

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

**SEPTEMBER 19, 2017
APPROVED**

The York Area United Fire and Rescue Commission held a Special Meeting for the presentation of the 2018 Budget and a State of the Fire Service on Tuesday, September 19, 2017 at 6:00 p.m. at YAUFRR Headquarters, 50 Commons Drive, York, PA 17402.

MEMBERS IN

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

MEMBERS NOT

IN ATTENDANCE: Eric Lehmayr, Secretary/Treasurer
Blanda Nace
Mike Thomas

ALSO IN

ATTENDANCE: Dan Hoff, YAUFRR Chief
Steve Hovis, Solicitor
Ben Marchant, Springettsbury Township Manager
George Swartz, Spring Garden Police Chief
Matt Shorb, Spring Garden Township
George Swartz, Spring Garden Township
Tim James, Manchester Township
Dave Brosend, Manchester Township
Lisa Einsig, YAUFRR
John Woods, YAUFRR
Jay VanPelt, YAUFRR
Matt Arnold, YAUFRR
Joe Myers, YAUFRR
Jean Abreght, Stenographer

1 CALL TO ORDER

A Opening Ceremony

1. Pledge of Allegiance

SCHENCK Chairman Schenck called the Special Meeting of the participating municipalities to order and led the Pledge of Allegiance.

2. INTRODUCTION AND PURPOSE BY CHAIRMAN SCHENCK

SCHENCK Chairman Schenck stated the purpose of the meeting is by Charter Agreement to meet once a year with the participating municipalities. The representatives may take the budget back to their respective townships for review. This is an initial draft presentation that can be adjusted if necessary.

Chairman Schenck asked all the attendees to introduce themselves.

- Dave Brosend, Manchester Township.
- Tim James, Manchester Township.
- Cara Beth Zortman, Spring Garden Township and YAUFRR Commissioner
- George Swartz from, Spring Garden Township.
- Steve Hovis, Solicitor for YAUFRR and Spring Garden Township
- Matt Shorb, Spring Garden Township.
- Ben Marchant, Springettsbury Township.
- Bill Schenck, YAUFRR Commissioner and Springettsbury.
- Austin Hunt, Citizen at Large.
- Kathleen Phan, Springettsbury Township and YAUFRR Commissioner
- Ben Marchant, Springettsbury Township Manager

HOFF Chief Dan Hoff introduced himself. He thanked Mr. James of Manchester Township for all the help he had provided as Manchester had been pulled into the budget for 2018. He also thanked his staff and his Assistant, Lisa Einsig, for her help.

3. 2018 BUDGET PRESENTATION

HOFF Chief Hoff stated that the purpose of the meeting was to present the proposed 2018 budget. All of this information was provided in a PowerPoint presentation. He planned to provide a State of the Fire Service for 2017 as well. Chief Hoff presented the 2017 Projects and Successes, the 2018 Projects and Goals, Five Year Goals, and an Explanation of Crew Responsibilities

HOFF Chief Hoff presented the 2018 Budget Proposal Summary, which documentation was provided to the attendees. The Proposed 2018 Budget to include all three townships: \$8,067,256. Total Requested Municipal Commitment: \$6,687,852; Other Revenue: \$1,379,404. Personnel Related Costs: \$6,868,411 (85%) and Operating Costs \$1,198,845 (15%).

HOFF Chief Hoff reported that the estimated Fund Balance at the end of 2017, based on a calculation from Stambaugh Ness was \$573,292. Based on the apportioned formula YAUFRR will return \$343,975 to Springettsbury Township and \$229,317 to Spring Garden Township.

Capital Plan and Replacement Plan

HOFF Chief Hoff reported on the condition of equipment, the costs and needs for the future five years. A 15 year Apparatus Replacement List was provided showing an estimated cost of \$8,655,869. Equipment planned for replacement in 2018 include a replacement for a 1995 Reserve Engine (\$450,000), replacement of Gas Meters (\$13,500) and Hose replacement (\$10,000) for a Total Capital Plan Expense of \$473,500. Projected replacement costs over the next 15 years (\$8.6 million).

HOFF Chief Hoff presented an option to lease equipment, which was discussed; however, additional investigation is necessary.

C. COMMENTS FROM JOINT BOARD

SHORB Matt Shorb questioned whether there is a residual buy-out like in a traditional open-end lease.

HOFF Chief Hoff responded that there is not.

SCHENCK Chairman Schenck commented that it really is just financing.

SHORB Mr. Shorb noted that it was basically the same thing. He asked if there was any residual with what was presented to Springettsbury.

PHAN Ms. Phan stated that they sell it for us and then Springettsbury re-leases. We constantly have a new vehicle, leased and maintenance free

SHORB Mr. Shorb understood.

HOVIS Solicitor Hovis added that the participating municipalities, in a position in the Inter-government agreement that deals with Capital Purchases/Leases, it reflects the fact that when those obligations create an overall obligation of more than \$100,000 a year, 75 percent of the municipalities must approve that obligation by way of a resolution. So, in the past, this would mean that either Manchester would pass on the Capital items when they came up and YAUFRR would go back to the municipalities for approval, as well as an understanding as to have the item would be financed or paid through their Capital Contribution.

BROSEND Dave Brosend questioned why two SUV's would be leased if grants can be obtained to pay for them.

HOFF Chief Hoff responded that it is called a lease, but it is a lease to own with one annual payment, and grant funds would be used to pay off the purchase. The same thing would apply if vehicles are replaced in the traditional way. Grant funds still can be used. The State Fire Commissioner's Grant Program allows the use of a grant award for debt reduction so it can be used to pay down any payments. Any amount can be applied to principle.

BROSEND Mr. Brosend commented that if a grant is secured and there is a \$40,000 expense to replace the Expedition in 2019, that would be deducted from the Funds Contributions portion. It's an alternate revenue.

HOFF Chief Hoff responded that he was correct if grant money was used.

HUNT Mr. Hunt added that, instead of the grant check going to Ford, the grant check comes to YAUFRR and then the YAUFRR check goes to Ford or Pearce, etc.

C. Comments from Citizens

There were no citizen comments.

HOFF Chief Hoff noted that the individual municipalities are asked to review the YAUFRR budget, and if there are questions, to let him know. He encouraged each township to review the leasing option as it is a better value for each municipality in the long run and a better value for YAUFRR. It would put some infusion of cash back into the Capital Reserve Fund to offset future Capital purchases. He offered to respond to questions.

HOVIS Solicitor Hovis noted an observation on this for the Manchester people as the process goes along. The Charter Agreement says that a joint presentation will be made in September to 75 percent of the participating municipalities. The budget will need approval effective for 2018. If the budget is not approved by the December meeting, the Commission will, for budgetary purposes, operate under the 2017 budget. He encouraged the municipalities to analyze it, come back with questions and try to get clarification. If an amendment is needed, it will be amended. However, the intent is that a vote will be taken at the November meetings.

HOFF Chief Hoff thanked everyone for coming.

SCHENCK Chairman Schenck asked for any further questions or comments. He adjourned the meeting at 7 p.m.

Respectfully submitted,

Signature on file at YAUFRR Headquarters

Eric Lehmayr
Secretary

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