

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

**DECEMBER 20, 2016
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, December 20, 2016 at 7 p.m. at YAUFR Headquarters, 50 Commons Drive, York, PA 17402.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Austin Hunt, Vice Chairman
Eric Lehmayr
Cara Beth Zortman
Dave Brosend, Manchester Township

MEMBERS NOT

IN ATTENDANCE: Mark Swomley
Kathleen Phan
Lisa Wingert, Manchester Township

ALSO IN

ATTENDANCE: Dan Hoff, YAUFR Chief
Steve Hovis, Solicitor
Don Eckert, YAUFR
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

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

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that an Executive Session had been held following the last meeting to discuss contract negotiations and one will be held this date for personnel.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

HOVIS Solicitor Hovis reported that he received final comments from both townships last week on the alarm ordinance changes. Chief Hoff and Solicitor Hovis will meet

the first week after the new year to finalize the revisions. He indicated that if advertisement is approved, it might be presented during a March, 2017 meeting.

B. Daniel Hoff, Fire Chief

HOFF Chief Hoff reported that YAUFR had received a \$1,000 donation from Victory Bingo. He thanked Victory for the donation.

Chief Hoff reported the status of the agreement with North York Borough. A number of volunteers showed up at the meeting expressing dissatisfaction with the Borough for looking at the agreement with YAUFR. It was tabled until the next meeting. Chief Hoff commented to the Borough Council that, regardless of whether or not they approve the agreement, YAUFR will support them if they need assistance.

Chief Hoff reported that on Thursday, December 22nd, he will travel to Arlington, Virginia representing YAUFR at the Arlington Fire Academy graduation. One of the mutual aid members that he had been mentoring for a number of years is graduating from the Academy and asked him to pin her probie badge on her during the ceremony. YAUFR will be represented in Virginia.

Chief Hoff reported that Christmas donations had been given by the men and staff from all three townships in the amount of \$1,985 in an effort to give back to the community by “adopting” two families for Christmas. A sizeable donation was received from Greater York Local 2377 along with volunteer support from the Grantley Volunteer Fire Company.

HUNT Mr. Hunt asked whether there would be any issues with how the money will flow through YAUFR.

HOVIS Solicitor Hovis stated that because the donations were personally given, it had nothing to do with YAUFR.

HOFF Chief Hoff added that he had discussed the same matter with Solicitor Hovis to be sure there were no concerns.

HUNT Mr. Hunt questioned the Columbia Gas Grant that is flowing through Grantley Fire.

HOFF Chief Hoff responded that their donation for carbon monoxide detectors was made because Grantley was a 501c3 organization. YAUFR partnered with Grantley to get the detectors for the entire department. Details of the program for funding and units currently are being worked through by the Battalion Chief.

HOVIS Solicitor Hovis commented that it would be more clear if they purchase the unit and donate it to YAUFR. He added that it would be more beneficial for Columbia Gas if there were an audit to be sure it is legitimate.

5. ACCOUNTS PAYABLE

A. Payable Listing as of November 30, 2016

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

6. BIDS, PROPOSALS & CONTRACTS

There were none for action.

7. COMMUNICATION FROM COMMISSIONERS

ZORTMAN Ms. Zortman reported that Spring Garden Township has a new Commissioner, Mike Thomas.

8. COMMITTEE REPORTS

A. Volunteer Committee

ECKERT Don Eckert stated he had nothing special to report. He wished everybody a Merry Christmas and a good holiday.

HUNT Mr. Hunt commented on the Christmas lights.

HOFF Chief Hoff stated that he had encouraged the captains to allow stations to decorate if they wanted to show some Christmas spirit. They did a nice job at Victory too.

ECKERT Don Eckert stated that the volunteers provided the lights.

9. RESOLUTIONS AND AGREEMENTS

A. Resolution 2016-04 – 2016 Year End Budget Amendments

SCHENCK Chairman Schenck commented on Proposed Resolution for the year end budget amendments. The Resolution is to make minor adjustments so the budget balances in all the categories.

The Commission discussed the details of budget amendments, which were made so that none of the categories exceeded their line items.

HOVIS Solicitor Hovis indicated that there is no legal requirement to show end of year budget amendments. It came as the result of the previous manager's philosophy.

SCHENCK Chairman Schenck added that it had been a procedural requirement brought over from Springettsbury when Springettsbury was providing financial services.

RESOLUTION 2016-04 DIED FOR LACK OF A MOTION. NO ACTION WAS TAKEN.

10. ACTION ON MINUTES

A. Approval of Minutes: November 5, 2016 – Fire Commission Meeting

MS. ZORTMAN MOVED TO APPROVE MINUTES OF THE NOVEMBER 5TH COMMISSION MEETING. MR. HUNT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

11. OLD BUSINESS

A. Discussion – Bill Approval Process

SCHENCK Chairman Schenck had requested the Bill Approval Process matter to be placed on the agenda for discussion. He indicated there had been some confusion with regard to the formal approval process. Several main points were discussed:

- Two Commissioners (preferably the Chairman and Treasurer) to be designated to provide approval of checks, one as backup for the other.
- Emails for approval are sent to all Commissioners for information only. All Commissioners have check signing approvals in emergency situations.
- A Treasurer must be appointed; Eric Lehmayer willing to accept the responsibility.
- Spring Garden Township approved Eric Lehmayer as a Voting Member of the Commission.
- Alternate Commissioner position remains open.

MR. HUNT MOVED TO APPROVE ERIC LEHMAYER AS TREASURER FOR THE YAUFR COMMISSION. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

HOVIS Solicitor Hovis stated that there will be no confusion with having two with Chairman Schenck and Mr. Lehmayer committed to the bill paying process.

12. NEW BUSINESS

A. Approval – 2017 Holiday Schedule

MR. HUNT MOVED FOR APPROVAL OF THE 2017 HOLIDAY SCHEDULE PER CHIEF HOFF'S RECOMMENDATION. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

B. Approval – Advertisement of 2017 Fire Commission Meeting Schedule

MR. LEHMAYER MOVED TO APPROVE ADVERTISEMENT OF 2017 FIRE COMMISSION MEETING SCHEDULE. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

C. Approval – Advertisement of 2017 Fire Pension Meeting Schedule

MR. HUNT MOVED TO APPROVE ADVERTISEMENT OF THE 2017 FIRE PENSION MEETING SCHEDULE. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

13. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Signature on file at YAUFR Headquarters

Eric Lehmayr
Secretary

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