

**YORK AREA UNITED FIRE AND RESCUE COMMISSION
JOINT BUDGET SPECIAL MEETING**

**SEPTEMBER 15, 2020
APPROVED**

The York Area United Fire and Rescue Commission held a Joint Budget Special Meeting on Tuesday, September 15, 2020 at 6:00 p.m. at YAUFR Headquarters, 50 Commons Drive, York, PA 17402.

MEMBERS IN

ATTENDANCE: Austin Hunt, Spring Garden Township, Chairman
Charles Wurster, Springettsbury Township, Secretary
George Dvoryak, Springettsbury Township Supervisor, Treasurer
Lisa Wingert, Manchester Township Commissioner
Tim James, Manchester Township Manager
John Inch, Manchester Township Commissioner
Dan Rooney, Spring Garden Township Commissioner, Vice Chairman
Mike Thomas, Spring Garden Township Commissioner
Tom Gwilt, Spring Garden Township Commissioner
John Luciani, Spring Garden Township Commissioner
Marcy Krum-Tinsley, Spring Garden Township Manager

ALSO IN

ATTENDANCE: Dan Hoff, Chief
Victoria Woods, Solicitor
Krista Gardner, Stambaugh Ness
Lisa Einsig, YAUFR
Bob Gundlach, YAUFR
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

2. INTRODUCTION AND PURPOSE BY CHAIRMAN HUNT

HUNT Chairman Austin Hunt called the meeting to order. He dispensed with leading the Pledge of Allegiance due to the necessary Zoom meeting.

3. 2021 BUDGET PRESENTATION

A. Chief Hoff

HOFF Chief Hoff thanked everyone for attending virtually. He stated he was honored to serve as Fire Chief and considers it a privilege to lead what he believes to be the best, most capable group of First Responders anywhere in this state. He cited the Mission, Vision and Value Statement. He provided a review of the fire service in 2020.

Each representative of the member municipalities had received a detailed copy of the proposed 2021 budget for reference.

HOFF

Chief Hoff stated that YAUFR will begin to go through a Strategic Planning Process during 2021. They are looking to reach out to the municipal leaders, board members, leaders from the community businesses and private citizens to assist in the creation of a document that will extend for the next five years.

YAUFR PROPOSED BUDGET 2021

Operational Budget Summary – Current budget year \$8,288,499; Proposed 2021 Budget increases by 3.3% (employee costs) to \$8,563,384 million. Personnel costs drive the budget by 87.37%. Estimated employee costs total \$313,107; total budgetary increase is \$274,885. Costs reduced from current year by about \$99,722. Operational costs of \$1 million make up 12% of the budget.

Estimated Revenues – Slightly larger increase is estimated in insurance reimbursement. In addition, with the advent of the new insurance billing process, it is estimated that a non-municipal revenue increase of 2% will be realized over 2020. During 2020 non-municipal sources provided 9%; currently it is 11%. This will help offset some revenue needs.

Capital Plan –The Capital Plan is the traditional or annual payment for the apparatus capital purchase plan plus an additional \$10,000 for hose. That is over and above what we are putting in the budget operationally. Because of the AFG Award and how that money was handled, the down payment for the Self-Contained Breathing Apparatus will be coming out this year. As a result nothing will be shown in the Capital Plan to offset the cost for the Capital Purchase in 2021.

The Unfunded Liability Pension Costs – For 2020 Springettsbury's costs went up approximately \$8,000 and Manchester's came down by approximately \$8,000. Manchester has fewer people receiving benefits at this point in time, whereas Springettsbury has more people receiving benefits than paying in, and that's the gist of the difference between the two.

Excess Cash Balance - In 2018, the Commission decided to zero out the cash drawer with regard to the Fund Balance. It was determined that there must be a different way to come up with the formula or that calculation,. Krista Gardner of Stambaugh Ness was able to provide the formula. The revised policy specifies that the determination of Excess Cash (formerly called Fund Balance) because we're calculating that as of 12/31; or whatever is left in the cash drawer. The determination of Excess Cash will come at the conclusion of the year and financial bookkeeping and the audit is completed, and it will be credited in the last two invoices for the year to each of the municipalities. For 2020, the

calculated Excess Cash credits amounted to a total of \$451,982. Based on the funding formula what came to Manchester Township is \$171,753 credited at the end of the year; Springettsbury \$167,233, and Spring Garden \$112,996.

Requested Contributions for 2021 – Operational Budget for Springettsbury Township \$2,839,003. The Pension Liability/Unfunded Liability is \$175,847; their share of the Capital Contribution of \$192,977 takes it to \$3,199,728, an increase of \$98,000 from 2020. Spring Garden Township, at 25% of the Operational Budget plus its 25% share of the Capital Budget; no Unfunded Liability to be concerned with, so Spring Garden is asked to contribute \$2,043,163, an increase of \$58,737 over the 2020 budget request. Manchester Township's Unfunded Liability has been reduced from the previous two years \$3,164,817, which is the total requested amount for which is an increase of \$79,108 over our request for 2020.

HOFF Chief Hoff noted that the staff did a very good job with preparing the budget, controlling the costs as much as possible that were not personnel related. He offered to respond to questions.

B. Comments from Joint Board

There were no comments.

C. Comments from Citizens

There were no citizen comments.

HUNT Chairman Hunt noted there were several things he'd like to elaborate on for the Supervisors and Commissioners that are not part of YAUFR Board. There may be questions from your residents as to why YAUFR is billing them for fire department services. There have been several discussions, and the determination by the board was that basic property fire protection should be supported by property tax and municipal income. From that it was decided to only focus on vehicle incidents for the insurance reimbursement. The logic there is that a substantial portion of the vehicles entering into the YAUFR region are most likely from outside of the region and are not property taxpayers or residents of the region. Chief Hoff had noted earlier that fire suppression on a property is primarily breathing air and water whereas responding to a vehicle incident usually takes more consumables. Consumable costs per incident are higher with vehicle incidents, and it is more likely that it is a non-resident, a non-YAUFR region taxpayer that is using those services.

4. ACTION ON PROPOSED BUDGET

HUNT Chairman Hunt requested Solicitor Victoria Woods to provide a brief overview of the next steps for the municipalities.

WOODS Solicitor Woods indicated that now that everyone had seen the budget presentation, it will go back to the townships to review and to approve by the end of the year. If three-quarters of the townships don't approve this new budget, the previous budget will remain the budget that's in place.

HUNT Chairman Hunt mentioned that the budget is full of numbers. Municipal boards and Managers are encouraged to review the numbers and ask questions of the Chief. The YAUFR board had reviewed it and indicated that it is fair. They did not ask for anything they don't need, and it is very competitive when compared to other peer departments of similar size and region.

5. ADJOURNMENT

HUNT Chairman Hunt adjourned the Special Meeting at 7 p.m.

Respectfully submitted,

Signature on file at YAUFR Headquarters

Charles Wurster
Secretary

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