

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

**JULY 21, 2020  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, July 21, 2020 at 7:00 p.m. by Zoom technology, York, PA 17402.

**MEMBERS IN**

**ATTENDANCE:** Dan Rooney, Spring Garden Township  
Mike Thomas, Spring Garden Township  
Charles Wurster, Springettsbury Township  
Lisa Wingert, Manchester Township  
Deb McCune, Manchester Township

**MEMBERS NOT**

**IN ATTENDANCE:** Austin Hunt, Chairman  
George Dvoryak, Springettsbury Township  
Don Bishop, Springettsbury Township (Alternate)  
John Inch, Manchester Township

**ALSO IN**

**ATTENDANCE:** Daniel Hoff, YAUFR Chief  
Lisa Einsig, YAUFR  
Victoria Woods, Solicitor  
Jean Abreght, Stenographer

**1. CALL TO ORDER**

A. Opening Ceremony

1. Pledge of Allegiance

**ROONEY** Vice Chairman Dan Rooney called the meeting to order and led the Pledge of Allegiance.

**2. EXECUTIVE SESSIONS**

**ROONEY** Vice Chairman Rooney announced that there had been no Executive Sessions since the last meeting.

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Steve Hovis, Solicitor – Victoria Woods

**WOODS** Solicitor Victoria Woods stated there was nothing additional to report. She indicated that Solicitor Hovis had discussed the collection agreement, and Steve Kohler from their office had reviewed it. All comments and changes were incorporated, and it is ready for a vote.

B. Daniel Hoff, Fire Chief

**HOFF** Chief Hoff reported that he had been contacted by Pennsylvania Fire and Emergency Services Institute regarding participation in a statewide round table meeting next week regarding some proposed legislation that is being sponsored by Representative Kearney from Delaware County. It is in response to the SR6 Commission, which reviewed the provision of fire and emergency services throughout the Commonwealth and how it can be done better. There will be a roundtable discussion in which he will be involved and will center around regionalization of fire departments. Draft language had been created to enable Pennsylvania counties to establish fire authorities or fire and emergency service authorities to help promote regionalization.

Chief Hoff had discussed the opportunity with Solicitor Hovis since he had been instrumental in everything that had been done since the beginning of YAUFRR. He provided bullet point reminders of what they had moved through initially in dealing with the Commonwealth to create the Intergovernmental Cooperative, etc. Chief Hoff indicated he is looking forward to the opportunity to discuss the process and perhaps being part of something bigger in the state in the coming years.

**WURSTER** Mr. Wurster indicated his interest in legislation and offered to reach out to any state representatives.

**WINGERT** Ms. Wingert commented that Manchester Township's Board of Supervisors wrote a letter to Senator Kristen Philips Hill and Representative Gillespie in favor of repealing Act 43 due to negative responses received on Monday, July 6<sup>th</sup> regarding fireworks.

**HOFF** Chief Hoff added that YAUFRR had reached out to Representative Saylor and Representative Gillespie and ask them to take a hard look in support of either repealing the act altogether or at the very least amend it to give it some enforcement teeth because right now it has none. If someone would spend hundreds or thousands of dollars to have a party and have fireworks, a \$100 fine really is not a deterrent to doing things illegally.

**5. ACCOUNTS PAYABLE**

A. Payable Listing as of June 30, 2020

**MS. WINGERT MOVED TO APPROVE THE PAYABLES AS SUBMITTED BY THE CHIEF. (\$171,054.02 plus \$37,642.06 = \$208,696.08) MR. WURSTER WAS SECOND.**

A lengthy discussion took place concerning the processes and the amount to be approved.

- There were several different number additions to be included but the numbers were different.

- Based on Solicitor Woods' recommendation it was determined not to include an exact number.
- Mr. Dvoryak approves the Bill Pay; Ms. Wingert reviews it and acknowledges that to Ms. Einsig.
- Solicitor Woods recommended approving Accounts Payable as listed as of June 30, 2020.

**ROONEY** Mr. Rooney suggested that the matter of approving Accounts Payable be revisited during the August meeting in order to clarify the amount that is submitted for approval.

**MOTION UNANIMOUSLY CARRIED.**

**WINGERT** Ms. Wingert questioned Chief Hoff on the process where Ms. Einsig sends payables out for approval, she reviews them, checks the dollar amount and approves it. She emails it back. She asked if all the Commissioners should be approving them.

**EINSIG** Ms. Einsig responded that it had been at least two people who approve the Bill Pay. It is normally only Ms. Wingert, who always returns her approval by email. Following that Mr. Dvoryak does the approval on the banking side.

**ROONEY** Mr. Rooney questioned whether everyone needed to respond. He thought the email was more informational.

**WOODS** Solicitor Woods indicated that in theory all the Commissioners have to approve the expense. In actuality the Commissioners ratify it during the Commission meeting.

**WURSTER** Mr. Wurster noted that there are two eyes on the checks with Ms. Wingert and Mr. Dvoryak. That provides the dual signature control and the approval of the payments. He added that there is enough control in that all Commissioners do not need to be voting on all those invoices. The Commission is ratifying the efforts of Ms. Wingert and Mr. Dvoryak.

**ROONEY** Mr. Rooney noted he would be covering the next payroll as Mr. Dvoryak will be on vacation. He will be looking at it more closely as he had not had to move through the process. He was glad for the discussion.

**EINSIG** Ms. Einsig stated for Mr. Rooney's information, the email will be coming out on Friday morning. It states what the check run is, and she will change it from Mr. Dvoryak to Mr. Rooney to approve the payments through Business Bill Pay.

**6. BIDS, PROPOSALS & CONTRACTS**

There were none for action.

**7. COMMUNICATION FROM COMMISSIONERS**

**WINGERT** Ms. Wingert questioned whether the next meeting could be in person and whether those who would not be comfortable could join by Zoom.

**WOODS** Solicitor Woods indicated that the meeting would be scheduled one way or another. It would either be by Zoom or in person.

**WURSTER** Mr. Wurster questioned whether that was Case law or by Statute.

**WOODS** Solicitor Woods responded it was Statute.

**WINGERT** Ms. Wingert questioned whether it was something that the Commission could vote on the week prior to the meeting predicated on current direction in York.

**HOFF** Chief Hoff responded that he would be in favor of doing that. He had hoped that the meeting this date would be in person. With the exception of meetings where special recognitions are taking place, the room would not be full so that social distancing could be in place.

**WURSTER** Mr. Wurster understood but questioned what the compelling reason would be to meet in person with the flexibility and resources available with Zoom.

**HOFF** Chief Hoff responded that he likes the personal contact. In addition, he believes there is more productivity with an in-person meeting.

**THOMAS** Mr. Thomas commented that he had not received any notification of the YAUFRR meetings. He asked if there is a YAUFRR email address for him.

**HOFF** Chief Hoff responded that several months ago email addresses for all the Commissioners had been established in order to keep YAUFRR business clear of any right-to-know discovery. He indicated to Mr. Thomas that if he had not yet signed in, to give him a call and they will take care of him.

**8. COMMITTEE REPORTS**

**A. Volunteer Committee**

**HOFF** Chief Hoff indicated that Paul Grubbs was not present. However, a virtual meeting had been planned for tomorrow (7/22/20), but it was postponed until August due to some scheduling difficulties. Discussions will be held with an insurance representative to discuss the benefits possibly of coming together with all of the volunteer companies under one policy. Hopefully after the August meeting there can be a better report.

**B. Pension Sub-Committee**

**RHOADS** Lester Rhoads reported that the committee is waiting for some responses from Fulton Bank on policy verbiage and investment questions after a meeting held several weeks ago.

**WURSTER** Mr. Wurster reported that Elizabeth Peris at Fulton Financial Advisors had been close to completing her work; however, there had been a family emergency so there is no response yet. He hoped to hear something soon and he will keep Messrs. Dvoryak and Rhoads informed on any progress. The sub-committee thought the initial proposals from Fulton were slightly too liberal in terms of the equity concentrations, and they were requested to dial that back along with clarity on some of their other points. They hope to have the refined package back in time for an August review.

**9. RESOLUTIONS AND AGREEMENTS**

There were none for action.

**10. ACTION ON MINUTES**

A. Approval of Minutes: June 18, 2020 Fire Commission Meeting

**MR. THOMAS MOVED FOR APPROVAL OF THE MINUTES. MS. WINGERT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. OLD BUSINESS**

A. Discussion – Fire Department Billing Proposal

**HOFF** Chief Hoff reported that, following the June meeting he had been directed to go back to Pennsylvania Fire Recovery and inquire whether or not just motor vehicle related incidents could be billed. The answer was absolutely, no problem. It is entered into the Records Management System as a different call type with a different number.

Chief Hoff prepared a memo to demonstrate the projected revenue. Based on YAUFRR's numbers, it is expected about a 44-1/2 % to 45% collection rate. The YAUFRR requirement is minimal to capture more information for the reports at the scene. He had sent a copy of the Standard Billing Services Agreement that had been provided for Solicitor Hovis' suggestions and opinion. Stock and Leader provided one rewritten for approval, which had been verbally agreed to by Pennsylvania Fire Recovery.

**ROONEY** Mr. Rooney questioned how a resident who is involved in an incident will be differentiated and not billed. He asked if there was a method for accurately handling that.

**HOFF** Chief Hoff responded that his understanding from Solicitor Hovis was that if only certain call types are billed, everyone under that call type would be billed. However, if the incident is on the highway, specifically Route 30 or I-83, where

one lives will not matter since the insurance is getting billed and YAUFRR is not going to pursue residents. That was one thing Chief Hoff had made clear.

**WURSTER** Mr. Wurster questioned what Pennsylvania Fire Recovery will receive.

**HOFF** Chief Hoff responded that they would get 15%. If the claim goes longer then they would send more correspondence and have more time invested with the insurance company, then the higher amount would come into play of 35%.

**WURSTER** Mr. Wurster questioned whether Chief Hoff could see any downside/negatives from a physical or legal perspective.

**HOFF** Chief Hoff responded that he did not. He had asked the provider and his colleagues whether they had received any complaints or pushback but there were none reported.

**WURSTER** Mr. Wurster questioned whether it would be an item to announce through a press release although discussing it in a public meeting is no secret.

**HOFF** Chief Hoff added that residents will be charged if they are in a vehicle incident. There are four different incident types: accidents with injuries, accidents with no injuries, entrapments/extrication, and general vehicle cleanup.

**WOODS** Solicitor Woods noted that unless a distinction can be demonstrated between the people who are and are not being charged, there is a risk of a treatment problem where all people are not treated the same.

**WINGERT** Ms. Wingert noted that for transparency it could be put in the Chief's newsletter.

**HOFF** Chief Hoff thought the newsletter would be a good idea as it is released to the public. It is posted on line and actually e-mailed county-wide.

**WURSTER** Mr. Wurster thought it would be a great opportunity to promote safe driving.

**ROONEY** Mr. Rooney noted that some insurance plans that might charge their insure a co-pay or deductible for the cost.

**HOFF** Chief Hoff indicated there would be a possibility that as the result of the accident somebody's insurance rates could go up. That will happen whether the fire department bills or not.

**ROONEY** Mr. Rooney questioned whether the agreement addresses insurance that does not collect. YAUFRR has determined not to pursue any resident.

**HOFF** Chief Hoff noted that the agreement can be terminated within 30 days if YAUFRR is not satisfied with the service.

**WOODS** Solicitor Woods indicated that the agreement addresses that YAUFR agrees to bill third party insurers.

**MR. WURSTER MOVED TO APPROVE THE BILLING SERVICES AGREEMENT AND AUTHORIZE CHIEF HOFF TO EXECUTE THE AGREEMENT ON BEHALF OF THE OFFER AS PRESENTED. MS. WINGERT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**12. NEW BUSINESS**

There was no new business to discuss.

**13. ADJOURNMENT**

**MR. WURSTER MOVED TO ADJOURN. MS. WINGERT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**ROONEY** Vice Chairman Dan Rooney adjourned the meeting at 8 p.m.

Respectfully submitted,

*Signature on file at YAUFR Headquarters*

Charles Wurster  
Secretary

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