

YORK AREA UNITED FIRE AND RESCUE COMMISSION **NOVEMBER 18, 2025**
REGULAR MEETING **APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, November 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
George Dvoryak, Springettsbury Township
Mark Swomley, Citizen-at-Large

ALSO IN

ATTENDANCE: Daniel Hoff, YAUFR Chief
Walter Tilley, Solicitor (Zoom)
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 an Executive Sessions was held following the October meeting to discuss Personnel. She called for a brief Executive Session following the meeting this evening.

3. PUBLIC COMMENT

There was none.

4. MANAGEMENT/ATTORNEY REPORTS

A. Solicitor Tilley

TILLEY Solicitor Tilley indicated he worked with Chief Hoff on background checks for several volunteer firefighters.

He reviewed the deletion of Article 5, Section K and agreed with the recommendation to reinstate the first sentence in Section K which references the composition of the Board.

He reviewed the rewriting of the charter agreement submitted last month with comments on the legal aspects.

He prepared and distributed the ordinance to adopt the charter amendments which have been adopted and submitted it to the managers of the municipalities.

He confirmed with Chief Hoff that he can sell assets to a municipality without having to put it out for public bid.

He indicated a company named Manderbach filed for bankruptcy which YAUFR had conducted business with at some point. A notice of liquidation was received through the bankruptcy court, and he verified the YAUFR assets are not impacted by the proposed liquidation.

He assisted Ms. Einsig with FMLA regulations regarding payroll.

He discussed the sick leave payout for Manchester Township firefighters with their solicitor.

B. Daniel Hoff, Fire Chief

HOFF Chief Hoff indicated the Peer Assessment team will be arriving November 30, 2025 and will be in house until December 4, 2025. They will be interviewing staff and reviewing paperwork for the accreditation process.

Chief Hoff stated he has bank forms for Fulton to be signed by those who have not yet signed the form.

Chief Hoff referred to the notice regarding Manderbach, which was discovered to be the owner of a Ford dealership they had dealt with in the past through a CoStars purchase.

5. ACCOUNTS PAYABLES

A. Payable Listing as of October 31, 2025

MR. DVORYAK MOVED TO APPROVE THE PAYABLE LISTING AS OF OCTOBER 31, 2025. MR. GWILT 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 - No report.

B. Personnel Committee – No report.

10. RESOLUTIONS AND AGREEMENTS

There were none.

11. ACTION ON MINUTES

A. Approve Minutes for October 21, 2025

MR. DVORYAK MOVED TO APPROVE THE MINUTES FOR OCTOBER 21, 2025 AS AMENDED. MR. GWILT WAS SECOND. MOTION UNANIMOUSLY PASSED.

12. OLD BUSINESS

A. Discuss/Approve: Amendment to Charter Agreement Revision on Article V, Section K

McCUNE Ms. McCune referenced Section K in which the first sentence was inadvertently deleted.

TILLEY Solicitor Tilley indicated the sentence was reinserted.

McCUNE Ms. McCune suggested it would be clearer to amend Section B wording so all that needs to be done is to add a statement that takes out the word initially and reads two from Springettsbury Township , two from Manchester Township and two from Spring Garden. Leave Section K stricken.

Upon discussion, it was suggested to change it to say “Charter members” as defined in Section C, Article 1, which would revise the wording as recommended in Section B for the first sentence, “The Commission shall consist of two representatives from each charter municipality and one Citizen-at-large. Further discussion was held and it was recommended to retain the specific names of the municipalities in Section B.

MR. MILLER MOVED TO AMEND ARTICLE V, SECTION B, THE COMMISSION SHALL CONSIST OF TWO REPRESENTATIVES FROM SPRINGETTSBURY TOWNSHIP , TWO FROM MANCHESTER TOWNSHIP, TWO FROM SPRING GARDEN TOWNSHIP AND ONE CITIZEN-AT-LARGE. MR. DVORYAK WAS SECOND. MOTION CARRIED. (2 NO – MR. BISHOP AND MR. SWOMLEY)

BISHOP Mr. Bishop asked if it is defined what the two members from each municipality means.

HOFF Chief Hoff indicated Section D states “The representative or alternate from the township charter municipality shall be a member of the township board of supervisors or board of commissioners as the case may be.

B. Discuss/Approve: Amendment to Charter Agreement Revision on Article VII, Section C

MCCUNE Ms. McCune stated this amendment was discussed by the Board at Manchester Township as recommended by the auditor and they have agreed to pay the sick leave for firefighters upon resignation or retirement. At the advice of their solicitor they are recommending adding to that sentence, "hired prior to January 1, 2018".

MR. MILLER MOVED TO AMEND ARTICLE VII, SECTION C, "HIRED PRIOR TO JANUARY 1, 2018". MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY PASSED.

C. Discuss/Approve: Charter Agreement Revisions

No further discussion at this time.

D. Discuss/Approve: Review and Vet Ideas for Changing the Governance Structure of YAUF

SWOMLEY Mr. Swomley stated after research he composed a new charter which focused on how YAUF would grow into the future, as well as adding more municipalities and what the governance model would look like.

He noted for reasons that have been discussed and from what he has seen online is super majority is a best practice and avoids discord between a large group of small municipalities against larger, more powerful ones. It includes provisions on how to de-escalate and resolve differences. He referenced having a township managers panel as a professional management layer to function between the board and the fire department. Veto-proofing major decisions with verbiage on super majority threshold or possibly dual thresholds with requiring not only 75% of municipalities but when having a larger number of municipalities served, enough municipalities to service more than 75% of the total population area. He included thoughts on scalable commission structure, staggered terms, whether having more or less representatives from each municipality, and whether a citizen-at-large is needed.

Discussion was held on the composition of the Board and how to streamline it with checks and balances already built in place. Also how to plan for adding other municipalities.

Mr. Swomley indicated he referenced apportionment with best practices for fixed cost, variable cost and annual review.

McCUNE Ms. McCune stated she also did research on apportionment and noted there are many factors, i.e., population, budgets, etc. while looking at the numbers and choosing the ones that make the most sense. She believed they need to see real numbers to determine what would be the most effective way to pursue other municipalities.

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SWOMLEY Mr. Swomley explained the concept of how the fixed costs would be factored into each municipality.

Discussion was held on how to factor in mutual aid, as well as factoring in calls along Rt. 30 and Rt. 83 which are not attached to any municipalities. It was noted those calls should be reviewed at a certain time and the apportionment amount should be developed based on a formula that Chief Hoff can review at a budget session.

DVORYAK Mr. Dvoryak indicated in his opinion the process of developing a formula could be driven by a professional such as a CPA firm who has resources and experience in fixed costs vs. real costs.

Discussion was held on how to move forward to take action on the ideas and concepts offered, as well as how to acquire new commission members who will recognize and accept their commitment to the Commission. Also, how to handle disagreements within the Commission as well as the municipality. The importance of having a township manager who is able to vet issues to provide insight and direction and understands the inner workings of the township was discussed, with the idea of having the township managers to act as a mediator between the board and the fire department.

McCUNE Ms. McCune stated she did not think they should put that step in place because it would be taking away from the regional concept. She felt the municipalities have to accept responsibility to educate the next commissioner.

MILLER Mr. Miller stated he agreed with Ms. McCune and would be hesitant to add layers of bureaucracy, but was not opposed to looking at the concept in some manner perhaps having a township manager sit as a board member with a supervisor.

DVORYAK Mr. Dvoryak offered the idea of hiring a fire services manager whose credentials are the equivalent of a township manager, but hired by YAUFR, who would act as the CEO of the fire service.

Discussion was held on those concepts and developing a plan to discuss the ideas and concepts expressed, in order to begin the process of determining how to make YAUFR better while promoting growth.

DVORYAK Mr. Dvoryak mentioned about hiring a facilitator for the discussions. It was suggested to add this idea to the list.

TILLEY Solicitor Tilley recommended commissioners share these ideas with their township managers to obtain their input. He also noted Patrick Ball is a facilitator in the York area who has worked with various organizations.

It was decided to begin the process after the reorganization in January 2026.

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NEW BUSINESS

A. Discuss/Approve: Accounts Payable Processing Policy

Tabled for the December meeting.

12. ADJOURNMENT

McCUNE Vice Chairperson McCune adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Signature on file at YAUFR Headquarters

Thomas Gwilt
Secretary/ses