

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

**DECEMBER 18, 2012
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, December 18, 2012 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Austin Hunt, Vice Chairman
Cara Beth Zortman
Don Bishop

MEMBERS NOT

IN ATTENDANCE: Richard Guyer, Spring Garden Township
John Fullmer, Secretary

ALSO IN

ATTENDANCE: Greg Maust, Spring Garden Township Manager
Mike King, Acting Solicitor
Robert McCoy, YAUFRR Chief
John Woods, YAUFRR
Dan Hoff, YAUFRR
Sandra Ratcliffe, YAUFRR
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 7 p.m.

A. Opening Ceremony

1. Pledge of Allegiance

SCHENCK Chairman Schenck led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SE3SSIONS

SCHENCK Chairman Schenck announced that an Executive Session had been held following the last meeting to discuss personnel issues. None had been scheduled for this date.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

KING Acting Solicitor Mike King stated he had nothing to report for Solicitor Hovis.

B. Robert McCoy, Fire Chief

MCCOY Chief McCoy stated he had nothing to report.

5. ACCOUNTS PAYABLE

A. Payable Listing as of November 30, 2012

MR. HUNT MOVED FOR APPROVAL OF THE PAYABLE LISTING OF NOVEMBER 30, 2012. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS AND CONTRACTS

A. Authorization to approve contract for Financial Audit Services conducted by Sager, Swisher and Company, LLP, for Calendar Year 2012 in an amount not to exceed \$9,500.00.

MR. BISHOP MOVED TO AUTHORIZE APPROVAL OF THE CONTRACT FOR AUDITING SERVICES FOR 2012 IN AN AMOUNT NOT TO EXCEED \$9,500.00. MOTION UNANIMOUSLY CARRIED.

7. COMMUNICATION FROM COMMISSIONERS

Strategic Planning

HUNT Mr. Hunt suggested that the board consider having some strategic planning sessions in order to have a specific plan for YAUFRR moving forward.

MCCOY Chief McCoy responded that the concept was an item he planned to pursue at the beginning of the year in search of a facilitator for discussion and then make recommendations to the board. He added that the item had been budgeted.

BISHOP Mr. Bishop agreed but added that there should be some expectations of the outcome.

HUNT Mr. Hunt noted that he envisioned having a working strategic plan document that could be referred to on a monthly basis. It would assist the board in determining whether goals are being achieved. He stated that YAUFRR is doing a good job on the tactical side, but the board continues to be challenged with the strategic questions/direction.

MCCOY Chief McCoy stated that one of the items for discussion would be regionalization and the expansion of the departments, and that would only be achievable with another's approval.

SCHENCK Chairman Schenck noted that he would not necessarily search for a fire-specific facilitator. The focus is where the board should be leading the organization for the next 10 years.

BISHOP Mr. Bishop noted that the strategic direction might be a process that would evolve over time and perhaps reviewing every quarter or every six months.

HUNT Mr. Hunt questioned who should participate and whether it would include board members, firefighters, other stake holders, township managers.

BISHOP Mr. Bishop responded that he thought it would need to be the commission first and perhaps expanding further at a later date.

MCCOY Chief McCoy agreed with the concept of sub-groups because it might be too broad in the beginning. He stated he would begin the process and provide an update.

Investment Policy Statement

BISHOP Mr. Bishop stated that, following the Fire Pension Board Meeting held earlier this date, he had been very critical of the Investment Policy Statement created for the Springettsbury Township Police Pension Board. He indicated that he felt it was overly restrictive but that it had not had a severe negative financial impact on the pensions. However, he did note that while it was unnecessarily restrictive it will be damaging over the long term.

8. COMMITTEE REPORTS

A. Volunteer Committee

MCCOY Chief McCoy reported that he met with Don Eckert, who appeared to be doing very well following his surgery. They have had several meetings regarding the new facility and are waiting for quotes from several vendors. Following that they will meet with the township again regarding the finances and hope to go out to bid in January.

9. RESOLUTIONS AND AGREEMENTS

A. Resolution 2012-05 – 2012 Year End Budget Amendments

MCCOY Chief McCoy reported that each year in December a reallocation of funds from surplus line items is moved to line items that were short. The action does not change the overall budget numbers for 2012.

MS. ZORTMAN MOVED THE BUDGET AMENDMENTS AS PRINTED. MOTION UNANIMOUSLY CARRIED.

B. Approval of Claims Administration Agreement with Significa Benefit Services, Inc.

MCCOY Chief McCoy reported that the agreement covers the new dental plan beginning January 1st. Solicitor Hovis had several comments with regard to the plan and had requested preliminary approval based on his comments.

KING Attorney King stated that if the board was ready to approve the agreement, he recommended it be approved contingent upon approval of the Solicitor.

MR. HUNT MOVED TO AUTHORIZE THE CHIEF TO EXECUTE THIS AGREEMENT CONTINGENT UPON APPROVAL OF THE SOLICITOR. MOTION UNANIMOUSLY CARRIED.

C. Approval of Business Associate Addendum Agreement with Significa Benefit Services, Inc.

MR. HUNT MOVED TO AUTHORIZE THE CHIEF TO EXECUTE THIS BUSINESS ASSOCIATE ADDENDUM AGREEMENT. MOTION UNANIMOUSLY CARRIED.

10. ACTION ON MINUTES

A. Approval of Minutes: September 18, 2012 – Special Budget Meeting

MS. ZORTMAN MOVED TO APPROVE THE MINUTES AS PRINTED OF THE SPECIAL BUDGET MEETING SEPTEMBER 18, 2012 MEETING. MOTION UNANIMOUSLY CARRIED.

B. Approval of Minutes: November 20, 2012 – Fire Commission Meeting

MR. HUNT MOVED TO APPROVE THE MINUTES AS SUBMITTED. MOTION UNANIMOUSLY CARRIED.

11. OLD BUSINESS

A. Discussion – 2013 Budget

MCCOY Chief McCoy provided an update item concerning Workers Compensation. New rates had been received for the volunteers and will be raised from \$17,000 a year to \$48,000 a year, which was not budgeted. Chief McCoy's recommendation would be, following the audit and prior to next year's budgeting, an adjustment will be necessary and could come out of the fund balance rather than sending funds back to the townships. That will be a decision by the board and will be brought forward during the budget process. The applications must be submitted to Swift by April 1st. He added that this is due to the cancer presumption.

SCHENCK Chairman Schenck commented on the question of who actually is a member, a firefighter, a volunteer.

HUNT Mr. Hunt suggested that there should be a clear roster of who is covered by this policy.

MCCOY Chief McCoy responded that they had been trying to maintain an active roster. Most of the operational firefighters are at Grantley, and the majority of the volunteers are fire police and EMS. They had been working with the memberships through the ID card process and refining the membership roster. He noted that there were a lot of unanswered questions.

12. NEW BUSINESS

A. Approval – 2013 Holiday Schedule

MR. BISHOP MOVED TO APPROVE THE NON-UNION HOLIDAY SCHEDULES. MOTION UNANIMOUSLY CARRIED.

B. Approval – Advertisement of 2013 Fire Commission Meeting Schedule

MR. BISHOP MOVED FOR APPROVAL OF ADVERTISEMENT OF 2013 FIRE COMMISSION MEETING SCHEDULE.

HUNT Mr. Hunt questioned whether the quarterly pension meeting should be included in the same document.

MCCOY Chief McCoy responded that he intended to discuss that with Solicitor Hovis, but he thought it would be a separate advertisement.

SCHENCK Chairman Schenck agreed that it likely would be a separate entity.

MOTION UNANIMOUSLY CARRIED.

MCCOY Chief McCoy suggested that the board approve the dates to be advertised based on the pension schedule.

MS. ZORTMAN MOVED TO ADVERTISE THE 2013 YAUFRR PENSION BOARD MEETINGS AS FOLLOWS: FEBRUARY 19, MAY 21, AUGUST 20, NOVEMBER 19, 2013. MOTION UNANIMOUSLY CARRIED.

13. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:35 p.m.

Respectfully submitted,

(Signature on file at YAUFRR Headquarters)

John Fullmer
Secretary

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