

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

**SEPTEMBER 15, 2015
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, September 15, 2015 at 7 p.m. at YAUFRR Headquarters, 50 Commons Drive, York, PA 17402

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Austin Hunt
John Fullmer
Kathleen Phan
Cara Beth Zortman

MEMBERS NOT

IN ATTENDANCE: Mark Swomley
Eric Lehmayr

ALSO IN

ATTENDANCE: Robert McCoy, YAUFRR Chief
Steve Hovis, Solicitor
Sandy Ratcliffe, YAUFRR
George Schwartz, Spring Garden Police Chief
Tom Warman, Spring Garden Township
Don Eckert, YAUFRR
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

This portion was held earlier.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that an Executive Session had been held following the August 18th meeting. An Executive Session was scheduled to be held immediately following the meeting this date to discuss a disciplinary end-of-year report.

3. COMMUNICATION FROM CITIZENS

SCHENCK Chairman Schenck stated that this was an open meeting of YAUFRR. He asked for comments from the citizens. There were no comments.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

HOVIS Solicitor Hovis stated for clarification for the citizens, the budget meeting had been held previously at 6 p.m., which was advertised. This meeting was a continuation of that meeting to handle further business. He indicated he had nothing further to report, but noted some items for discussion later on the Agenda.

B. Robert McCoy, Fire Chief

MCCOY Chief McCoy indicated he had nothing to report unless there were questions.

SCHENCK Chairman Schenck questioned why West York took Grantley off their call list while running units from a farther location. He asked if we were provided feedback for review.

MCCOY Chief McCoy heard of the change through personnel and had to solicit the information from Chief 1 through email. Chief 1 confirmed the change but did not provide a reason. The change in the card resulted in Grantley being moved down the run card to the Working Fire Dispatch, not removed. Each municipality is responsible for providing fire protection, and the Chief of West York is responsible for the decision on run cards. This does not affect YAUFRR but we remain willing to assist if called.

5. ACCOUNTS PAYABLE

A. Payable Listing as of August 31, 2015

MR. FULLMER MOVED TO APPROVE THE PAYABLES. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS & CONTRACTS

There were none for action.

7. COMMUNICATION FROM COMMISSIONERS

HUNT Mr. Hunt reported that he had received an email late this date from LSC on the concept for a potential Grantley station. He had emailed Ken Martin at the college to schedule a meeting with him to collect ideas; however, he had received no response to date. He indicated that he would have something tangible in terms of a first draft for review at the next meeting.

8. COMMITTEE REPORTS

A. Volunteer Committee

ECKERT Don Eckert reported that the volunteers and the volunteer service are addressing and spending considerable funds to refurbish Station 89-3, Commonwealth Station on North Sherman Street. He noted that it is a fully-owned volunteer only station, which he personally had dedicated in 1974, and thus, it is in need of some refurbishment. They had put all new doors and steel door frames and will be doing more going into 2016.

MCCOY Chief McCoy responded that the volunteer service provides great assistance; all three stations/corporations. Grantley, Victory and Springetts had been making numerous upgrades in the fire house either through their own cash or through state grants. It has been helpful as far as energy efficiency and budgetary issues and is definitely appreciated.

ECKERT Mr. Eckert added that while the focus is on money and volunteers and the headquarters building, the volunteers have approximately \$1.6 million invested. They will be addressing an additional storage building and training center in 2016, which is desperately needed for additional fire prevention literature, other items and training. It will be entirely a volunteer effort.

9. RESOLUTIONS AND AGREEMENTS

There were none for action.

10. ACTION ON MINUTES

A. Approval of Minutes: August 18, 2015 – Fire Commission Meeting

MS. ZORTMAN MOVED TO APPROVE MINUTES OF THE AUGUST 18, 2015 MEETING. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

11. OLD BUSINESS

A. Manchester Township Application for Joinder

SCHENCK Chairman Schenck stated that Manchester had officially requested becoming a Charter Member of YAUFRR. That would mean they would have a seat on the board, be a voting member, and be included in a big piece of the budget. The original charter municipalities would need to amend the Charter, which will be done legislatively.

Additional lengthy discussion took place, which is summarized.

- YAUFRR Commission will determine the terms and conditions and Chief McCoy and Solicitor Hovis will draft a potential agreement for which an EMC template agreement is available.

- Follow the Charter Agreement details for asset values.
- Consideration to be given for additional board members.
- Asset list to be provided by Manchester; potential lease for apparatus.
- Presentation of any proposed amendments would be provided to the charter members for approval.
- Previous review resulted in the Commission being bogged down with contract matters. However, having YAUFRR in operation for several years with two unions in tact had proved to work well. Meetings held with Presidents of the local unions advising the merger status; details to be worked through.
- Investigate the needs YAUFRR has for firefighters, equipment, etc.

12. NEW BUSINESS

A. Joint Emergency Management

SCHENCK Chairman Schenck commented that Springettsbury Township is legally required to have an Emergency Management plan. Spring Garden Township has what is termed Code Red. The thought is that YAUFRR has professionals who are willing to take on a required Emergency Management Plan.

Additional lengthy discussion took place, which is summarized:

- Regional EMC Board comprised of municipal representatives, as well as a required fiscal agent.
- PEMA approved having EMA meetings along with Commission meetings the same night.
- Fiscally any reimbursements within all three municipalities would go directly to the specific municipality. Any emergency charges would be paid by the specific municipality. Common responses overall would be termed a basic administrative expense.
- Potential budget might include \$1,500 for EMA; Manchester's budget, \$600; Lower Windsor, Windsor, Wrightsville and Hellam have a formula of \$500/municipality/year, \$50/square mile and \$.12/populations. Three municipalities would be approximately \$21,000/year to budget.
- Operation center set up could be a one-time expense through the Capital budget.
- Training will be done; drills and exercises moving forward.
- Potential exists to inter-connect everything from the hub and include Public Works, Spring Garden Police at Tri-Hill; have a dedicated phone line with one individual on a 12-hour shift relaying information; connect with Spring Garden's Code Red.

- Individual municipalities would incur high expenses to set up an EOC; one center is cost efficient.
- Grant approval could pass through any one of the municipalities.

B. Municipal Management Obligation (MMO)

MCCOY Chief McCoy reported that the board had acknowledge receipt of the MMO, as required by law. It was accepted with the 9% contribution for the Admin plan. Subsequently, a 10% contribution was approved to equal that of the firefighters. Ms. Ratcliffe recalculated the form, and the number changed from \$33,109 to \$38,350. This will be forwarded to Tom Zimmerman, Actuary.

**MS. PHAN MOVED TO ACKNOWLEDGE RECEIPT OF THE MMO CALCULATION.
MR. FULLMER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

13. ADJOURNMENT

SCHENCK Chairman Schenck reminded the commissioners that an Executive Session would be held immediately following adjournment. He adjourned the meeting at 7:20 p.m.

Respectfully submitted,

Signature on file at YAUFRR Headquarters

John Fullmer
Secretary

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