

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

**AUGUST 19, 2025
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, August 19, 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
Craig Miller, Manchester Township
Don Bishop, Springettsbury Township (Zoom)

NOT PRESENT: Mark Swomley, Citizen-at-Large
George Dvoryak, Springettsbury Township

ALSO IN

ATTENDANCE: Daniel Hoff, YAUFR Chief
Walter Tilley, Solicitor
Efiom-Ekaha, Intern
Lisa Einsig, Administrative Director
Dave Cherrington, Fulton Financial
Jodi Griffis, Fulton Financial
Sue Sipe, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

McCUNE Vice Chairperson McCune called the meeting to order.

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

TILLEY Solicitor Tilley indicated he worked on developing content for the Charter Agreement from the information Mr. Dvoryak presented at the last meeting. He noted this was circulated to the Commission members. He has not received any comments from Mr. Dvoryak or other members as yet.

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B. Daniel Hoff, Fire Chief

HOFF Chief Hoff indicated he and Solicitor Tilley have been working on the mutual aid agreement for consideration to present to Conewago Township regarding Emergency Management. This will be presented to the Commission at the September meeting.

Chief Hoff stated they were advised that the State Fire Commissioner had made a determination regarding YAUFR's emergency status. He noted the statute in Title 35 creates not only the State Fire Commissioner grant program but also creates the State Fire Commissioners low interest loan for fire departments. Both those sections of Title 35 indicate they are specifically available to volunteer fire departments only. Chief Hoff indicated he was advised by the State Fire Commissioners office they are working on revising the statute language since they recognize the evolution of the fire service as it currently exists is more people are now paid personnel and transitioning from the volunteer status to a combination model. He noted they recommended looking at it from a local standpoint. Chief Hoff noted this prompted him to contact the Executive Board for the Pennsylvania Career Fire Chiefs Association to commence lobbying in Harrisburg. He also reached out to the majority of the York County delegation with career combination departments in their districts. He noted four meetings have been set up with representatives to obtain support.

5. ACCOUNTS PAYABLES

A. Payable Listing as of July 31, 2025

Due to a lack of a quorum the Payable Listing was tabled.

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 a conference call was held to review the revisions to the YAUFR employee handbook, to be presented at the September meeting.

9. RESOLUTIONS AND AGREEMENTS

There were none.

10. APPROVAL OF MINUTES – JULY 15, 2025

The minutes were tabled due to lack of a quorum.

11. OLD BUSINESS

A. Discuss/Approve: Charter Agreement Revisions

TILLEY Solicitor Tilley stated he made an initial effort to translate the points Mr. Dvoryak provided into actual charter language to be considered. He noted this is shown at the end of the charter agreement.

McCUNE Comm. McCune stated Manchester Township at their meeting approved the changes to the Charter Agreement as presented by Solicitor Tilley.

HOFF Chief Hoff indicated Spring Garden Township has approved those changes as well.

Discussion was held regarding the suggested revisions made by Solicitor Tilley.

12. NEW BUSINESS

A. Discuss/Approve: Transition to Fulton Bank for Financial Services

HOFF Chief Hoff stated he and Ms. Einsig met with Scott Monteith from Fulton Bank to discuss possible finance options for the capital improvement plan. It was then decided to pursue a meeting with Fulton to determine the possibility of moving the banking business to improve the situation for YAUFR.

CHERRINGTON Mr. Cherrington stated he and Ms. Griffis are consultants in the Treasury Management Group within the Fulton Financial Corporation. He provided information on their products and services with the possibility for YAUFR to transition to Fulton Bank with their operating and investment accounts. He provided a handout outlining their proposal which details the following:

- Interest checking account for operating expenses and deposits
- A money market account could be opened for capital expenditures and capital reserve accounts
- Apply treasury management services
- BOSS - online banking portal which includes ACH activities, remote deposit and Reverse Positive Pay - a cross-section tool to protect accounts from any fraudulent activity
- Offering a 2½% interest rate on a checking account
- 3.75% interest rate on money market account
- These rates will generate enough earnings to pay for the recommended services
- This will also provide for additional interest earnings

Using June's balance and transaction activity as an analysis, Mr. Cherrington outlined how the proposed interest rate would result in a net return of \$4,224 with a net monthly savings of \$2,550 compared to YAUFR's current bank.

McCUNE Comm. McCune asked if the fee on the General Fund is a fixed fee.

CHERRINGTON Mr. Cherrington explained it can vary based on activities. He referred to the fee schedule shown on the handout. He noted there are some fixed fees along with variable fees based on the number of transactions.

BISHOP Comm. Bishop asked if any other banks have been researched to see what other options are available.

HOFF Chief Hoff indicated they have not. He noted they would reach out to other institutions to make a comparison with Fulton's offer.

Further discussion and action was deferred to the September meeting due to the lack of quorum.

- B. Discuss/Approve to Present to Joint Townships in September: 2026 YAUFR Proposed Budget

HOFF Chief Hoff stated Article 8 of the current charter agreement requires holding a September Joint Budget Meeting, which includes an annual report of the fire department. It was noted a Budget Work Session was held with Comm. McCune and Comm. Rooney in attendance.

Chief Hoff presented the draft budget, noting currently they are at 1.2% over the 2025 budget. Not included in the 2026 budget, which was in the 2025 budget, was FEMA grant money. This is due to the 2 year performance period starting in 2023 which necessitated the obligation being shown in the 2025 budget. There are no current FEMA grants. Consequently, in the 2026 budget the individual municipal shares are slightly below 5% which is attributable to not having grant funding.

- Fire Protection – Salaries – waiting on the arbitration award – have an established pay scale in Manchester Twp. which is being used to calculate firefighter salaries
- Salaries for part-time – proposing to use monies from the apparatus maintenance account – shifting approximately \$6,000
- Employee retiring in April who is an emergency vehicle technician – planning to hire him after retirement as a part-time emergency vehicle technician which will be a savings to the department
- 517 – Workers Comp – achieved a 5% decrease
- Health Insurance – based on a 9% increase which was suggested by Benecon
- 523.01 Uniforms – A mass uniform update was done in 2025 on one shift – the other two shifts will require replacements in 2026
- 523 – Other – added funds to purchase turnout gear racks at one of the stations
- 524 – Firefighter supplies – decrease in amount of equipment replacement
- Professional services – increased slightly based on the current year

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- NFPA online under Code Enforcement – no increase
- Communications – increase in Comcast internet for Station 895
- Fuel costs – down slightly
- 528.06 – funds for reimbursement of training at the HACC Fire Academy
- Utilities – adjusted based on 6-month usage for 2025 – slight increase in gas and electric
- Hydrant costs – increased slightly - a plan was established with York Water Company to complete replacements/repairs in thirds over the next 3 years.
- Sewer and water – no change
- Garbage/recycling – increased due to increased costs
- Repair & Maintenance – increased slightly – components for SCBAs are anticipated
- Station improvements – anticipating purchase of a turnout gear extractor or washing machine in Spring Garden Twp. A grant application will be submitted to Columbia Gas to fund it and as a backup contacted Spring Garden Twp. Relief to request assistance.
- Vehicle Repair maintenance – increased slightly since there are vehicles over 20 years old including the ladder truck and heavy rescue truck from Manchester Twp. New vehicles ordered will not be received until 2027
- Apparatus – newer engines require more maintenance due to diesel exhaust fluid systems
- Physical training – slight increase since contractually obligated to provide fitness clothing to firefighters
- Memberships/subscriptions – normal increases – removed costs for alerting notifications which was moved to Records Management system software
- 582.27 Power DMS subscription – proposing the purchase of this system which will automate reminders to review and revise policies for better compliance. The first year would be command staff and administrative staff to coordinate the process and assess capability to assist with the accreditation process.
- Contract services – increase slightly due to issues with Office 365 accounts being hacked
- HVAC – increased slightly due to air conditioning replacement
- Records management system – slight increase transferring alerting notification
- Quickbooks – slight increase due to switching from the desktop to the online version
- Firewall/Sonic Wall – increased by \$6,000 to cover costs at Station 891 for the subscription
- Knox boxes – software subscription \$1,000
- Training & Development – increase due to potential for four firefighters at the Academy – 20 weeks of training
- Wellness Health & Safety – costs were slightly reduced
- Volunteer Recruitment & Retention – estimated \$2,000 increase in costs of Workers Comp Insurance
- Fire Prevention – doing more with public education and fire prevention – the amount of supplies has increased – they receive approximately \$5,000 from the three volunteer relief associations each year
- Minor Capital – purchase of laptop and desktop computers due for replacement in 2026

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- Miscellaneous IT hardware – addressing WIFI issues

Chief Hoff indicated from the 2025 to 2026 budget there is a 1.2% increase. On the operational budget it is 4.6% increase for each of the Townships. He noted for the Springettsbury unfunded liability they used last year's figure of \$26,109. If the proposal presented this evening were adopted, the unfunded liability would drop to zero with that adjustment.

C. Discuss/Approve: Capital financing options from Fulton Bank for radio purchase

Chief Hoff noted in 2023 the capital purchase of replacement portable radios was estimated at \$550,000 to be divided among the three townships. The present cost of the order is reflected in the capital improvement plan at \$680,600. He noted the Assistance to Firefighters Grant awards will be announced by the end of September, at which time they would know if a grant would be forthcoming to cover the cost of the portable radios. He noted they are also waiting on a local share account grant sponsored by Spring Garden Township.

Chief Hoff stated the capital improvement plan shows the portable radio replacement as a one lump sum - one time purchase divided three ways.

He noted they are also anticipating replacing the technology in the meeting room at an estimated cost of \$40,000.

Chief Hoff indicated they moved the replacement of the hydraulic rescue equipment from 2026 to 2027 since current equipment is in good shape and was put in the budget to be in alignment with the delivery of the new apparatus. He noted an LSA grant applied through Manchester Township for replacement of that equipment is also outstanding.

Chief Hoff referred to a proposal presented from Fulton Bank for a finance plan for the purchase of the portable radios. This would be a 2-year plan which would divide the cost to \$366,026 for 2026 and for 2027. There is also a version which would finance it over three years for a payment of \$252,542 for each of the three years. He noted 166 portable radios are to be replaced.

McCUNE Comm. McCune noted York County goes out to bid for fuel contracts and they offer it to municipalities. She noted this could be an option to consider.

Comm. McCune in referring to the pension liability, asked if each municipality absorbs its own costs.

HOFF Chief Hoff stated they will update the budget and present it to the Joint Budget meeting on September 16, 2025, as required by the charter agreement.

BISHOP Comm. Bishop referred to the retiree being considered as a part-time emergency vehicle technician. He asked if there would be any insurance issues, particularly if his services were offered to other fire departments.

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- HOFF** Chief Hoff stated there have been inquiries about that, but their first priority before considering bringing that to the Commission would be getting a program established for YAUFR's own equipment and making sure they have the bandwidth to do it, as well as assuring their insurance provider is okay with having a YAUFR employee working on the apparatus as a technician.
- ROONEY** Comm. Rooney asked if Chief Hoff will share with the Township managers the capital improvement plan with information on prospective grants.
- HOFF** Chief Hoff indicated he will be meeting with each Township manager and will present all aspects of the budget.
- MILLER** Comm. Miller referred to CPR certifications and asked if there will be in-house trainer(s).
- HOFF** Chief Hoff stated they have received a grant from the Opioid Settlement Fund. He noted an email was sent announcing CPR instructor training for September. He noted the grant includes covering overtime and the costs incurred to provide two community CPR classes in 2025.

Chief Hoff expressed his appreciation to Ms. Einsig for her work in preparing the budget.

Solicitor Tilley stated he would look into the procedure to call a meeting of the Pension Board to be held possibly prior to the Regular Commission meeting on September 16, 2025.

13. ADJOURNMENT

MCCUNE Vice Chairperson McCune adjourned the meeting at 8:33 p.m.

Respectfully submitted,

Signature on file at YAUFR Headquarters

Thomas Gwilt
Secretary/ses