

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

**AUGUST 20, 2013
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, August 20, 2013 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
Cara Beth Zortman
Richard Guyer

MEMBERS NOT

IN ATTENDANCE: Austin Hunt, Vice Chairman
George Dvoryak
John Fullmer

ALSO IN

ATTENDANCE: John Holman, Springettsbury Township Manager
Greg Maust, Spring Garden Township Manager
Robert McCoy, YAUFR Chief
Dan Hoff, YAUFR Battalion Chief
John Woods, YAUFR Battalion Chief
Steve Hovis, Solicitor
Sandra Ratcliffe, YAUFR
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.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck stated that there were no Executive Sessions to report.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

HOVIS Solicitor Hovis had nothing to report.

B. Robert McCoy, Fire Chief

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

5. ACCOUNTS PAYABLE

- A. Payable Listing as of July 31, 2013

**MS. ZARTMAN MOVED TO APPROVE THE PAYABLE LISTING OF JULY 31, 2013.
MR. GUYER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

6. BIDS, PROPOSALS & CONTRACTS

There were none for action.

7. COMMUNICATION FROM COMMISSIONERS

SCHENCK Chairman Schenck reported that he had an informal breakfast meeting with a York City Councilman, who provided an update on their fire service.

8. COMMITTEE REPORTS

A. Volunteer Committee

SCHENCK Chairman Schenck reported that Don Eckert called and stated that his report on the building included that the construction trailer was put into place and actual work is being done.

HOLMAN Mr. Holman noted that they are laying dirt and the foundation should start next week.

9. RESOLUTIONS AND AGREEMENTS

There were none for action.

10. ACTION ON MINUTES

- A. Approval of Minutes: July 16, 2013 – Fire Commission Meeting

MR. BISHOP MOVED TO APPROVE JULY 16, 2013 FIRE COMMISSION MEETING MINUTES. MS. ZARTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED

- B. Approval of Minutes: July 19, 2013 – Strategic Planning Meeting

MR. BISHOP MOVED TO APPROVE THE MINUTES OF THE JULY 19TH STRATEGIC PLANNING MEETING. MS. ZARTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

11. OLD BUSINESS

There was no Old Business for discussion.

12. NEW BUSINESS

**A. Acknowledgement – Minimum Municipal Obligation (MMO) Calculations for the
YAUFR Pension Plans**

MCCOY The amount is \$336,000.

**MS. ZARTMAN MOVED TO ACKNOWLEDGE RECEIPT OF THE MMO
CALCULATIONS. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY
CARRIED.**

B. Discussion – 2014 Budget

SCHENCK Chairman Schenck introduced the 2014 Budget discussion. He noted that the first draft is the result of several work session meetings held in August.

MCCOY Chief McCoy requested that, following review, the board would approve submitting it to the townships prior to a presentation at the Joint municipal meeting held on September 17th at 6 p.m.

SCHENCK Chairman Schenck requested Chief McCoy to comment on any significant areas he would like to highlight.

MCCOY Chief McCoy indicated that the accounting showed an increase of only 1% from 2013 to 2014. There is an anticipated 10% increase in health insurance and Workers Comp for the career personnel. There is a transitional re-insurance tax of \$6,615.00 for YAUFR and \$105 PCOR fee for participants that YAUFR has to pay. Workers Compensation for the volunteers was moved into the volunteer line item in anticipation of large increases in that item.

SCHENCK Chairman Schenck noted the volunteer numbers fluctuated from \$20,000 in 2013 versus the \$65,000 proposed for 2014, which is the effect of the Cancer Presumption law.

MCCOY Chief McCoy responded that he was correct. He called attention to other changes where they had combined items within the same categories but which changes were not additions to the budget. Some Minor Capital items were included, such as some IT equipment, additional digital pagers, etc. There are no salary increases due to the on-going contract negotiations. Additional discussion took place with regard to the Fund Balance, summarized:

- Based on the 3% and 5% minimum/maximum: 3% = \$140,000 kept; 5% = \$233,000 kept; 4% \$188,000 returned to townships (\$103,000 to Springettsbury and \$84,000 to Spring Garden).
- Total revenue for Springettsbury would be \$2,506,280; Spring Garden would be \$1,589,000 with the 60/40 split funding formula.

Funding Formula/Charter Agreement

SCHENCK Chairman Schenck stated that he had discussed holding the 60/40 funding formula split with Mr. Fullmer; however, he had not received any feedback. If the funding

formula were adjusted it would be 64/36. The subject of cost sharing will be discussed going forward. He asked Chief McCoy to provide some information regarding mutual aid.

MCCOY Chief McCoy stated that when he began his career with YAUFR the Charter Agreement stated that a review would be made based on township calls regardless of which fire service ran the call. Following that it was decided not to include running EMS calls but actually the fire/rescue calls. That is what has been tracked with 64/36 plus or minus 1 since inception. There had been several other methods reviewed, such as population, road miles, assessed value. However, with consideration for potential addition of smaller townships, the numbers did not work. Mutual aid calls run for other municipalities resulted in 72% for Spring Garden and 28% for Springettsbury. Spring Garden, and especially Grantley, goes to York Township, West York, West Manchester and has the most mutual aid calls. Chief McCoy took the funding formula and factored in the percentage for mutual aid calls. The overall funding formula results in 58% Springettsbury, 42% Spring Garden, which is 2% off this year.

SCHENCK Chairman Schenck noted that the Charter Agreement stated that the funding formula was determined based on what each township was spending at the time as a percentage of the total.

BISHOP Mr. Bishop asked what the allocation changed to in the Charter Agreement.

MCCOY Chief McCoy responded that it was based on call volume after five years with no more than 5% change per year. This year it stopped at 64. He added that there is a difference between an incident and a response.

BISHOP Mr. Bishop stated that in terms of making a budget decision, it would have to be the 64/36 because of what the Charter Agreement states.

HOVIS Solicitor Hovis noted that it might be helpful to show the 64/36 so that each municipality can review the financial impact.

SCHENCK Chairman Schenck agreed with Mr. Bishop that the Charter Agreement must be followed. Between now and the end of the year, the subject of changing the Charter Agreement can be determined.

BISHOP Mr. Bishop stated that the groundwork for that formula review should begin. The board had learned a lot and had a greater understanding of the nuances since inception.

SCHENCK Chairman Schenck agreed with Mr. Bishop and recommended:

- Present the budget as the Charter Agreement states at 64/36 call volume.
- Compile additional information toward agreement between now and the end of the year to change the Charter Agreement.

- HOVIS** Solicitor Hovis stated that, as long as it is approved by both participating municipalities, the Charter Agreement would be amended by an ordinance. The YAUFR Commission would make a recommendation to each municipal board.
- SCHENCK** Chairman Schenck noted that if the board were to make a recommendation to amend the Charter Agreement, it should be done at the next meeting in order to be completed by the end of the year.
- BISHOP** Mr. Bishop suggested making a presentation of the matter at the joint meeting. The presentation could include the call volume and the issues surrounding that, mutual aid, the definition of a call and an incident. It might be an appropriate topic to follow the budget presentation.
- MCCOY** Chief McCoy commented that he could document the numbers, 10-year projections and the current status.
- BISHOP** Mr. Bishop added that it would be a great summary to have at that point.

Capital

- MCCOY** Chief McCoy reported that there is \$78,000 in Capital Reserve based on the January 1st totals for this year. A pumper had been placed in the 2013 Capital Budget to replace the 1988 Grumman. That pumper was moved ahead for building issues. He stated that Engine 89.3 is to be replaced in either 2013 or 2014 at \$410,000 and had been spec'd and designed. Depending on what the municipalities determine to do, he would move toward other Capital projects such as the Amkus Rescue System replacement and old five-inch rubber hose replaced with cotton hose.
- SCHENCK** Chairman Schenck noted that it provides for \$235,000 for the townships to figure out if they want to fund that Capital.

Consensus of the board was to leave the Capital request in the budget.

- BISHOP** Mr. Bishop commented that the Charter Agreement requires the Chief to present a Five Year Capital Plan along with the budget in order to have a forecast looking into the future.
- HOLMAN** Mr. Holman stated that no action will be taken the night of the budget presentation. The budget will be sent back to the municipalities for review, followed by action at one of their next board meetings.
- BISHOP** Mr. Bishop questioned for clarification that the action would be taken on the budget or on changes to the Charter Agreement, because for both the presentation is informational.
- HOVIS** Solicitor Hovis commented that it would have to be done by ordinance which requires a seven-day advance publication.

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BISHOP Mr. Bishop stated that both municipalities deserve the recommendation of the Commission before asking them to take action.

MAUST Mr. Maust commented that the timing of the presentation is good. Spring Garden typically takes formal action on the YAUFR budget, in this case for 2014, because that becomes a component to their own township budget. Following that action is taken on the General Fund budget for the next year. There is time for consideration of details of the budget. Getting started this early leaves a timetable that had generally worked very well.

SCHENCK Chairman Schenck noted that Springettsbury follows the same calendar and process and typically approves the YAUFR budget in December concurrent with the township budget.

SCHENCK Chairman Schenck adjourned the meeting at 8:50 p.m.

Respectfully submitted,

Signature on file at YAUFR Headquarters

John Fullmer
Secretary

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