

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

**JULY 15, 2025
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, July 15, 2025 at 7:00 p.m. at YAUFR Headquarters, 50 Commons Drive, York PA

MEMBERS IN

ATTENDANCE: Dan Rooney, Chairman, Spring Garden Township (Zoom)
Deb McCune, Vice Chairperson, Manchester Township
Thomas Gwilt, Secretary, Spring Garden Township
George Dvoryak, Springettsbury Township
Craig Miller, Manchester Township
Don Bishop, Springettsbury Township
Mark Swomley, Citizen-at-Large

ALSO IN

ATTENDANCE: Daniel Hoff, YAUFR Chief
Walter Tilley, Solicitor
Lester Rhoads, YAUFR
Bob Gundlach
Sue Sipe, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

McCUNE Vice Chairperson McCune called the meeting to order and led the Pledge of Allegiance.

B. Swearing in Ceremony

HOFF Chief Hoff introduced Firefighter Victor Valez who recently completed 12 months of probationary training. Chief Hoff noted that Firefighter Valez received a Fire Chief's commendation for his part in the rescue of a child from a structure fire in York.

McCUNE Vice Chairperson McCune conducted the swearing in ceremony for Firefighter Valez.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

McCUNE Vice Chairperson McCune announced there were no Executive Sessions since the last meeting.

3. PUBLIC COMMENT

There was none.

4. MANAGEMENT/ATTORNEY REPORTS

A. Solicitor Tilley

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

**JULY 15, 2025
APPROVED**

TILLEY Solicitor Tilley indicated he advertised the budget workshop meetings. He had no further report.

B. Daniel Hoff, Fire Chief

HOFF Chief Hoff indicated the storms which occurred recently did not cause a significant increase in activity. He noted one fire police officer received minor injuries recently during a vehicle accident.

Chief Hoff reported on July 12, 2025 the Alert Fire Company held their luncheon in recognition of their renovations.

Chief Hoff attended the grand opening at Church Road on Susquehanna Trail for the Dunkin Donuts/Jimmy Johns businesses. A donation of \$1000 was made to YAUFR. An additional \$1000 was to be added to that amount by one of the partners of the businesses. He noted the funds will be added to the General Fund.

DVORYAK Mr. Dvoryak indicated he was unable to locate the exhibits pertaining to the recap of the capital contributions each municipality made when they joined YAUFR.

HOFF Chief Hoff stated he would research this and provide the information.

5. ACCOUNTS PAYABLES

A. Payable Listing as of June 30, 2025

**MR. DVORYAK MOVED TO APPROVE THE PAYABLE LISTING AS OF JUNE 30, 2025.
MR. MILLER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

6. BIDS, PROPOSALS & CONTRACTS

There were none.

7. COMMUNICATION FROM COMMISSIONERS

There was none.

8. COMMITTEE REPORTS

A. Volunteer Committee

There was no report.

B. Personnel Committee

McCUNE Vice Chairperson McCune indicated she sent copies of the updated personnel handbook to Mr. Rooney and Mr. Swomley in order to conduct a review within the next month to be added to the August Commission agenda.

9. RESOLUTIONS AND AGREEMENTS

There were none.

10. APPROVAL OF MINUTES – JUNE 17, 2025

MR. GWILT MOVED TO APPROVE THE MINUTES OF JUNE 17, 2025 FOR THE COMMISSION MEETING AS PRESENTED. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY PASSED.

11. OLD BUSINESS

- A. Discuss/Approve forwarding the revisions to the Charter municipalities for recommended approval. It was noted the recommended revisions were added to the agenda.

DVORYAK Mr. Dvoryak indicated it was his understanding the goal for this meeting was to move towards the Commission approving the changes that Solicitor Tilley made and sending those to the municipalities for approval which are under Article III. Section B, Paragraphs 3 and 14.

McCUNE Vice Chairperson McCune stated the Commission will also need to discuss the verbiage, changes and other Articles as listed in the agenda.

DVORYAK Mr. Dvoryak asked if it is certain all proposed changes have been submitted.

McCUNE Vice Chairperson McCune stated no additional changes have been submitted as of last week. She noted although no specific deadline was made, no other individual indicated they were still working on revisions.

DVORYAK Mr. Dvoryak noted Springettsbury has not yet submitted any revisions.

McCUNE Vice Chairperson McCune indicated submittal of revisions can still be made.

DVORYAK Mr. Dvoryak asked how revisions should be submitted.

TILLEY Solicitor Tilley stated although the agenda for this evening is set, proposed changes can be made at any time and should be in writing submitted to Chief Hoff.

MR. DVORYAK MOVED TO APPROVE THE EDITS ON ARTICLE III, SECTION B, PARAGRAPHS 3 AND 14, AS PRESENTED BY SOLICITOR TILLEY AND POSTPONE DISCUSSION TO THE ADDITIONAL CHARTER AGREEMENTS UNTIL EACH MUNICIPALITY HAS HAD AN OPPORTUNITY TO SUBMIT CHANGES. MR. BISHOP WAS SECOND. MOTION DENIED. (3 – AYE, 3 NO – 1 ABSTENTION).

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

**JULY 15, 2025
APPROVED**

MR. MILLER MOVED TO APPROVE THE EDITS PROPOSED BY SOLICITOR TILLEY, ARTICLE III, SECTION B, PARAGRAPHS 3 AND 14. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY PASSED.

TILLEY Solicitor Tilley clarified the motion indicates the proposed edits will be presented to each municipality for their consideration for approval.

Charter Agreement Text Amendments, Article III, Section C

McCUNE Vice Chairperson McCune stated the proposal is to change the 75% to 66.6% which is two-thirds. It was noted this was proposed by Spring Garden Township.

ROONEY Chairman Rooney stated this is a fair way for the majority of the municipalities to be able to determine the decisions.

DVORYAK Mr. Dvoryak questioned why not make it 51% for a simple majority.

MILLER Mr. Miller commented in this circumstance he believed more than a simple majority would be prudent. He was not in favor of the verbiage of two-thirds of municipalities.

SWOMLEY Mr. Swomley stated the concept is either having a single municipality in the group of three to believe they are being taken advantage of and turn the budget back to the previous year's budget until issues can be worked out, or allowing two of the municipalities to be able to make the final financial decision.

DVORYAK Mr. Dvoryak stated his opinion is the charter agreement should be a long-term operating guide. He pointed out if an additional municipality joins, the two-thirds voting process may not be practical.

No action was taken on Article III, Section C at this time.

Charter Agreement Text Amendments to Article V, Section B

McCUNE Vice Chairperson McCune stated this was a request from Manchester Township - The citizen-at-large shall not be a sitting elected official (township supervisor/commissioner), township employee or YAUFR employee. She noted the reasoning is a neutral party was originally intended so there would be an outside opinion.

DVORYAK Mr. Dvoryak proposed a change to eliminate the citizen-at-large position to the Commission. He voiced concerns that it takes time for the individual to become acclimated to the position and understand the inner workings of YAUFR.

McCUNE Vice Chairperson McCune indicated in her experience with a past citizen-at-large they were able to offer services that were beneficial especially related to the Personnel Committee.

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

**JULY 15, 2025
APPROVED**

Discussion was held and various opinions were expressed as to individuals who would qualify to be an effective citizen- at- large.

No action was taken on Article V, Section B at this time.

Charter Agreement Text Amendments to Article V, Section G

McCUNE Vice Chairperson McCune stated this refers to defining officers and combining the office of Secretary/Treasurer. It was noted the Bylaws call for a Secretary/Treasurer.

Discussion was held and Solicitor Tilley indicated one individual can hold two offices.

No action was taken on Article V, Section G at this time.

Charter Agreement Text Amendments to Article V, Section K

McCUNE Vice Chairperson McCune stated this refers to the citizen- at- large shall be appointed for a two-year term and shall not be an elected representative or an employee from any of the YAUFR municipalities.

DVORYAK Mr. Dvoryak proposed creating a new committee of the Commission consisting of the township manager from each of the existing charter municipalities. Chief Hoff would then report to that Committee. Agenda items would be vetted by that Committee prior to presentation at the Commission meeting.

MILLER Mr. Miller referred to the wording in this section “two (2) representatives from Springettsbury, two (2) representatives from Spring Garden, two (2) representatives from Manchester ...”. He proposed changing the wording to “two (2) representatives from each municipality”.

BISHOP Mr. Bishop commented he was of the opinion the efforts to address wording changes does not fully address the main issues of making YAUFR better overall and potentially wastes the time of municipalities and does not provide them with anything that looks at the future.

TILLEY Solicitor Tilley commented the revisions will provide assistance to Chief Hoff in preparing grant applications. He noted it strengthens contracting rights and authority and makes it clearer for third parties.

BISHOP Mr. Bishop surmised it does not make it clearer for third parties which YAUFR wants to attract, such as other municipalities, and could potentially repel other municipalities.

TILLEY Solicitor Tilley determined the 2/3rds – 3/4ths could have an impact on what other municipalities think when considering to join. He did not think it could be looked at as whether it makes it better but outlines the merits for each change.

MILLER Mr. Miller commented the end result of the discussion is the Commission is attempting to clarifying the language.

Discussion was held regarding possible other substantial revisions that could be made.

No action was taken on Article V, Section K at this time.

Charter Agreement Text Amendments to Article VIII. Section A

McCUNE Vice Chairperson McCune stated this concerns submitting drafts of the budget.

HOFF Chief Hoff explained between the August and September commission meeting, the township managers meet with him to review the budget. The August commission meeting is open to the public.

BISHOP Mr. Bishop recommended considering an alternate method for the public to view the proposed budget.

No action was taken on Article VIII, Section A at this time.

Charter Agreement Text Amendments to Article XIV. Section C

McCUNE Vice Chairperson McCune stated this concerns costs to be borne by a charter municipality who is withdrawing from YAUFR. Pension liability costs was added to the list.

DVORYAK Mr. Dvoryak proposed putting this section in simpler language, identifying what the obligations are and making them fair.

No action was taken on Article XIV. Section C at this time.

B. Discuss: Article XIV. Section E

McCUNE Vice Chairperson McCune noted a question - if notice to withdrawn is given, but there is a change of elected officials in the member municipality, could the existing YAUFR board vote to allow the withdraw notice to be retracted?

TILLEY Solicitor Tilley stated notice is required in order to withdraw, but he was not sure if the notice is binding. He noted if there is a withdraw agreement that is binding.

C. Discuss: Article XIV. Section C

It was determined the question regarding a benefit to offering a quarterly payment schedule or reducing the maximum of three years to years, was redundant since there is no benefit to reducing the time frame.

D. Discuss: Article XII. Section B

The question was noted “Should there be liability coverage for all commissioners?” Discussion was held regarding does each municipality’s liability coverage insure the commissioner against claims and actions.

TILLEY Solicitor Tilley expressed concern the insurance company would determine when a member is representing the Commission they would not be insured by their township because of the appointment to the Commission. He believed an insurance company would mandate the insurance must be provided by the Commission not by the municipality.

HOFF Chief Hoff confirmed the insurance policy is carried by YAUFR.

E. Discuss: MT Question regarding voting - Why not a majority vote for all sections?

McCUNE Vice Chairperson McCune indicated she was not considering the previously discussed voting suggestions so this question was redundant.

DVORYAK Mr. Dvoryak stated he is advocating for the 75%.

F. Discuss: Article V. Section H and I

It was questioned if sections H and I are still applicable.

TILLEY Solicitor Tilley indicated they can remain or be removed as it does not impact the operation of the Commission.

McCUNE Vice Chairperson McCune asked if there is any other item in these sections that should be discussed.

BISHOP Mr. Bishop quoted wording in Section I “...written notice that the Department is prepared to become operational.... conveyance of fire equipment by Spring Garden and Springettsbury”, he asked if the other charter municipality should be included in that language.

McCUNE Vice Chairperson McCune explained when Manchester Township was added there was an addendum to the Agreement and Manchester is listed with the other municipalities which prompted the question should those old sections remain.

DVORYAK Mr. Dvoryak stated in regard to the apportionment formula he presented last month, in which he noted if a fourth municipality would join, would the formula work as he presented. At that time he responded it would not work, based on how it was structured. Mr. Dvoryak clarified that by noting if a municipality joins in and wants to have the same staffing level the other municipalities have, then the formula would apply and they would get allocated for fixed costs. He was assuming that it was related to a contract situation.

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

**JULY 15, 2025
APPROVED**

G. Discuss/Approve for Recommendation to the Charter Municipalities

It was determined that action would be considered at next month's meeting to potentially approve the revisions discussed to be submitted to each municipality for review.

It was noted the approved changes provided by Solicitor Tilley shall be incorporated into a freestanding document that clearly defines the existing language and highlights the suggested changes. Chief Hoff will then forward the document to the Township Managers.

i. Funding Formula Calculation

McCUNE Vice Chairperson McCune indicated she requested information from PSATS on what other organizations do and was provided with a list. She noted she will send the list to the Commission members.

H. Discuss/Approve YAUFR Community Risk Assessment & Standards of Cover

HOFF Chief Hoff referred to the YAUFR Community Risk Assessment and Standards of Cover distributed last month. He noted they will need to have it approved and submitted for the next step in the accreditation process.

MR. BISHOP MOVED TO APPROVE THE YAUFR COMMUNITY RISK ASSESSMENT & STANDARDS OF COVER DOCUMENT. MR. MILLER WAS SECOND. MOTION UNANIMOUSLY PASSED.

13. ADJOURNMENT

MCCUNE Vice Chairperson McCune adjourned the meeting at 8:45 p.m

Respectfully submitted,

Signature on file at YAUFR Headquarters

Thomas Gwilt
Secretary/ses