

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

**DECEMBER 16, 2014  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Board Meeting on Tuesday, December 16, 2014 at 7:00 p.m. at the YAUFR Headquarters, 50 Commons Drive, York, PA 17402

**MEMBERS IN**

**ATTENDANCE:** Bill Schenck, Chairman  
Austin Hunt, Vice Chairman  
John Fullmer  
Cara Beth Zortman  
Eric Lehmayer  
Kathleen Phan

**MEMBERS NOT**

**IN ATTENDANCE:** George Dvoryak

**ALSO IN**

**ATTENDANCE:** Steve Hovis, Solicitor  
Robert McCoy, YAUFR Chief  
Sandy Ratcliffe, YAUFR  
Dan Hoff, YAUFR  
John Woods, YAUFR  
Jay Van Pelt, YAUFR  
Don Eckert, YAUFR  
Jean Abreght, Stenographer

**1. CALL TO ORDER**

A. Opening Ceremony

1. Pledge of Allegiance

**SCHENCK** Chairman Schenck called the meeting to order and led the Pledge of Allegiance.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**SCHENCK** Chairman Schenck announced that no Executive Sessions had been held since the last meeting; however, an Executive Session was scheduled for this date to discuss personnel.

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Steve Hovis, Solicitor

**HOVIS** Solicitor Hovis stated he had nothing to add to his report other than Agenda items

B. Robert McCoy, Fire Chief

**MCCOY** Chief McCoy stated he had nothing to add to his report. However, he stated he would provide a report on the Eagle Agreement under Old Business.

**HUNT** Mr. Hunt asked whether Chief McCoy was planning a ceremony for the new pumper, which was scheduled for delivery in January.

**MCCOY** Chief McCoy responded that something will take place; however, it will depend on the weather conditions.

## **5. ACCOUNTS PAYABLE**

A. Payable Listing as of November 30, 2014

**MR. HUNT MOVED TO APPROVE THE PAYABLE LISTING AS OF NOVEMBER 30, 2014. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

## **6. BIDS, PROPOSALS & CONTRACTS**

A. Authorization to approve contract for Financial Audit Services conducted by Sager, Swisher and Company, LLP, for Calendar Year 2015 in an amount not to exceed \$9,500.00.

**MR. HUNT MOVED TO APPROVE THE CONTRACT NOT TO EXCEED \$9,500.00. MR. FULLMER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

## **7. COMMUNICATIONS FROM COMMISSIONERS**

**SCHENCK** Chairman Schenck welcomed Kathleen Phan back after her surgery.

## **8. COMMITTEE REPORTS**

A. Volunteer Committee

**SCHENCK** Chairman Schenck reported for Don Eckert, who was unable to be present. He had several items to report to the Commission.

- Sale of the Market Street Fire Station – Contract with the buyer was determined to be in default. Volunteer Fire Company exercised its right to keep the escrow.
- Property was remarketed and Volunteer Fire Company voted to accept a new offer for the fire building for \$400,000 more than the proposed offer.

- Due diligence will take place in approximately 90 days with two 30-day extensions.
- Prior development plan may be transferred to new owner.

**MCCOY** Chief McCoy noted that with regard to the new building the punch list is near completion. Secondly, all the volunteer companies including YAUFRR received State Fire Commissioner Grants.

## **9. RESOLUTIONS AND AGREEMENTS**

A. Resolution 2014-03 2014 Year End Budget Amendments

**MS. ZORTMAN MOVED TO APPROVE RESOLUTION NO. 2014-03, AUTHORIZATION FOR APPROVAL OF THE BUDGET AMENDMENTS. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

## **10. ACTION ON MINUTES**

A. Approval of Minutes: November 18, 2014 – Fire Commission Meeting

**MR. HUNT MOVED TO APPROVE THE MINUTES AS SUBMITTED. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

## **11. OLD BUSINESS**

A. Discussion – Strategic Planning

**BALL** Patrick Ball reported that, following the meeting in November, one small change had been made to the Strategic Plan. He asked if there were any further questions or thoughts, and if not, he stated that it was in its final version.

**HUNT** Mr. Hunt commented that he found it interesting that calendar math equated to an activity of 2.7 days.

**BALL** Mr. Ball noted that with approval the Strategic Plan could be put aside in order to use the Implementation Plan. He and Chief McCoy had worked through objectives and forecast them out over the next three years in a continuous process. He explained the dashboard setup with assignments of a staff point person, a group and ad-hoc committee. The color legend will provide the status with communication from Chief McCoy.

**FULLMER** Mr. Fullmer questioned how the order had been established.

**BALL** Mr. Ball responded that they had gone through each item individually and stacked them in order on the start date. They covered manpower, sense of urgency, etc.

- FULLMER** Mr. Fullmer questioned the frequency of reporting back to the Commission.
- BALL** Mr. Ball recommended that it be done quarterly.
- HUNT** Mr. Hunt asked Chief McCoy if he could see any difficulty getting the Firefighters engaged.
- MCCOY** Chief McCoy stated that the union has had a position recently through a grievance that any time a Firefighter is put in charge or given a decision-making responsibility, they need to be paid like an officer. The contract is very clear on what constitutes receiving this differential. Although we would like to assign some operational committee assignments to firefighters since they asked for more input, it is not worth the time involved in the grievance process.
- HOVIS** Solicitor Hovis commented that, in order to find resolution, a Grievance could be taken through the procedure.
- LEHMAYER** Mr. Lehmayr commented that even if the Firefighters want a say in the operation, they're not going to. If they are not willing to take on additional responsibility they are stuck.
- MCCOY** Chief McCoy responded that they may be at the table as a committee participant. He noted it is unfortunate because it would be beneficial to do some succession training and develop Firefighters to be prepared for the future.
- BALL** Mr. Ball clarified that there is a lot of opportunity for development because there are real opportunities to develop skills and move through the process.
- MCCOY** Chief McCoy commented that YAUFR had proposed to have Mr. Ball do Chapter Two next year, which is why the discussions from the Firefighters are so important and will assist in moving to the next level.
- SCHENCK** Chairman Schenck noted that Mr. Ball had completed the project. He called for a motion to adopt the plan.

**MR. HUNT MOVED TO ACCEPT PATRICK BALL'S STRATEGIC PLAN, RECOMMENDING ADOPTION AND MOVING FORWARD WITH THE IMPLEMENTATION PLAN. MS. PHAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- BALL** Mr. Ball thanked the Commissioners and commented that it had been great working with everyone. He indicated he had appreciated the time and the opportunity and looked forward to working with them in the future.

**B.** Discussion – North York Agreement

- MCCOY** Chief McCoy reported that North York Borough Agreement was signed on December 9<sup>th</sup>. He met with Solicitor Hovis, the Borough Chair and Vice Chair of the Borough Council along with four members of the volunteer company. They answered specific questions and had excellent discussion concerning Liberty Fire Company. Pending further review Liberty will also sign the agreement. Chief McCoy explained the ala-carte fee schedule.
- SCHENCK** Chairman Schenck commented that he had been asked about the difference between the YAUFR Agreement and what York City had been paying for \$75,000 a year. He asked what YAUFR was doing differently.
- MCCOY** Chief McCoy reported it was mentioned that if the YAUFR sealed proposal would have been opened in 2011 there would never have been a York City discussion. YAUFR is doing what can be done for a neighboring volunteer company without impacting the taxpayers. The tiered system, or ala-carte system assists a volunteer company, provides training and everyone understands what they are doing while we continue our mutual aid partnership.
- HOVIS** Solicitor Hovis stated that it is considered a win, win, win. What was changed is the billing methodology between one contract to the next. The benefit to both YAUFR and North York Borough is the ability to regulate the cost of their fires. The volunteers can reduce the cost to the borough by ensuring they get out on every single call. It is incentive for them to be a stronger volunteer fire company operating under YAUFR's procedures.
- MCCOY** Chief McCoy added that from an operational standpoint, there were issues with York City on following YAUFR's policies and following orders. They really didn't understand and there was no interaction. As a result, YAUFR lowered them down on the run card a few years back per the request from their current chief. What is gained as a regional department is that it promotes the need for the county to follow one standard policy allowing all units to run incidents together.
- FULLMER** Mr. Fullmer noted that this is a specific example of what is seen in the vision statement.
- HUNT** Mr. Hunt commented on the fact that no money is left on the table, and that the variable costs cover the expenses.
- MCCOY** Chief McCoy agreed.
- HUNT** Mr. Hunt questioned whether there would be any kind of welcome party for the incoming or affiliated companies.

**MCCOY** Chief McCoy responded that their companies will be invited, and something will be done publically. He cited Chief Yingling of Mt. Wolf is in the audience and noted Chief Yingling came to listen to the discussion about their agreement as there is one unanswered question: They are in a borough, but they also serve a township, and they are funded by two different entities.

**C. Discussion – 2015 Budget**

**MCCOY** Chief McCoy reported that the YAUFR 2015 Budget was approved and needed to be signed.

**D. Discussion – New Pumper**

**MCCOY** Chief McCoy presented an update on the new pumper contract. Invoices had been sent to Spring Garden and Springettsbury for their portion of the pumper which is to be paid after January 15<sup>th</sup>. He noted the base price for the pumper of \$396,746 along with some Change Orders which he planned to bring to the board through the Capital Fund in an amount of approximately \$8,000.

**HUNT** Mr. Hunt asked what Chief McCoy would project as its useful life.

**MCCOY** Chief McCoy responded that it should be 15 years. He added they may have a buyer for the 1988 pumper.

**D. Discussion – MOU with Eagle Fire Company**

**SCHENCK** Chairman Schenck brought forward the Memorandum of Understanding with Eagle Fire Company, Station 22. Chief Chuck Yingling was present for the discussion.

**MCCOY** Chief McCoy stated that he had met several times with Solicitor Hovis. The Agreement had undergone updates based on the Strategic Planning.

**HOVIS** Solicitor Hovis explained the concept that the MOU with Eagle is a different relationship than with Manchester Township. YAUFR desires to embrace volunteers and volunteer fire companies as part of YAUFR. Within the Agreement is mention of Eagle's background and heritage and the fact that YAUFR is present to have a supporting and working relationship that will strengthen their volunteer firefighting services. A summary follows:

- Terms and conditions: Three-year term; either party could terminate in 20 days with written notice.
- YAUFR Fire Chief assists Eagle in Fire Chief capacity with operational authority in the Borough.

- Eagle agrees to participate similarly to the North York Borough theme.
- They will learn the procedures and practices, participate in training and produce a commonality of the firefighting practices.
- Identification – Eagle is an entity of its own appointed by the municipalities of East Manchester and Mt. Wolf Borough through which they receive payment for Workers Comp for the volunteers.
- Eagle will continue to need to be funded by its local municipalities and do its own fundraising activities.
- Eagle will be affiliated with YAUFR; both parties will determine an identification insignia for uniforms, trucks and letterhead.
- Eagle's identification unit ID numbers will be changed to 89-6, which is a YAUFR designation, per the request of the volunteer company.
- Both Eagle's and YAUFR's equipment will be used during response.

**HOVIS** Solicitor Hovis noted that this agreement is an Operational Agreement between the two companies; however, it is important to approach East Manchester and Mt. Wolf Borough to seek agreement and understanding in order not to withdraw their financial support.

**MCCOY** Chief McCoy noted, from his perspective, the agreement is between YAUFR and Eagle Fire Company. It will not affect the fire service that is provided to Mt. Wolf Borough or East Manchester Township. We have been operating with the companies serving East Manchester over three years with an identical agreement. However, he still wanted the municipality's buy-in. Eagle is a strong company in the Township and there should be no reason for any municipality to remove their funding. Based on my previous experience with a similar issue, the removal of their funding may be extremely difficult politically for the municipality and may also increase YAUFR's response to the Township, which would need to be reviewed by the Chief.

**SCHENCK** Chairman Schenck noted that there should be a pro-active approach to the municipalities to make sure everyone has a correct understanding.

**HOVIS** Solicitor Hovis suggested that there be an acknowledgment page that all the parties understand the agreement that Eagle will continue to operate as an independent fire company and be primarily responsible to provide fire services within the municipalities.

**YINGLING** Chief Yingling commented that Eagle is contracted by the township. They provide the fire service but are located in Mt. Wolf Borough. This will be quickly communicated to the elected officials.

- HOVIS** Solicitor Hovis reiterated that their names will be added as signatories. He suggested that Chiefs McCoy and Yingling, along with a representative of both municipalities and himself meet and explain the process.
- MCCOY** Chief McCoy stated that Eagle is a strong volunteer fire company. They are getting out to fires; they have live-ins; people who do a great job, and they have built their membership. Chief McCoy has seen a tremendous change in Eagle over the past three years and feels they are the strong company in that area.
- SCHENCK** Chairman Schenck noted that volunteer firemen want to run calls. As a participating/affiliated volunteer station, they would have every opportunity to respond in YAUFR areas as well due to their training and affiliation.
- MCCOY** Chief McCoy responded that their members come and ride along on the fire trucks; officers ride with the Battalion Chiefs to get more Chief experience. He added that, unlike North York, Steve Miller is the Deputy Chief and remains the top Chief of Liberty Fire Company. The Borough of North York named Chief McCoy to be the Borough Fire Chief. With Eagle, Chief Yingling remains the contact with Mt. Wolf Borough and East Manchester Township and YAUFR is more of a support structure.
- HUNT** Mr. Hunt commented that it is an exciting opportunity with nothing but good in the future. He wanted to be sure of a formal presentation to all governing bodies. He asked if Chief McCoy was asking for approval this date.
- MCCOY** Chief McCoy responded that another revised version would be brought to the board for approval.
- PHAN** Ms. Phan asked about the ambulance that runs out of Eagle.
- YINGLING** Chief Yingling responded that the ambulance runs out of its own quarters on Devco Drive.

**12. NEW BUSINESS**

- A. Approval – 2015 Holiday Schedule

**MR. HUNT MOVED TO APPROVE THE 2015 HOLIDAY SCHEDULE. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- B. Approval – Advertisement of 2015 Fire Commission Meeting Schedule

**MR. HUNT MOVED TO APPROVE THE MEETING SCHEDULE FOR 2015 FIRE COMMISSION. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**



C. Approval – Advertisement of 2015 Fire Pension Meeting Schedule

**SCHENCK** Chairman Schenck stated that during a previous meeting there had been discussion about having the Fire Pension Board meeting only twice a year. The Solicitor had then suggested advertising for four and cancelling two closer to the time. Chairman Schenck stated agreement with the concept.

**MCCOY** Chief McCoy stated that the Fulton representative, Annette Hose suggested the dates of February and August, which would provide them having up-to-date information. In addition, the Commission had suggested a revised format that would cover the investment strategy and the performance, which would shorten the meeting somewhat. The time was suggested at 6:30 p.m.

**HUNT** Mr. Hunt questioned whether the Board of Commissioners was the appropriate body to approve the schedule of the Pension Board.

**MCCOY** Chief McCoy sent for Firefighter Mellon, the Pension Board representative, who was in the building. Chief McCoy briefed him concerning moving the Pension Board meetings from four to two, changing the time and with the importance of advertising the meeting schedule.

**MELLON** Rich Mellon stated he was in agreement with the suggestion.

**MR. HUNT MOVED TO APPROVE ADVERTISEMENT OF THE 2015 FIRE PENSION MEETING SCHEDULE. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**13. ADJOURNMENT**

**SCHENCK** Chairman Schenck reminded the board of the Executive Session to be held immediately following adjournment this date. He adjourned the meeting at 8:25 p.m.

Respectfully submitted,

*Signature on file at YAUFR Headquarters*

John Fullmer  
Secretary

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