

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

**OCTOBER 16, 2018
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, October 16, 2018 at 7:00 p.m. at YAUFRR Headquarters, 50 Commons Drive, York, PA 17402.

MEMBERS IN

ATTENDANCE: Austin Hunt, Chairman
Lisa Wingert, Manchester Township
Dan Rooney, Secretary, Spring Garden Township
Dave Brosend, Manchester Township
Cara Beth Zortman, Spring Garden Township
George Dvoryak, Treasurer, Springettsbury Township
Justin Tomevi, Springettsbury Township

ALSO IN

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

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

HUNT Chairman Hunt called the meeting to order and led the Pledge of Allegiance. Chairman Hunt welcomed the newest member to the Commission, Justin Tomevi.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

HUNT Chairman Hunt announced that no Executive Sessions had been held since the last meeting and none had been scheduled for this date.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

HOVIS Solicitor Hovis had no action items to report. However, he introduced Victoria Woods, who is a new associate with their firm serving in the municipal group and real estate group. She had just passed the bar.

HUNT Chairman Hunt commented that YAUFRR has a Battalion Chief Woods.

HOVIS Solicitor Hovis responded that Battalion Chief Woods is Victoria's father.

- HUNT** Chairman Hunt stated that he was sure her father is very proud of her.
- HUNT** Chairman Hunt congratulated Solicitor Hovis in that Manchester was the third and final township to adopt the fire alarm ordinance.
- HOVIS** Solicitor Hovis responded that there should be a uniform platform for the alarm ordinance administration.
- HUNT** Chairman Hunt indicated it was well done.

B. Daniel Hoff, Fire Chief

- HOFF** Chief Hoff reported that Solicitor Hovis had provided language to begin preparing sealed bids to sell the apparatus that is planned for liquidation at the end of 2018; beginning of 2019. He had investigated some figures with PMRS, and he is hopeful to discuss an offer in the future.
- HUNT** Chairman Hunt questioned whether the new pumpers would be received during 2018. He questioned when the first lease payment is due.
- HOFF** Chief Hoff responded that the first lease payment is due January 17th. The pumper will probably be going through the final inspection before Christmas.
- HUNT** Chairman Hunt questioned whether it will be ready for service or whether there will be additional outfitting necessary.
- HOFF** Chief Hoff responded that they will need to do the decals and mounting of the portable equipment.
- HUNT** Chairman Hunt questioned the insurance threshold of under 50 employees. He asked what the cost impact would be on the coverage with a potential of 56 employees.
- HOFF** Chief Hoff responded that it would impact the rules more than the cost.
- HOVIS** Solicitor Hovis added that the rules change with respect to the implementation of certain policies.
- HUNT** Chairman Hunt asked how the newsletters are distributed.
- HOFF** Chief Hoff responded that they are sent electronically.
- HUNT** Chairman Hunt asked if he would be getting the newsletter if he signed up for it.

HOFF Chief Hoff responded that he should, and if he did not receive it, he would have to investigate why. He added that the distribution is done through a third-party site.

HUNT Chairman Hunt asked whether a benchmark for service and response time is included in the newsletter.

HOFF Chief Hoff responded that call statistics were added to the last newsletter. He did not want to put out too much information as it varies depending upon the location. He noted that they are in the process of changing the records management system in order to better capture all the information.

HUNT Chairman Hunt reported that he and Chief Hoff had provided a presentation to the Spring Garden board. Chief Hoff had provided the honorable history of Grantley Fire Station. He noted it had been a perfect location in the 1920's and 1930's; however, currently it is not the best location for a fire station. The physical structure is well worn. The message they left with the board was a gentle reminder that it is the township's responsibility to safely and appropriately house its employees. It is their understanding that the presentation was received very well. Additionally the board had discussed the construction of the township building. Chief Hoff reminded everyone that public buildings need sprinklers not just for property protection, but also as a life-saving device. It provides individuals more time to safely exit a burning building. Additionally, it was stated that a fire professional letter should be created as to how important sprinklers are and encouraging developments to include sprinklers.

HOFF Chief Hoff added that he had discussed the issue of sprinklers with the manager, and he will be putting a letter together for the Manager requesting that the board absolutely give consideration to sprinklering their new building.

ROONEY Mr. Rooney indicated he was surprised that it was not required by the code.

HUNT Chairman Hunt asked what the current code stated.

HOFF Chief Hoff responded that he could not quote the code. He noted that it depended not only upon construction, but also on the use of compartmentation, the use of fire doors, etc. He thought from an accreditation standpoint that the life and safety of any customers or other users of the legal system in Spring Garden Township plus the records would be key with accreditation too. In addition, Linda Keller at Spring Garden Township had provided six potential properties that the Battalion Chiefs and he will look at and prioritize/rate them. Also, the Manager had spoken with Ken Martin from York College and discussed their willingness toward the project. He planned to discuss it further with the Grantley volunteer department at the volunteer meeting.

TOMEVI Mr. Tomevi brought his family to the Open House event. He indicated it seemed to be pretty good. He asked if Chief Hoff had an attendance estimate.

HOFF Chief Hoff indicated he didn't have an estimate, but he had been impressed not only with the number of people, but also the number of older citizens who came. He stated that out of the three open houses held, this was by far the most successful.

HUNT Chairman Hunt complimented Chief Hoff on the flyers that had been in their packets.

HOFF Chief Hoff responded that Capitan Luta from Manchester Township and Captain Freet both of them military veterans prepared it. Captain Luta's wife works in marketing and helped with the project.

HUNT Chairman Hunt asked if the flyers are intended to be printed and handed out.

HOFF Chief Hoff responded that they will be handed out, and they will be in all the stations. They worked with Terry Gendron from York County Veterans Office, and he advised he'd be sure to have some on hand in his office.

BROSEND Mr. Brosend questioned whether they had been handed out.

HOFF Chief Hoff responded that they began handing them out at the Open Houses last week.

BROSEND Mr. Brosend asked whether he had received any responses or inquiries.

HOFF Chief Hoff responded that Stan Saylor's Chief of Staff provided some good feedback and said he really liked them.

TOMEVI Mr. Tomevi asked whether there is a social media campaign tied to it, such as on Facebook.

HOFF Chief Hoff responded that they were waiting to get them done and then put up on the website and out on Facebook.

TOMEVI Mr. Tomevi asked whether there would be an average age targeted or is there an average age to get involved with the programs.

HOFF Chief Hoff responded that they take volunteers at age 16 as Junior members. At 18 they can go through the whole gamut of training. One of the strategic objectives from the Strategic Plan is to find a way to attract veterans based on a similar mindset of service.

WINGERT Ms. Wingert noted that Chief had reached out to Sarah Crawford concerning the videos. She hadn't seen a date.

HOFF Chief Hoff responded that he had finally been in contact with her. Her email address was no longer valid. She noted she would have something by Thanksgiving.

5. ACCOUNTS PAYABLE

A. Payable Listing as of September 30, 2018

MS. WINGER MOVED TO APPROVE ACCOUNTS PAYABLE LISTING AS OF SEPTEMBER 30, 2018. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS & CONTRACTS

There were none for action.

7. COMMUNICATION FROM COMMISSIONERS

ROONEY Mr. Rooney thanked Chief Hoff for the presentation to Spring Garden last week and offered, whether it's Chief or Spring Garden Township Manager, any help he could provide with site selection. He noted that is his background.

8. COMMITTEE REPORTS

A. Volunteer Committee

HOFF Chief Hoff reported that Joe Myers will be stepping down as President of the umbrella organization. That will be the first order of business at the next meeting to be held at Victory Fire Company.

9. RESOLUTIONS AND AGREEMENTS

There were none for action.

10. ACTION ON MINUTES

- A. Approval of Minutes: September 18, 2018 – Joint Twp. Budget Presentation
- B. Approval of Minutes: September 18, 2018 – Fire Commission Meeting

MR. ROONEY MOVED TO APPROVE BOTH SETS OF MINUTES OF THE BUDGET SESSION AND THE REGULAR MEETING AS AMENDED. MS. ZORTMAN WAS SECOND. MOTION CARRIED. MR. DVORYAK ABSTAINED AS HE WAS NOT PRESENT.

11. OLD BUSINESS

There was no Old Business.

12. NEW BUSINESS

HOFF Chief Hoff noted with all the changes made in membership there are new bank forms to be filled out. There are three copies of the same form along with one Resolution where everyone signs on the front page. Chief Hoff asked the Secretary and two other Officers for signatures on the back page.

HUNT Chairman Hunt opened the floor to elect a Vice Chairman, a position that opened up with the retirement of Kathleen Phan.

MS. ZORTMAN NOMINATED JUSTIN TOMEVI AS VICE CHAIRMAN. HEARING NO FURTHER NOMINATIONS, CHAIRMAN HUNT CLOSED THE NOMINATION. NOMINATION UNANIMOUSLY CARRIED.

HUNT Chairman Hunt stated that the only increase in duties is to meet the week before the monthly meeting, usually the second Tuesday, for an Agenda meeting. This group includes the Chairman, Vice Chairman and the Chief. Typically it has been 7 a.m. at Stonybrook Diner. He asked if that would fit Mr. Tomevi's schedule.

TOMEVI Mr. Tomevi responded that he should be able to make that work.

13. ADJOURNMENT

HUNT Chairman Hunt adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Signature on file at YAUFRR Headquarters

Dan Rooney
Secretary

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