

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

**OCTOBER 17, 2017
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, October 17, 2017 at 7:00 p.m. at YAUFRR Headquarters, 50 Commons Drive, York, PA 17402.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Austin Hunt, Vice Chairman
Eric Lehmayr, Secretary/Treasurer
Cara Beth Zortman, Member, YAUFRR Commission

MEMBERS NOT

IN ATTENDANCE: Kathleen Phan, Member, YAUFRR Commission
Blanda Nace, Springettsbury Alternate, YAUFRR Commission
Mike Thomas, Spring Garden Alternate, YAUFRR Commission
Lisa Wingert, Chairman, Board of Supervisors, Manchester Township

ALSO IN

ATTENDANCE: Dan Hoff, YAUFRR Chief
Steve Hovis, Solicitor
Delmar Hauck, Vice Chairman, Board of Supervisors, Manchester Township
Tim James, Manager, Manchester Township
Dave Brosend, Board of Supervisors, Manchester Township
Greg Maust, Spring Garden Township Manager
Mark Swomley, Chairman, Board of Supervisors, Springettsbury Township
Ben Marchant, Springettsbury Township Manager
John Woods, YAUFRR
Jay VanPelt, YAUFRR
Matt Arnold, YAUFRR
Joe Myers, YAUFRR
Lisa Einsig, YAUFRR
Don Eckert, YAUFRR
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

SCHENCK Chairman Bill Schenck called the meeting of the York Area United Fire and Rescue Commission to order and led the Pledge of Allegiance.

2. Charter Agreement Signing

SCHENCK Chairman Schenck provided an explanation of the special events to take place during the meeting: Signing of the new Charter Agreement for YAUFRR, and a Recognition Ceremony of Don Eckert for his many years of service to the fire service, etc.

HOFF Chief Hoff introduced the signing members for the Charter Agreement. Representing Spring Garden Township, Eric Lehmayr, President Commissioner; Greg Maust, Township Manager; Representing Springettsbury Township, Mark Swomley, Chairman, Board of Supervisors, and Benjamin Marchant, Township Manager; Representing Manchester Township, Delmar Houck, Vice Chairman and Tim James, Township Manager.

HOVIS Solicitor Hovis presented five original Charter Agreement documents, all of which were passed to the representatives for original signatures. All documents were signed and sealed and a copy provided to each entity.

HOFF Chief Hoff thanked everyone who had been involved in completing the process. He stated it had been a long time and noted its huge significance for the future of the department.

SCHENCK Chairman Schenck issued his congratulations on this accomplishment.

3. Ceremony – Recognize Don Eckert

HOFF Chief Hoff stated that the fire service often falls short of recognizing individuals and showing appreciation when it means the most. He recalled memories of first meeting Don Eckert and how he recognized his leadership qualities. Chief Hoff noted that it had always been a pleasure to work with Mr. Eckert, who had taught him how to take care of people. He noted he truly was a selfless leader with at least 60 years of service to Springettsbury Township on the Board of Supervisors and the fire service, serving on the Memorial Hospital Board, or serving his church. He indicated that the bar he had set was so high it was nearly unreachable. He thanked Mr. Eckert’s family for their assistance in planning the surprise.

Chief Hoff presented a Token of Recognition to Donald Eckert with heartfelt appreciation and admiration of a lifetime of leadership, commitment and service to fire and emergency services in Springettsbury Township and the greater York area.

Chief Hoff presented a tribute to Donald Eckert from both Keith Gillespie of the House of Representatives, as well as from the Senate of Pennsylvania from Senator Mike Folmer.

Chief Hoff indicated the heartfelt appreciation for everything Mr. Eckert had done for the fire service, and he expressed appreciation for the love and support he received from his wife. He presented her with a bouquet of roses.

SCHENCK Chairman Schenck stated that he met Don Eckert 24 years ago when he became involved in the township and noted that he had been his mentor. He agreed with Chief Hoff that the bar Mr. Eckert had set is unreachable.

ECKERT Mr. Eckert responded that it had been his pleasure to serve. He thanked everyone for the great surprise. He thanked his family and really appreciated everything. He indicated it had meant a lot to him.

4. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that an Executive Session had been held following the last meeting. He announced that an additional Executive Session will be held following adjournment this date to discuss a personnel matter.

5. COMMUNICATION FROM CITIZENS

There were no public comments.

6. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

HOVIS Solicitor Hovis reported on the status of the Fire Alarm Ordinance. It had been sent to all the townships for approval. Both Manchester and Spring Garden Townships had replied favorably to the Draft Ordinance. However, Springettsbury had some questions concerning whether the enforcement would be under township ordinance or the Commonwealth Criminal Code. Both Spring Garden and Manchester impose civil penalties; however, Springettsbury Township imposes penalties under the Criminal Code. The ordinance is written to impose civil penalties. Solicitor Charles Rausch is getting back to Solicitor Hovis with some meeting dates and he requested Chief Hoff's attendance.

HUNT Mr. Hunt had reviewed the monthly statistics and was surprised at how many incidents were false alarms, arriving with nothing found, alarm malfunctions, unintentional sprinkler activations. He commented that about a third of the incidents just burn fuel in the fire apparatus.

HOVIS Solicitor Hovis commented that when the new ordinance is in place all the municipalities will be able to enforce it in the same way.

HUNT Mr. Hunt noted he always knew it was a nuisance, but until he had seen the statistics he was very surprised at how prevalent non-action incidents had become.

HOFF Chief Hoff noted that they still put an engine there because the departments position has always been it's not a false alarm until we say it's a false alarm.

B. Daniel Hoff, Fire Chief

HOFF Chief Hoff reported in response to a question concerning the Fire Police Job Description from Kathleen Phan. Chief Hoff met with her and worked on the Job

Descriptions. He had forwarded them to Solicitor Hovis and expected a review during the November meeting. The driving force came from Springettsbury when the Fire Police requested an increase in their rate without a recognized Job Description. Because YAUFRR pays their Workers Comp, he thought YAUFRR should provide the first draft of a Job Description and then forward to Springettsbury.

HOFF Chief Hoff reported that YAUFRR had assisted on a third alarm structure fire in the city this date. Battalion Chief Van Pelt was well pleased at how well the YAUFRR fleet performed. It was a good day.

HUNT Mr. Hunt asked if there was good interaction with the city and whether the relationship was softening.

HOFF Chief Hoff responded that it is improving.

HUNT Mr. Hunt asked if anyone had seen Chief Hoff on TV at 4:30 in the morning.

HOFF Chief Hoff stated that the ABC Daybreak was insistent on coming in so early in the morning. He tried to have it scheduled later to involve Battalion Chief Arnold who does public education and fire prevention. He planned to call them to see if they can send something to upload to the YAUFRR website.

7. ACCOUNTS PAYABLE

A. Payable Listing as of September 30, 2017

MR. LEHMAYER MOVED TO APPROVE THE PAYABLES. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

8. BIDS, PROPOSALS & CONTRACTS

There were none for action.

9. COMMUNICATION FROM COMMISSIONERS

There were no Commissioner communications.

10. COMMITTEE REPORTS

A. Volunteer Committee

SCHENCK Chairman Schenck noted that the Volunteer Committee, along with Chief Hoff, met this date with a contractor programming the training building. They programmed out a second floor with a mezzanine accessible with either interior or exterior steps that the YAUFRR firefighters will use for dragging hoses and gear up steps as part of their training.

HOFF Chief Hoff stated that they did a walk-through of the whole Commonwealth property to look at the different possibilities for placement of a building and discussed options. They discussed the specific storage and training needs.

HUNT Mr. Hunt referred to the mezzanine and second floor ADA requirements.

SCHENCK Chairman Schenck responded that one of the challenges given to the architects was to confine it to whatever defines it as a fully-occupied building to eliminate some of those requirements.

HUNT Mr. Hunt asked if YAUFRR would participate financially.

SCHENCK Chairman Schenck responded that they will not participate financially at all; however, they will greatly benefit from the project.

HUNT Mr. Hunt questioned who owned the land.

SCHENCK Chairman Schenck responded that the Volunteer Fire Company owns the land.

HOFF Chief Hoff added that the Volunteer Fire Company received three state grants towards this building by designating a portion of the building as part of a training facility. There's an expectation that some Fireman's Relief Association money can be put towards the construction of it and then the rest will come through the volunteer company.

SCHENCK Chairman Schenck stated that they are excited about it. All the stake holders have been identified and everyone is committed to the partnership.

11. RESOLUTIONS AND AGREEMENTS

HUNT Mr. Hunt noted that the new Charter Agreement had taken seven years to complete.

SCHENCK Chairman Schenck added that interestingly it is not a document of the YAUFRR Commission. The document creates this Commission but it is not a document that this Commission technically has any standing in as far as creating it or signing it.

HOVIS Solicitor Hovis stated that the Commission abides by it.

HUNT Mr. Hunt questioned when it would take effect.

HOVIS Solicitor Hovis responded that the agreement reflects the fact that the Manchester members become voting members January 1, 2018. Although it's effective upon signing, the only applicable provisions between now and the end of the year are during the budget process. It provides the opportunity for Manchester to formally approve the budget.

HUNT Mr. Hunt indicated he was questioning Mr. Brosend's status this date.

HOVIS Solicitor Hovis stated he remains a non-voting participant until January 1, 2018.

12. ACTION ON MOINUTES

- A. Approval of Minutes: September 19, 2017 – Special Meeting – 2018 Proposed Budget Presentation
- B. Approval of Minutes: September 19, 2017 – Fire Commission Meeting

MR. LEHMAYER MOVED TO APPROVE BOTH SETS OF MINUTES. MR. HUNT WAS SECOND FOR BOTH. MOTION UNANIMOUSLY CARRIED.

13. OLD BUSINESS

- A. Update – Fire Alarm Ordinance

This item was discussed earlier during the agenda.

14. NEW BUSINESS

HUNT Mr. Hunt reminded the Commission that Chief Hoff's updated Strategic Plan notes were in the packet with a lot of good comments.

15. ADJOURNMENT

SCHENCK Chairman Schenck reminded the Commission of the Executive Session to be held immediately following adjournment. He adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Signature on file at YAUFRR Headquarters

Eric Lehmayr
Secretary

ja