

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

**FEBRUARY 20, 2024
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, February 20, 2024 at 7:00 p.m. at YAUFRR Headquarters, 50 Commons Drive, York PA

MEMBERS IN

ATTENDANCE: Dan Rooney, Chairman, Spring Garden Township
Deb McCune, Vice Chairperson, Manchester Township
Craig Miller, Manchester Township
Thomas Gwilt, Secretary, Spring Garden Township
Mark Swomley, Springettsbury Township
George Dvoryak, Springettsbury Township
Don Bishop, Springettsbury Township

ALSO IN

ATTENDANCE: Daniel Hoff, YAUFRR Chief
Stephen Hovis, Solicitor
Ed Morin, YAUFRR
Aaron Eckert, YAUFRR
Paul Grubbs, YAUFRR
Charles Wurster, Springettsbury Township
Sue Sipe, Stenographer

CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

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

- B. Reorganization of 2023 Officers
- Chairman – Daniel Rooney
 - Vice Chairman – Debra McCune
 - Treasurer – Andy Seebold
 - Secretary – Thomas Gwilt

ROONEY Chairman Rooney turned the meeting over to Solicitor Hovis

HOVIS Solicitor Hovis explained the procedure to elect/re-elect officers for 2024. He opened the floor for nominations for the position of Chairman.

MR. DVORYAK NOMINATED MARK SWOMLEY AS CHAIRMAN.

MS. McCUNE NOMINATED DAN ROONEY.

MR. BISHOP NOMINATED DEB McCUNE.

BY ROLL CALL VOTE DAN ROONEY WAS ELECTED TO CHAIRMAN.

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HOVIS Solicitor Hovis turned the meeting over to Chairman Dan Rooney for the election of Vice Chairman, Treasurer and Secretary.

**MR. GWILT NOMINATED DEB McCUNE TO SERVE AS VICE CHAIRMAN.
MR. DVORYAK NOMINATED MARK SWOMLEY.**

BY ROLL CALL VOTE DEB McCUNE WAS ELECTED TO VICE CHAIRMAN.

MR. DVORYAK NOMINATED THOMAS GWILT TO SERVE AS TREASURER.

GWILT Mr. Gwilt declined the nomination.

Discussion was held as to the duties of the Treasurer. It was determined an inquiry is needed as to the banking regulations with the depository. Based on those findings, it was determined the Commission could change the policy accordingly.

CHAIRMAN ROONEY NOMINATED DON BISHOP AS TREASURER.

BY ROLL CALL VOTE DON BISHOP WAS ELECTED AS TREASURER.

**MS. McCUNE NOMINATED THOMAS GWILT TO SERVE AS SECRETARY.
NOMINATION UNANIMOUSLY CARRIED.**

Announcement of 2024 Officers

- Chairman – Daniel Rooney
- Vice Chairman – Deb McCune
- Treasurer – Don Bishop
- Secretary – Thomas Gwilt

C. Employee Recognitions

HOFF Chief Hoff provided highlights from 2023 indicating there were 13,000 manhours of training. Over 4,621 dispatched incidents were reported for the year and 1,183 pre-plans were accomplished.

Recognition of firefighters who have achieved a significant anniversary:

5 Years of Service

Firefighter Brandon Banks
Firefighter Frank Wirth III
Firefighter Nicholas Serikstad
Firefighter Travis Ort
Administrative Assistant – Laurie Noel

10 Years of Service

Firefighter Chad McCullough
Captain Pat Mooney

15 Years of Service

Lieutenant Chris Mowry
Lieutenant Todd Kroh
Captain Steve Vrabel
Battalion Chief Matt Russ

20 Years of Service

Captain Matthew Brown
Battalion Chief William Blackwell
Battalion Chief Joe Madzellan

30 Years of Service

Firefighter Joe Stoppard

Recognition of Two Instances of Clinical Saves

Engine 893 Crew from June 11, 2023 – Brandon Banks and Frank Wirth
The narrative of their report was read which involved a 73 year old male in cardiac arrest.

Engine 893 Crew from September 2, 2023 – Ed Morin and Julie Schrum
The crew was dispatched for a seizure patient at Rocky Ridge Park. While enroute the incident escalated to a cardiac arrest. The narrative of their report was read.

Battalion Chiefs Award

Nominated by the Lieutenants and Captains and voted upon by the Battalion Chiefs

Firefighter Chad McCullough

Chief Hoff provided highlights of all the accomplishments of Firefighter McCullough recognizing his commitment and dedication to YAUFRR.

Firefighter Travis Ort

Chief Hoff provided highlights of the accomplishments of Firefighter Ort noting he has been with the department for five years and has made an indelible mark on the organization. He is a trained and certified emergency vehicle technician.

Fire Chiefs Award

Nominated by the Battalion Chiefs and selected by Chief Hoff. The Battalion Chiefs were unanimous in their selection.

Lieutenant Aaron Eckert

He joined the Springettsbury Township Fire Department in 2007 at the age of 22. This year will be his 17th year of service with YAUFRR. Chief Hoff spoke to Lieutenant Eckert's accomplishments and dedication to the department.

Chief Hoff recognized the skill and talents of the YAUFRR team. He stated it is an honor and a privilege to be their Chief.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

Chairperson Rooney announced there would not be an Executive Session following the meeting.

3. PUBLIC COMMENT

There was none.

4. MANAGEMENT/ATTORNEY REPORTS

A. Solicitor Steve Hovis

HOVIS Solicitor Hovis stated he had no report. He acknowledged Solicitor Tilley for serving YAUFRR during the past year.

B. Daniel Hoff, Fire Chief

HOFF Chief Hoff stated their crews will be back into the Grantley Station by the end of the week. There is still work to be done on the EMS Bay.

Chief Hoff also noted long-time volunteer with Manchester Township and Springettsbury Township, Robert Straw passed away. Chief Hoff indicated Mr. Straw created the office of Emergency Management in York and was the Emergency Management Coordinator for the County. He was also the Manager of Disaster Services for Red Cross.

5. ACCOUNTS PAYABLE

A. Approve: Payable listing as of December 31, 2023

B. Approve: Payable listing as of January 31, 2024

MR. DVORYAK MOVED TO APPROVE THE PAYABLE LISTING FOR DECEMBER 31, 2023 AND JANUARY 31, 2024. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS & CONTRACTS

There were none.

7. COMMUNICATION FROM COMMISSIONERS

BISHOP Mr. Bishop asked about the procedure for appointing the Solicitor.

HOVIS Solicitor Hovis indicated the Commissioners appoint the Solicitor. Discussion was held as to the procedure.

SWOMLEY Mr. Swomley commented about the resolution to be adopted for the Pension Board members and firefighters as to when that should occur.

HOVIS Solicitor Hovis stated under the new Sunshine Law rules and regulations amending the agenda is limited to adding items which have a monetary or diminimus impact monetarily. Since the appointment of a solicitor or board members has no diminimus impact, the agenda could be amended to include appointment of the pension board members by motion.

Solicitor Hovis agreed the Pension Board members and firefighters could be voted upon during this meeting under New Business. Then at the next Pension Board meeting the election of officers would be held.

BISHOP Mr. Bishop asked how the agenda is prepared and who creates the content.

HOFF Chief Hoff stated he and Ms. Einsig add items from the previous agenda that require follow-up. As new items are determined requiring action from the Commission they are added. He noted if the Commission members have items they want to be included on the agenda they should forward them to Chief Hoff.

HOVIS Solicitor Hovis concurred and added if Commissioners want an item included, they can also forward it to the Chairman who coordinates the ultimate agenda.

BISHOP Mr. Bishop asked if there is any formal orientation process for new Commissioners.

McCUNE Ms. McCune indicated that Chief Hoff has met with new Commissioners and provided information about the fire services.

HOFF Chief Hoff stated although there is no formalized process, he is always available to talk to new Commissioners.

BISHOP Mr. Bishop recommended an administrator contact new Commissioners to advise them of the resources available and receive other instruction.

Everyone was in agreement with that direction.

BISHOP Mr. Bishop asked about the Zoom meeting requirements for YAUFR.

HOVIS Solicitor Hovis stated a policy was adopted for remote participation. A member can participate in the meeting remotely, however, in constituting a quorum of the body a quorum must be present in the meeting room. A remote participant must be heard in the room and they must be able to hear what is being said in the meeting. They would be permitted to vote on matters brought up at that point in time.

BISHOP Mr. Bishop asked if a copy of the policy could be obtained and put it on the agenda for the next meeting for discussion.

BISHOP Mr. Bishop commented on the list of all the members of the Commission, and noted the end of term for members of Manchester Township is not listed.

McCUNE Ms. McCune indicated an error occurred where the manager had listed incorrect dates for terms expired. She noted she will get that corrected.

ROONEY Chairman Rooney reported on an incident which occurred at his church where a woman fell which caused a head injury. He commended the ambulance service at Victory for their quick response.

Chairman Rooney commented there are three elected Commission members from the Springettsbury Township Board.

HOVIS Solicitor Hovis explained the appointed Springettsbury members are official members of the YAUFRC Commission, but do not constitute a quorum. He noted they do constitute a quorum of the Springettsbury Township Board which does not prohibit them from social interaction. However, they would be prohibited from deliberating official Springettsbury Township business.

8. COMMITTEE REPORTS

A. Volunteer Committee

GRUBBS Mr. Grubbs stated he had no report.

B. Personnel Committee

McCUNE Ms. McCune noted she is currently the only member of the Committee. She noted Mr. Wurster is serving as an alternate member.

Discussion was held as to whether the Personnel Committee should continue on an on-going basis.

HOVIS Solicitor Hovis commented personnel issues may come up from time to time between meetings, so recommended to retain it as a standing committee.

McCUNE Ms. McCune stated they discussed having a standing committee with representatives from each of the Townships.

Mr. Swomley and Chairman Rooney volunteered to be on the Personnel Committee, with Ms. McCune as acting Chairperson.

9. RESOLUTIONS AND AGREEMENTS

There were none.

10. APPROVAL OF MINUTES – DECEMBER 19, 2023 COMMISSION MEETING

MS. McCUNE MOVED TO APPROVE THE MINUTES OF DECEMBER 19, 2023 FOR THE COMMISSION MEETING AS AMENDED. MR. DVORYAK WAS SECOND. MOTION PASSED. (1 ABSTENTION – CHAIRMAN ROONEY WAS NOT PRESENT.)

11. OLD BUSINESS

A. Discussion: Full-Time Non-Union Staff PMRS Cash Balance Plan

HOFF Chief Hoff stated there is nothing to report at this time as they are waiting on a draft document from PMRS. Tabled for the next meeting.

B. Discussion/Approve: Apparatus Financing Options

HOFF Chief Hoff stated at the December meeting the Commission voted to move forward with the apparatus order with discussion on financing options. He noted at the December meeting, Mr. Brad Meyers with Leasing 2 presented his proposal for financing the apparatus order. Based on the feedback from the Commission, Chief Hoff met with the three Township Managers and their finance personnel, and was asked to explore other options. He reached out to Fulton Bank and they provided their representative, Scott Monteith who developed an alternative plan.

MONTEITH Mr. Monteith stated he has been with the Fulton Bank for more than 35 years. He presented a spreadsheet which provides another option instead of an initial loan. He explained the breakdown of how it would be divided among the Townships providing the following information:

- Total Annual collections of \$1.03 million with a breakdown of the contribution for each Township each year
- Total collections - \$6.1 million
- Starting in January 2025 – open a deposit account with interest income on the deposit at 3% (estimated)
- At the 3% rate the first year collection of \$1 million the interest income - \$30,000
- Year Two – lowered the rate to 2.5% resulted in an estimated disbursement required of \$1.6 million in February 2027
- The spreadsheet shows the beginning balance of the deposit account eventually arriving at the negative 2.4 million in August 2027
- At that point the equipment is to be dispersed and it would become a loan
- Instead of an initial loan of \$5.6 million – a loan would not be required until the deposit amount is down to \$2.45 million
- 7% was determined since rates in 2027 are unknown
- \$(428,281.50) represents the amount that would leftover from the final payment
- YAUFRR would determine the reimbursement back to the Townships or put aside for Capital Funding
- Resulting interest income would be \$104,000, interest expense \$215,000
- Net paid \$110,000 from the loan vs. interest on a regular loan that would accrue much more interest expense.
- He provided information on figures using lower rates

HOVIS Solicitor Hovis clarified his understanding is on an annual basis each municipality is agreeing to make their annual contribution which will go into an interest bearing account and ultimately pay the purchase price for the equipment. He questioned if that would be a budgetary item for each Township for the duration of the account, noting there have been issues with budget approval in the past. He was concerned the budgetary process could put at risk the annual contributions that need to be made.

HOFF Chief Hoff pointed out the charter agreement requires resolutions of support from each of the municipalities agreeing to the purchase.

HOVIS Solicitor Hovis recommended drafting a separate agreement for structuring the purchase.

HOFF Chief Hoff stated he will present the proposal to the Township managers for discussion.

12. NEW BUSINESS

A. Approve: FY2023 SAFER Grant Application

HOFF Chief Hoff stated they were unsuccessful in applying for the SAFER Grant last year so he would like to reapply. He noted one of the questions is if their staffing currently meets NFPA standard to which he responded no. The second portion of the question says, if awarded this grant will staffing meet those NFPA standards, to which he also had to respond no. He noted the disparity of the two questions does not qualify the narrative to be graded. He noted NFPA calls for four personnel per apparatus. Hiring three additional personnel would only add three personnel on the ladder trucks.

DVORYAK Mr. Dvoryak asked if it is known who received awards and if they achieved the NFPA standard.

HOFF Chief Hoff stated he did not know, but could research it to find out.

MR. MILLER MOVED TO AUTHORIZE THE CHIEF TO EXECUTE ALL DOCUMENTS NECESSARY TO SUBMIT THE SAFER GRANT APPLICATION. MR. GWILT WAS SECOND. MOTION PASSED. MOTION UNANIMOUSLY PASSED.

B. Approve: Purchase of Ford F150 Hybrid Pickup Truck-T-Mobile Grant

HOFF Chief Hoff stated they received the T-Mobile Grant in the amount of \$50,000 in December. This is for the purpose of replacing one of the SUVs with a Hybrid Pickup Truck. He noted with the trade-in of the SUV, the \$50,000 should cover the cost of the purchase.

MS. MCCUNE MOVED TO APPROVE THE PURCHASE OF A FORD F150 HYBRID PICKUP TRUCK WITH THE T-MOBILE GRANT. MR. GWILT WAS SECOND. MOTION PASSED. MOTION UNANIMOUSLY PASSED.

C. Acknowledge Receipt: GASB 67/68 Report as of 12.31.2022 (PMRS)

HOFF Chief Hoff explained the report is from PMRS which is for the cash balance plan for the firefighters and administrative staff. He noted the other report for the Fulton plan was included with the Pension Board minutes.

MS. BISHOP MOVED TO ACKNOWLEDGE RECEIPT OF THE PMRS GASB 67/68 REPORT AS OF 12-31-2022. MR. MCCUNE WAS SECOND. MOTION PASSED. MOTION UNANIMOUSLY PASSED.

13. ADJOURNMENT

ROONEY Chairman Rooney adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Signature on file at YAUFRR Headquarters

Thomas Gwilt
Secretary/ses