

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

**MAY 17, 2022  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, May 17, 2022 at 7:00 p.m. at YAUFR.Headquarters, 50 Commons Drive, York PA

**MEMBERS IN**

**ATTENDANCE:** Dan Rooney, Spring Garden Township, Chairman  
Austin Hunt, Vice Chairman  
Deb McCune, Manchester Township, Treasurer  
Charles Wurster, Springettsbury Township, Secretary  
George Dvoryak, Springettsbury Township  
Don Bishop, Springettsbury Township (via Zoom)  
Tom Gwilt, Spring Garden Township  
John Inch, Manchester Township

**NOT PRESENT:** George Dvoryak, Springettsbury Township

**ALSO IN**

**ATTENDANCE:** Daniel Hoff, YAUFR Chief  
Steve Hovis, Solicitor  
Dave Kane  
Lester Rhoads  
Paul Grubbs, YAUFR  
Sue Sipe, Stenographer

**1. CALL TO ORDER**

A. Opening Ceremony

1. Pledge of Allegiance

**ROONEY** Chairman Rooney called the meeting to order. He led the Pledge of Allegiance.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**ROONEY** Chairman Rooney announced there would not be an Executive Session following the meeting.

**3. COMMUNICATION FROM CITIZENS**

There were none.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Solicitor Steven Hovis

**HOVIS** Solicitor Hovis stated he had nothing to add to the report.

B. Daniel Hoff, Fire Chief

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- HOFF** Chief Hoff stated three recognitions would be held at the next meeting.
- HUNT** Mr. Hunt asked for clarification on Major Equipment Item A listed on Chief Hoff's report. He inquired about the statement "the 2018 engines have reached the limit of their three-year warranties".
- HOFF** Chief Hoff indicated the warranty on this apparatus is three years which has expired. He noted presently the manufacturer is taking care of minor issues under the warranty.
- HUNT** Mr. Hunt referred to impromptu meetings held with the staff, asking if there was anything to report about those meetings.
- HOFF** Chief Hoff indicated the meetings were scheduled with the intent to provide an opportunity for him to provide current information to the employees and allow them to voice concerns or ask any questions.
- HUNT** Mr. Hunt referred to Item 7 "Incident Billing" asking if there would be a way to look at the account to project how long it takes from submittal to payment. He asked Mr. Wurster if a system could be developed to determine collection time period and percentage.
- WURSTER** Mr. Wurster stated that would be possible as every time a claim was filed it would be registered on a spreadsheet to keep track of the date the claim was filed and then the date of payout.
- HOFF** Chief Hoff indicated they provide log in screens for each invoice sent and show when the first notice was sent, the second and third and when it was paid.
- Discussion was held regarding developing a system to record how long an invoice is retained and how to benchmark success in collecting overdue invoices. Mr. Wurster offered to assist Chief Hoff in reviewing the process.
- HUNT** Mr. Hunt commented on Fire Codes Item A in Chief Hoff's report in trying to coordinate everyone with the building code.
- HOFF** Chief Hoff stated within the last month there was a meeting with the Manchester Township manager and zoning officer related to issues with one of the hotels. Manchester Township was referencing a 1993 version of the building code and it was making it difficult for them to enforce that code as far as the ownership of the hotel bringing things up to an acceptable level. There was a cease-and-desist order with the hotel. The primary issue was the suppression system and the alarm system was not up to code and was not operating. As a result of the meeting, Manchester Township is moving towards updating to the 2018 version of the International Fire Code which is the most recent version. Chief Hoff also noted Spring Garden Township had the same issues which were discussed at a recent meeting.
- Chief Hoff stated it was important to note each township has adopted the Uniform Construction Code but from the Fire Prevention Code standpoint, Spring Garden and Manchester Township adopted the building code which has not been published since

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1999. He indicated when Springettsbury Township adopted the UCC they repealed the International Fire Code. Consequently, for new and permitted construction, everything falls under the UCC, but from the standpoint of operational education and enforcement there is nothing to apply. He noted as it stands now, the Manchester solicitor is developing a draft ordinance which is also being developed for Spring Garden. The next step will be discussing this with Springettsbury Township.

**HUNT** Mr. Hunt referred to Meetings and Special Events as indicated in Chief Hoff's report noting Chief Hoff indicated he met with a lieutenant candidate.

**HOFF** Chief Hoff stated Firefighter Celeste Jones was appointed for Manchester Township.

**ROONEY** Chairman Rooney commented on the year-to-date property loss for 2021-2022 which he noted was a large amount.

**HOFF** Chief Hoff indicated that occurred due to a major fire at the Penn Waste recycling center in March.

**HUNT** Mr. Hunt commended Chief Hoff on the turnout and travel time which has continued to decrease.

Mr. Hunt asked Chief Hoff to provide explanation on Page 6 regarding panels.

**HOFF** Chief Hoff explained the incidents referred to on the panels are primary structure fires, which are broken down by six-hour blocks. He noted if it is green they are hitting the set benchmarks. The call processing is out of their hands. They are still having some issues at the 911 Center while they were understaffed, they had to implement the Emergency Fire Dispatch system. Staffing issues are improving.

**5. ACCOUNTS PAYABLE**

A. Payable Listing as of April 30, 2022

**MR. HUNT MOVED TO APPROVE THE PAYABLE LISTING AS OF APRIL 30, 2022. MR. WURSTER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**6. BIDS, PROPOSALS & CONTRACTS**

There were none.

**7. COMMUNICATION FROM COMMISSIONERS**

**WURSTER** Mr. Wurster indicated he had the opportunity to represent Springettsbury Township at the Pennsylvania State Association of Township Supervisors Annual Convention and Conference held in April. During that session he participated in one of the programs on volunteer firefighters led by William Jenaway, Ph.D. who is a township supervisor in Upper Merion Township. Mr. Wurster stated he ascertained it is possible to increase the number of volunteer firefighters through live-in programs and there are successful organizations throughout the Commonwealth specifically in southeast Pennsylvania.

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This includes a stipend program for volunteers. Also noted was in order to attract these volunteer firefighters the marketing approach has to shift to a digital marketing effort to promote and encourage volunteers.

**HUNT** Mr. Hunt recognized the passing of Jean Abreght, May 11, who was stenographer for YAUFR for many years. Both he and Chief Hoff acknowledged Jean as a good person and a friend of YAUFR for many years.

**8. COMMITTEE REPORTS**

A. Volunteer Committee

**GRUBBS** Mr. Grubbs stated a meeting will be held tomorrow evening.

**9. RESOLUTIONS AND AGREEMENTS**

There were none.

**10. ACTION ON MINUTES**

A. Approval of Minutes – April 19, 2022 – Fire Commission Meeting

**MR. DVORYAK MOVED TO APPROVE THE MINUTES OF APRIL 19, 2022 AS SUBMITTED. MR. GWILT WAS SECOND. MOTION WAS CARRIED.**

**11. OLD BUSINESS**

There was none.

**12. NEW BUSINESS**

**HOFF** Chief Hoff indicated by the June meeting they will have several informative presentations available to share with the commissioners to better explain the routine duties of the fire departments.

**12. ADJOURNMENT**

**ROONEY** Chairman Rooney adjourned the meeting at 7:42 p.m.

Respectfully submitted,

*Signature on file at YAUFR Headquarters*

Charles Wurster  
Secretary

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