
Secretary

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