

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

**OCTOBER 21, 2025  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, October 21, 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  
David Detwiler, Manchester Township  
Craig Miller, Manchester Township  
Don Bishop, Springettsbury Township  
George Dvoryak, Springettsbury Township  
Mark Swomley, Citizen-at-Large

**ALSO IN**

**ATTENDANCE:** Daniel Hoff, YAUFR Chief  
Walter Tilley, Solicitor  
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.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**McCUNE** Vice Chairperson McCune announced there were no Executive Sessions since the last meeting. She called for a brief Executive Session following the meeting.

**3. NEW BUSINESS**

A. Discuss: 2024 Audit Presentation – Krista Gardner, SEK

**GARDNER** Ms. Gardner provided a presentation which reviewed the audit process and audit responsibilities:

- As auditor they are responsible for performing the audit in accordance with generally accepted auditing standards.
- Form and express an opinion about whether the financial statements are materially correct, fairly presented and conform with the accrual basis of accounting.
- Required to communicate significant matters to the Board.
- An audit provides reasonable but not absolute assurance that the financial statements are free from material misstatement.
- The responsibilities of the Commission are preparing and fairly presenting the financial statements, designing, implementing, evaluating and maintaining all aspects of internal controls of their financial reporting.

- Providing the auditor with unrestricted access to any documentation necessary to review or individuals to ask questions.
- Making the auditor aware of any evidence of fraud or illegal acts, material weaknesses or significant deficiencies.
- The Subsequent Event period is through December 31, 2024. Transactions are tested during this period making sure they are recorded in the proper period.
- They are required to understand the internal controls of the Commission, and if anything has changed related to those procedures or processes.
- A risk assessment is performed to determine what could go wrong.
- They do substantive testing – obtaining support for documentations and confirm with third parties.
- Use materiality to calculate what will need to be tested and how much.
- Adjustments to audit entries as part of the audit procedures.
- Audit results are issued in draft form.
- They have complied with all ethics and are independent of the Commission.
- They have one change in their accounting policies related to how they calculate the compensated absences liability.
- There were no other changes to the accounting policies or how the transactions are recorded.
- There are accounting estimates that go into the financial statements – no changes from prior years. The estimates in the financial statement are related to useful lives of fixed assets for calculating depreciation, as well as the assumptions that the actuarial team does for the pension liability calculation.
- There were no difficulties encountered. No disagreements and everything required was included in the presentation.
- Matters of internal control – if they are aware of any material weaknesses or significant deficiencies in internal control related to auditing procedures, they are required to communicate those to the Commission. They are not aware of any at this time.

**DVORYAK** Mr. Dvoryak questioned the internal control process. If the Commission decided to do an internal controls audit, how would that supplement what is done by the auditor, specifically, the tables approval process.

**GARDNER** Ms. Gardner stated there is no internal controls audit, they conduct agreed-upon procedures with organizations, making sure the controls are happening. From their standpoint they have to understand what the controls are and whether or not they are working, but they do not test the internal controls.

Ms. Gardner indicated a financial audit does not require testing internal controls.

**DVORYAK** Mr. Dvoryak noted one of the changes made in the past year was the payables approval process. He asked if that would be assessed to determine changes due to the new process.

**GARDNER** Ms. Gardner stated they would document the change in the process and walk through a transaction to show how it is approved. But they do not test controls. The audit opinion

is not based on controls. If something occurred where they determined there was more of a risk because of a change in a process then they possibly would test that area.

Ms. Gardner referred to the financial statements as follows:

- Statement of net position – balance sheet for December 31, 2024
- Cash in the operating account - \$1,016,000
- Cash in in the capital account - \$3,000
- Accounts Receivable - \$117,000
- Due from other governments - \$22,000
- Prepaid expenses - \$37,000
- Total current assets - \$1.2 million
- Capital assets - \$2 million (machinery, equipment, vehicles net of accumulating depreciation)
- Net pension asset - \$957,000
- Deferred outflows – related to Pension – coming from the actuarial evaluations
- Total assets and deferred outflows - \$4.8 million
- Current Liabilities in Accounts Payable - \$416,000
- Wages - \$181,000
- Due to member municipalities - \$167,000
- Compensated absences - \$515,000
- Deferred inflows – related to Pension - \$914,000
- Assets minus liabilities – net position \$1,794,000 which leaves unrestricted net position of \$590,000

Ms. Gardner reviewed compensated absences - a new GASB 101 pronouncement which came out in 2024. The biggest difference this made for governmental entities was in the past there were accrued items which were paid out. GASB 101 changed that to include all types of leave with requiring a liability on the books for potential payouts as well as the use of that time off. That is where the increase in liability comes from since in the past they were estimating what payoffs would happen, but now they have to book the full liability for what they have that can be used and paid out. This resulted in having to restate the beginning balance for compensated absences for 2024. At the end of 2023 the financial statements had a liability of \$229,000 related to compensated absences. Based on the implementation of GASB 101 that liability increased by \$237,000 to \$466,000. This includes sick leave for YAUFR firefighters, Manchester firefighters, vacation time for YAUFR admin and vacation time for Manchester firefighters.

Ms. Gardner indicated it was noted in the charter agreement when Manchester Township came into the Commission, all of the employee wages and benefits, if there were two different bargaining agreements, would be assumed by the Commission. She noted they have been recording the liability for Manchester firefighter sick leave. They then determined that Manchester Township has been paying the sick leave if they resign and are paid out. Consequently, after implementing GASB 101, the liability for YAUFR does not change since they now have to record the liability for anything that could be paid out or used.

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

**OCTOBER 21, 2025  
APPROVED**

- BISHOP** Mr. Bishop asked about the documentation Ms. Gardner referred to, as to where that documentation is stored.
- GARDNER** Ms. Gardner stated that information is for their audit file. She noted the changes in the charter agreement would have recognition from the Commission and Manchester Township to denote what they are doing and both parties agree to it. She wanted to make sure there was no liability between both parties, so that is a memo on her end, where they identify the agreements but the payout is not the responsibility of the Commission. A copy of that memo would also be available to YAUFR.
- TILLEY** Solicitor Tilley stated he prepared a waiver letter on that issue for Manchester Township and sent it to their solicitor as well as to Ms. McCune so they can adopt it. The benefit to YAUFR is it eliminates a reimbursement claim by Manchester Township.
- McCUNE** Ms. McCune stated the charter agreement is being modified to reflect that change and Manchester Township will be taking formal action so it will be in their minutes.
- GARDNER** Ms. Gardner referred to the calculation sheet, noting the calculation has been in existence from the beginning of the Commission, however, it was changed to reflect this process when Manchester Township came into the Commission and the Commission agreement was updated. The calculation is based on how much cash the Commission will keep on hand at the end of the year. The process is to take the cash account and then determine the additions and deletions which creates an excess cash number. The cash number is compared to the next year's budget. The charter refers to 3-5% of the next year's budget being kept on-hand by the Commission in the cash account. Anything excess will be given back to the members which was agreed upon in the form of a credit on one of the buildings.
- Excess cash calculation as of December 31, 2024 - \$1,115,805 (matches the balance sheet)
  - Capital reserve account is not included in the calculation
  - Adding on the Accounts Receivable amounts due from other government and prepaid expenses to take credit for the additional cash coming in related to 2024 not yet received
  - Subtract Accounts Payable and accrued wages which reflect expenses not yet paid out related to 2024
  - Estimated cash position - \$594,747
  - Taking 2025 budgeted expenses - \$10,700,726 – directly from the operating budget for the 2025 year.
  - The charter speaks to keeping 3-5% as reflected on the page
  - The 4% has been used which has been recorded in the financial statements
  - Creates an excess cash number of \$166,718 – split between the three municipalities based on the percentages
  - The expectation is the excess cash is credited on the next invoice for November and December.

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

**OCTOBER 21, 2025  
APPROVED**

Financial Statement – page 12

- Statement of Revenues – Expenses and Changes in Net Position – 2024
- Total operating revenue - \$9.6 million
- Operating expense - \$9.75 million
- Operating loss - \$141,000
- Activity not related to the day to day (non-operating revenues and expenses)
  - o Capital contributions coming in and were budgeted
  - o Refund of prior expenses
  - o Gain on sale of capital assets
  - o Interest income
  - o Refund of excess cash
- Change in net position - \$645,000

Cash Flow Statement – page 13

- Increase in cash \$96,000 for the year

Fiduciary Fund

- Defined benefit pension plan
- Balance sheet - \$7.8 million in assets
- Activity for the year – increase of \$803,000 (mostly investment income)

B. Discuss/Approve: 2024 Audit Draft

**MR. DVORYAK MOVED TO APPROVE THE 2024 AUDIT. MR. MILLER WAS SECOND.  
MOTION UNANIMOUSLY CARRIED.**

**4. PUBLIC COMMENT**

There was none.

**5. MANAGEMENT/ATTORNEY REPORTS**

A. Solicitor Tilley

**TILLEY** Solicitor Tilley indicated he worked on and reviewed a grant agreement provided by Chief Hoff from DCED. He looked into background checks for volunteer fire fighters relating to child abuse clearances. He discovered they do not need background checks by virtue of their position as volunteer firefighters, but would require them if they work with youths.

Solicitor Tilley indicated he reviewed the Mutual Aid Agreement which was revised and ready for approval. The Emergency Management Agency is also ready for approval. He noted in regard to the change to the Charter Agreement with respect to the Manchester Township payments, he drafted the language and it is ready for approval.

Solicitor Tilley stated he prepared the waiver letter for Manchester Township to sign so there is no claim for reimbursement.

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

**OCTOBER 21, 2025  
APPROVED**

Solicitor Tilley answered payroll questions for Ms. Einsig related to whether exempt employees receive overtime pay.

B. Daniel Hoff, Fire Chief

**HOFF** Chief Hoff stated several of the links for the Commission members to complete their information for the bank changeover have expired. A new link will be established, however, Chief Hoff indicated the forms can be completed at the meeting.

Chief Hoff reported crews responded to a second fatal vehicle accident in Springettsbury Township in less than seven days. He noted they are mindful of the impact that has on their responders as well as the community.

He noted they are still busy on fire prevention details.

Chief Hoff indicated the budget contains capital for the portable radio replacement. He noted Manchester Township is the only one of the three townships that is not currently planning on doing a local share account statewide grant application, so they will be bringing it up at the Manchester Township meeting next month for them to sponsor YAUFR on a statewide grant for the radios.

Chief Hoff indicated they received word from the Accreditation process, the Peer Assessment team is satisfied with the paperwork they provided to them. The next step is they will be visiting YAUFR the week of November 30, 2025 for a personnel assessment of their department for four days. If that goes well, the next step will be to sit for the accreditation board.

**DVORYAK** Mr. Dvoryak referred to Chief Hoff's report which mentioned the original capital contributions requested have been added to the shared Commission report.

**HOFF** Chief Hoff stated the information was included in the packet for the month.

**DVORYAK** Mr. Dvoryak referred to conversations Chief Hoff had with West Manchester Township regarding a potential service agreement. He asked how it would be determined what the possible costs might be to provide those services.

**HOFF** Chief Hoff indicated he will be meeting with the township manager and they will discuss it to determine how that will be handled. He is also waiting to hear what services West Manchester Township is requesting and what their needs are and then obtaining a price.

**GWILT** Mr. Gwilt commented on the resignation of Firefighter Justin Poole which was noted in Chief Hoff's report. He asked how many graduating classes does the Academy hold.

**HOFF** Chief Hoff indicated they run the Academy twice a year. He noted they had one candidate for the Academy, however, he did not pass all the background processes. He noted there are a number of candidates who already have a certificate for the physical

ability test and they will be interviewing them in the upcoming weeks to get them ready for the Spring Academy starting in January.

**6. ACCOUNTS PAYABLES**

A. Payable Listing as of September 30, 2025

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

**7. BIDS, PROPOSALS & CONTRACTS**

There were none.

**8. COMMUNICATION FROM COMMISSIONERS**

**SWOMLEY** Mr. Swomley indicated he is having problems accessing the network to get his authentication set up appropriately. Other Commissioners indicated they are also having difficulties. Chief Hoff stated he would look into the situation with DOCEO.

**9. COMMITTEE REPORTS**

A. Volunteer Committee - There was no report.

**BISHOP** Mr. Bishop commented on the inactivity of the Volunteer Committee.

**HOFF** Chief Hoff stated the Volunteer Committee has been together for many years and the purpose has been to get the different volunteer groups interacting and involved. He explained the past activity of the Committee, noting there was a project to consolidate the self-funded reimbursement process to award individuals for their responses to calls. However, that project has met with resistance and has stalled for the time being.

B. Personnel Committee

1. Discuss/Approve: YAUFR Employee Handbook Revision

**McCUNE** Ms. McCune stated the revised handbook is available on the Shared Documents.

**MR. SWOMLEY MOVED TO APPROVE THE REVISIONS TO THE EMPLOYEE HANDBOOK. MS. McCUNE WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**DVORYAK** Mr. Dvoryak indicated he received a second anonymous letter reportedly from someone within YAUFR, which he ignored. Other Commissioners also received the anonymous letter. Mr. Dvoryak noted there is a complaint process in Handbook which if an employee has a complaint, they should be encouraged to follow the process.

**10. RESOLUTIONS AND AGREEMENTS**

- A. Resolution 2025-04 Fee Schedule for Deployment of Fire and Rescue Services

**HOFF** Chief Hoff stated the last resolution passed for the fee schedule was in 2021. Earlier this year all three Townships took action on the incident billing and those resolutions included fee schedules. All three Townships adopted and updated their fee schedules except YAUFR.

**MR. SWOMLEY MOVED TO ADOPT RESOLUTION 2025-04 FEE SCHEDULE FOR DEPLOYMENT OF FIRE AND RESCUE SERVICES. MR. GWILT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- B. Statewide Local Share Account Sub-Applicant Cooperation Agreement between YAUFR and Manchester Township.

**HOFF** Chief Hoff indicated this was requested by DCED to memorialize the relationship between YAUFR and Manchester Township regarding the grant for which they are currently fulfilling the obligations with regard to the brush unit.

**MR. SWOMLEY MOVED TO APPROVE THE STATEWIDE LOCAL SHARE ACCOUNT SUB-APPLICANT COOPERATION AGREEMENT BETWEEN YAUFR AND MANCHESTER TOWNSHIP. MR. MILLER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. ACTION ON MINUTES**

- A. Approve Minutes for September 16, 2025 Joint Township 2026 Budget Presentation and the Regular Commission Meeting

**MR. DVORYAK MOVED TO APPROVE THE MINUTES FOR SEPTEMBER 16, 2025 FOR BOTH THE BUDGET PRESENTATION AND THE REGULAR COMMISSION MEETING. MR. GWILT WAS SECOND. MOTION CARRIED. (Mr. Miller abstained)**

**12. OLD BUSINESS**

- A. Discuss/Approve: EMA Agreement Template

**TILLEY** Solicitor Tilley indicated at last meeting the comment was made there should be a flat fee for the EMA work that was done. Chief Hoff did a calculation and estimated it would be \$750 of YAUFR time to complete the work. Solicitor Tilley amended Paragraph 6 to reflect that change. There is also a provision that indicates YAUFR will also be reimbursed for the actual expenses in addition to the \$750.

**DVORYAK** Mr. Dvoryak asked what the scope of services would be.

**HOFF** Chief Hoff stated \$3000 has been allotted in the operating budget. Unless there was an incident to be billed separately, \$750 is adequate to cover the administrative costs of revising the Emergency Operations Plan and time to evaluate the current capabilities of



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

**OCTOBER 21, 2025  
APPROVED**

Conewago Township. Chief Hoff confirmed they have agreed to reimburse for the legal costs.

**MR. DVORYAK MOVED TO APPROVE THE EMA AGREEMENT TEMPLATE. MR. MILLER WAS SECOND. MOTION UNANIMOUSLY PASSED.**

**B. Discuss/Approve: Mutual Aid Agreement Template**

**HOFF** Chief Hoff noted this was tabled last month to allow time for the Commissioners to review it. He suggested tabling the document again due to the current issues with accessing email.

**DVORYAK** Mr. Dvoryak commented from his perspective. mutual aid is not considered as mutual aid unless each municipality provides equal resources. Otherwise, there should be some mechanism to reimburse YAUFR.

**TILLEY** Solicitor Tilley stated Paragraph 2.1 is the language in the agreement on that issue which allows for a negotiation with the Chief who will talk with the municipality and the fire department involved to arrange a workable solution.

**HOFF** Chief Hoff indicated the way the term ‘mutual aid’ is applied in the fire service is not exactly the definition provided, it is the agreement to help each other regardless of what the resources are in a time of need.

**SWOMLEY** Mr. Swomley commented on two things, one is YAUFR should be negotiating with them for payment, the other is YAUFR should never withhold service.

Discussion was held regarding the process of how mutual aid is distributed and communicated while determining next steps.

**MR. MILLER MOVED TO TABLE THE MUTUAL AID AGREEMENT TEMPLATE. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY PASSED.**

**C. Discuss/Approve: Charter Agreement Revisions**

**SWOMLEY** Mr. Swomley noted he sent his recommendations for revisions and asked if everyone received them. He noted the first part of his document addresses comments and ideas, the last half is an actual plain language charter incorporated for discussion. Mr. Swomley indicated as part of his proposal, his thought is the entire governance structure does not favor bringing other municipalities in for the future. He indicated he is looking forward to what does the future look like for YAUFR, and how does YAUFR grow and prosper and become better as a result of governance changes that could be made.

**McCUNE** Ms. McCune referred to Article III, Section B which references Purchase Sales – suggestions about jurisdiction and authority, which was passed in July 2025.

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

**OCTOBER 21, 2025  
APPROVED**

Ms. McCune addressed Article III, Section C – This is a request to change the vote from 75% to a majority to make a capital expenditure.

**SWOMLEY** Mr. Swomley stated he took exception to that change, noting he spent time discussing what a super-majority would look like for large purchases, what the dollar value would be and how that would change as more municipalities are added into the agreement. He noted the reasoning for that is so there is no small group of townships that make a decision which would cause other townships to have a large outlay of money without their approval. He indicated there are several formulas for how it can be done.

**MR. MILLER MOVED TO TABLE ANY CHANGES REFERRING TO A MAJORITY OR PERCENTAGE VOTES. MR. SWOMLEY WAS SECOND. MOTION PASSED.  
(4 in favor – 3 nays Rooney, Gwilt and McCune)**

Discussion was held regarding the rationale for reviewing the remainder of the proposed changes to determine approval or rejection within the Charter Agreement.

**TILLEY** Solicitor Tilley stated the contract language and the grant language has been approved and he believed they benefit from having the charter amended to include that even while discussing issues. In addition, he determined there is a benefit to the language in the one article about the audit so there is no liability for past amounts due from Manchester Township. He determined it would be appropriate to address proposed changes so Chief Hoff has the ability to move forward with grants and the auditor does not put that extra liability into the financial statements.

**McCUNE** Ms. McCune addressed Article III, Section D proposed change “the fire chief who shall report to the Commission”, to a committee consisting of all charter township managers. The purpose of this committee would be to prioritize all proposed commission actions proposed by the fire chief.

**MR. SWOMLEY MOVED TO TABLE THE PROPOSED CHANGE UNTIL THE GOVERNANCE DISCUSSION IS HELD. MR. BISHOP WAS SECOND. MOTION CARRIED.**

**BISHOP** Mr. Bishop questioned how that change would be implemented.

**DVORYAK** Mr. Dvoryak stated he would like to go back to when the charter agreement was originally drafted, noting the individuals who put it together were very intelligent and put much thought into many of the components. He indicated when he read it through he understood their objectives and agreed with the conception. He felt some of the proposed changes destroy those objectives.

**McCUNE** Ms. McCune indicated she did not like the idea of involving the township managers, since she felt it would be taking away from being a regionalized department and its own separate agency. She did not believe Chief Hoff should have to answer to a township manager, but should be able to come directly to the Commission.

**BISHOP** Mr. Bishop countered the intent was not to inhibit the Chief but to give him a different set of resources for decisions not directly underneath him.

Discussion was held regarding who would be responsible to make those decisions.

**McCUNE** Ms. McCune stated the next revision, Page 9, Article V, Section B, relates to the citizen-at-large, Ms. McCune requested the change “The citizen-at-large shall not be a sitting elected official (township supervisor/commissioner), township employee or YAUFR employee.” Her reasoning was to have a neutral party that is not representing any of the municipalities. It also gives an uneven number for voting purposes.

Mr. Swomley commented the person elected should know as much about YAUFR and the townships involved as much as possible.

Discussion was held.

**MR. ROONEY MOVED TO ADD THE WORDING TO ARTICLE V, SECTION B, THE CITIZEN-AT-LARGE SHALL NOT BE A SITTING ELECTED OFFICIAL (TOWNSHIP SUPERVISOR/COMMISSIONER), TOWNSHIP EMPLOYEE OR YAUFR EMPLOYEE. ALSO, TO REMOVE THE WORDING, SPRING GARDEN TOWNSHIP SHALL APPOINT THE FIRST CITIZEN-AT- LARGE FOR A TWO YEAR TERM. SECONDED BY MR. GWILT. MOTION PASSED. (4 YES – 3 NO)**

**McCUNE** Ms. McCune referred to Page 10, Article V, Section G. Current wording is “Officers of the Commission shall be Chairman, Vice-Chairman, and Secretary and Treasurer.” The proposed wording is changing to Secretary/Treasurer.

**MR. GWILT MOVED TO CHANGE THE WORDING IN SECTION G TO SECRETARY/TREASURER. SECONDED BY MR. ROONEY. MOTION PASSED – MR. BISHOP ABSTAINED.**

**DVORYAK** Mr. Dvoryak referred to his proposal to eliminate the position of citizen-at-large which he noted did not appear in Section B.

**McCUNE** Ms. McCune indicated the proposal to eliminate the position of citizen- at- large is to be added to Section B. She noted if the vote is approved, it would supersede the previous motion.

**DVORYAK** Mr. Dvoryak stated if they were able to have township managers as a standing committee, where issues were properly voted before they came to the Commission, he would be less opposed to having a citizen-at-large. He was of the opinion the problem with the citizen-at-large is the difficulty with getting volunteers on the Board, or getting individuals who do not take the time to learn and contribute meaningful discussion.

A lengthy discussion was held.

**MR. DVORYAK MOVED TO ELIMINATE THE POSITION OF THE MEMBER-AT-LARGE. SECONDED BY MR. SWOMLEY. MOTION FAILS. (3 YES – 4 NO)**

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

**OCTOBER 21, 2025  
APPROVED**

**McCUNE** Ms. McCune referred to Page 11, Article V, Section H and Section I are proposed to be deleted. Solicitor Tilley confirmed it is outdated language.

**MR. MILLER MOVED TO STRIKE LANGUAGE FROM SECTION H AND I, ARTICLE V. SECONDED BY MR. DVORYAK. MOTION UNANIMOUSLY PASSED.**

**McCUNE** Ms. McCune referred to Page 11, Article V, Section K relating to the representatives of the Commission and the citizen-at-large. It was noted this was duplicate language already shown in Section B, confirmed by Solicitor Tilley.

**MR. GWILT MOVED TO STRIKE ARTICLE V, SECTION K. SECONDED BY MR. MILLER. MOTION UNANIMOUSLY PASSED.**

**McCUNE** Ms. McCune referred to Article VII, Section C which relates to costs for fire services comes from YAUFR. She noted what was added is “except that Manchester Township shall pay for accrued and unused sick leave owned to an employee at the termination of his/her employment if that employee is a member of the Manchester Township Firefighters Association.”

**MR. DVORYAK MOVED TO APPROVE THE PROPOSED ADDITION AS STATED ABOVE AND SHOWN IN ARTICLE VII, SECTION C. SECONDED BY MR. BISHOP. MOTION UNANIMOUSLY PASSED.**

**McCUNE** Ms. McCune referred to Article VIII, Finance – which outlines the timing of the draft budget which was previous approved. It was noted the red sections which refer to the approval process were tabled by an earlier motion.

Ms. McCune referred to Page 18, Article VIII, Section E, which was confirmed to be obsolete language.

**MR. DVORYAK MOVED TO DELETE ARTICLE VIII, SECTION E. SECONDED BY MR. MILLER. MOTION UNANIMOUSLY PASSED.**

**McCUNE** Ms. McCune referred to Page 22, Article XIV Withdraw of Charter Municipality

**SWOMLEY** Mr. Swomley stated he had some proposed language for how to handle that with municipalities moving forward.

A lengthy discussion was held. Ms. McCune stated if a municipality says they want to withdraw as stated, “the withdrawing municipality may rescind its notice to withdraw by right, or before June 30 of the year...”.

**TILLEY** Solicitor Tilley stated there is no final deadline that prevents someone from reversing the decision to withdraw. The first six months of the year you have the right to reverse the decision, whereas after the first six months, then it must be with the permission of the commission.

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

**OCTOBER 21, 2025  
APPROVED**

**DVORYAK** MR. Dvoryak questioned Section D – “determine a three year average of each municipality’s prior year payments... withdrawing municipality is required to make a payment for the year following its withdraw.” He asked why require the municipality to pay when they are no longer part of YAUFR.

**TILLEY** Solicitor Tilley stated it is to compensate for the loss of income. He noted the Commission’s fiduciary duty is to the Commission and the obligation to ensure its survival. That language needs to be included as to how the finances will be handled, i.e., with equipment, personnel, etc.

Discussion was held regarding that concept.

Solicitor Tilley stated when he wrote the language for this section, he added a comment to note this language should be studied by a financial advisor with knowledge about the dissolution and can make a recommendation for the survival of YAUFR.

**MR. MILLER MOVED TO TABLE THE DISCUSSION OF THE WITHDRAW SECTION.  
SECONDED BY MR. BISHOP. MOTION UNANIMOUSLY PASSED.**

**TILLEY** Solicitor Tilley recommended Chief Hoff delete the changes to the charter that were not approved, and add the changes that were approved and then the document with the markups can be attached to a resolution or ordinance which the municipalities can take back to their governing bodies for consideration. He prepared an ordinance format to be used with the attachment of the approved revisions, effective December 1, 2025.

D. Discuss: Review and Vet Ideas for Changing the Governance Structure of YAUFR

To be discussed at the November meeting with proposed changes presented by Mr. Swomley.

**12. ADJOURNMENT**

**McCUNE** Vice Chairperson McCune adjourned the meeting at 9:41 p.m.

Respectfully submitted,

*Signature on file at YAUFR Headquarters*

Thomas Gwilt  
Secretary/ses