

**YORK AREA UNITED FIRE AND RESCUE  
SPECIAL JOINT BOARD MEETING**

**SEPTEMBER 18, 2018  
APPROVED**

The York Area United Fire and Rescue Commission held a Special Joint Board Meeting on Tuesday, September 18, 2018 at 7:00 p.m. at YAUFRR Headquarters, 50 Commons Drive, York, PA 17402.

**MEMBERS IN**

**ATTENDANCE:** Austin Hunt, Citizen-At-Large  
Ben Marchant, Springettsbury Township  
Dan Rooney, Spring Garden Township  
Dave Brosend, Manchester Township  
Cara Beth Zortman, Spring Garden Township  
Marcy Krum-Tinsley, Spring Garden Township  
Tom Warman, Spring Garden Township  
Lisa Wingert, Manchester Township  
Tim James, Manchester Township

**MEMBERS NOT  
PRESENT:**

George Dvoryak, Springettsbury Township  
Kathleen Phan, Springettsbury Township

**ALSO IN**

**ATTENDANCE:** Dan Hoff, YAUFRR Chief  
Steve Hovis, Solicitor  
Jean Abreght, Stenographer

**CALL TO ORDER**

**HOFF** Chief Hoff called the meeting to order. He asked each attendee to introduce themselves identifying their municipalities, including Solicitor Hovis. He thanked everyone for coming.

**2019 BUDGET PRESENTATION**

**HOFF** Chief Hoff indicated that he had an opportunity to discuss the draft budget with all three managers. Each individual had been provided with a hard copy of the 2019 Budget and a PowerPoint documenting the YAUFRR Vision, Mission and Values, 2018 Projects and Successes, 2019 Projects and Goals, Five-Year Goals, Responsibilities, Operational and Capital Budget needs.

Funding History - Chief Hoff provided documentation of Funding History for YAUFRR and Manchester Township prior to joining YAUFRR, which showed slightly over a 3% average increase. Growth of YAUFRR for same period was about 2.6%. This year YAUFRR requests about a 2.1% increase in the budget over 2018. Budget for 2018 was \$8,067,256; 2019 is \$8,238,155. Personnel related costs consist of 85.4%; Operating Costs, 14.6%. Combined Revenue \$891,603.71. Requested Operational Commitment from each municipality, \$7,346,551.63.

Revenue Sources - Chief Hoff provided the Breakdown of Revenue Sources as follows: Municipal Contributions, 89%; Pension MMO Contribution, 5%;

Unfunded Pension Liability, 3%; Miscellaneous Revenue, 3%. 2018 Fund Balance Calculation as follows: Estimated Fund Balance, \$657,577.65; 4% Retention, \$329,526.21; Balance, \$328,051.44; ST (37%), \$(121,379.03); SGT (25%), \$(82,012.86); MT, 38%; \$(124,659.55).

Fund Balance - Chief Hoff discussed the Fund Balance and the Fund Balance Policy, which states that on December 31<sup>st</sup>, to use whatever the available cash is and that is considered the fund balance, and YAUFR will retain 4% of what the 2019 budget is per the policy. The balance will be returned to the townships in the form of credits based on the apportionment formula. Totals back to the townships as follows: ST, \$121,379; SG, \$82; MT, \$124, which will be credited with the quarterly invoices.

Replacement Plans - Chief Hoff spoke of the Capital and the Replacement Plans. Six years are included based on the number of years of financing for the new apparatus. Contributions from all three townships total \$511,561.45 for 2019. Additional Capital purchases included a gas meter replacement (\$13,500) and hose replacement (\$10,000). Those purchases will be handled through the normal operational budget.

Sale of Apparatus - Chief Hoff noted the sale of obsolete apparatus netted a balance of approximately \$86,993 in the Capital Reserve Fund, which will be credited back to the townships based on the apportionment formula. In 2020 four engines and a ladder truck will be sold with the goal of returning at least \$300,000. In addition, in 2020 SCBA Cylinder is to be replaced for \$48,000.

**COMMENTS FROM JOINT BOARD**

**WARMAN** Mr. Warman questioned the \$511,561.45 and what that would cover.

**HOFF** Chief Hoff responded that it was the first installment to cover the six-year financing of the four engines and one ladder truck that had been ordered at the end of the year.

**WARMAN** Mr. Warman commented that there would be no anticipation of new apparatus in the next five years.

**HOFF** Chief Hoff responded that the four engines and one ladder truck include half of the fleet. The intention would be that, once the financing was taken care of and the apparatus is paid off in full, the intention would be to do the same type of arrangement to replace the other half of the fleet in six or seven years.

**HOFF** Chief Hoff summarized the total Proposed Contributions at \$7,346,551.63

**PUBLIC COMMENTS**

There were no citizen comments.

**ACTION ON PROPOSED BUDGET**

**HUNT** Chairman Hunt requested Solicitor Hovis to remind the managers of the legislative process.

**HOVIS** Solicitor Hovis stated that the legislative process required that by September 1st the commission needed to prepare a draft for the budget, which has been done. In September a joint meeting of all parties must be held. By the December Commission meeting the budget must be approved by all or 75 percent of the municipalities, which at this time includes three municipalities which would need to approve it in order to make the proposed budget applicable for the 2019 fiscal year. If, in fact, 75 percent do not approve it, it will only become effective until all three approve it. There is no advertising requirement.

**HUNT** Chairman Hunt commented that in previous budgets, apparatus was purchased incrementally. The long-term leasing finance deal has enabled the purchase of five pieces at one time, cheaper per unit. Payments over five years, and the useful life of the engines is probably 10 plus years on the ladder; 15 years for the trucks.

**HOFF** Chief Hoff added that, in the past, they were kept for 20 years, and depreciated to the point that they couldn't give them away.

**WARMAN** Mr. Warman noted the training costs with sending individuals to academies. He asked if there was a provision if an employee should leave within a certain amount of time.

**HOFF** Chief Hoff responded that there is a provision in the contract that if they leave within a certain period of time, they have to pay back a percentage of the cost for their academy training.

**HUNT** Chairman Hunt asked Chief Hoff to discuss the combined Emergency Management in place.

**HOFF** Chief Hoff responded that Joe Madzellan had met with Managers James and Marchant and will be meeting with Ms. Tinsley. During the last week of September they will be meeting here at headquarters for a community EMA exercise.

**HUNT** Chairman Hunt commented that the core root advantage of regionalization is to reduce duplicated services. Proper planning of the Emergency Management

philosophy eliminates that. There are always those worst-case scenarios, but most emergencies would not be regionalized. Looking at the bigger picture of the region provides a better way to plan. He complimented Chief Hoff with the improved labor and management relations, which functions in a team atmosphere. He is training his own replacement from within, with a continuity, but they respect him so much they will never let him go.

**HOFF** Chief Hoff mentioned that with all the recent weather events, and taking on Manchester Township, the relationship with Pennsylvania Task Force One has also been maintained. One Firefighter from Manchester Township is deployed with Pennsylvania Task Force One down south helping with the flooding. It is a volunteer assignment and he represents YAUFRR and Manchester Township. It is a federally-funded task force, and they actually reimburse for his wages and any overtime created with him gone. He is working in logistics.

**HUNT** Chairman Hunt stated that the proposed budget should be taken back to the individual municipalities, review and adjust numbers, send questions back over the next month. A formal vote will be necessary when the adjustments are made.

**HOFF** Chief Hoff thanked everyone for their attendance.,

**ADJOURNMENT**

**HUNT** Chairman Hunt adjourned the meeting at 6:50 p.m.

Respectfully submitted,

*Signature on file at YAUFRR Headquarters*

Dan Rooney  
Secretary

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