

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

**APRIL 16, 2013  
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, April 16, 2013 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

**MEMBERS IN**

**ATTENDANCE:** Bill Schenck, Chairman  
John Fullmer  
Don Bishop  
Richard Guyer  
Cara Beth Zortman

**MEMBERS NOT**

**IN ATTENDANCE:** Austin Hunt  
George Dvoryak

**ALSO IN**

**ATTENDANCE:** John Holman, Springettsbury Township Manager  
Greg Maust, Spring Garden Township Manager  
Steve Hovis, Solicitor  
Robert McCoy, YAUFRR Chief  
Don Eckert, YAUVFR  
Sandra Ratcliffe, YAUFRR  
Jean Abreght, Stenographer

**1. CALL TO ORDER**

**A. Opening Ceremony**

1. Pledge of Allegiance

**SCHENCK** Chairman Schenck called the meeting to order at 7 p.m. He led the Pledge of Allegiance. He announced that Mr. Hunt would not be in attendance, and Solicitor Hovis would arrive later.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**SCHENCK** Chairman Schenck announced that no Executive Sessions had been planned for this date.

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. MANAGEMENT/ATTORNEY REPORTS**

A. Steve Hovis, Solicitor

Solicitor Hovis' report will be provided later during the agenda.

B. Robert McCoy, Fire Chief

**MCCOY** Chief McCoy noted he had nothing to report unless there were questions on his report.

**5. ACCOUNTS PAYABLE**

A. Payable Listing as of February 28, 2013

B. Payable Listing as of March 31, 2013

**MR. FULLMER MOVED TO APPROVE ACCOUNTS PAYABLE, ITEMS A AND B.  
MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**6. BIDS, PROPOSALS & CONTRACTS**

A. Strategic Planning Proposal – Strategic Consulting Partners

**MCCOY** Chief McCoy stated that during the 2012 budget session it was recommended that money be set aside for Strategic Planning for YAUFR. He had found one company, Strategic Consulting Partners, Miss Monica Gould, President, who had responded to his inquiry. Chief McCoy had several conversations with her, followed by a telephone conference call with the Chairman and Vice Chairman to ascertain what the deliverable would be. A price/contract of between \$6,000 to \$9,000 for a whole project, or at a discounted rate of \$150.00 an hour had been received, which would be dependent upon the hours put into it. Only \$2,000 had been budgeted. A summary of a lengthy discussion follows:

- Ms. Gould would be a facilitator with participation by the full board.
- Board needs to determine the scope before meeting/interviewing the facilitator.
- Questions to be answered re/expansion, operational, financial, next steps.

- References had been provided; Mr. Bishop offered to contact one gentleman known to him.

**Consensus of the board was to hold action until an in-depth discussion had been held to determine scope of the mission, which will be an agenda item for the May 21<sup>st</sup> meeting.**

**7. COMMUNICATION FROM COMMISSIONERS**

**SCHENCK** Chairman Schenck commented that the board had received a letter of thanks for Victory's donation to the Red Cross Fire Hurts Campaign. He thanked Tom Stees of Victory, who was in the audience for the volunteer company's efforts.

**STEEES** Mr. Stees responded that some of the career firefighters helped as well.

A. Steve Hovis, Solicitor

**HOVIS** Solicitor Hovis apologized for arriving late as he had attended another meeting which ran overtime.

Solicitor Hovis reported that the YAUFRC Commission had received a communication concerning the Step III Grievance on the Pennsylvania Department of Transportation physical issue. He noted that, in accordance with the Collective Bargaining Agreement, it requires that Step III grievances should be resolved or an attempt be made to resolve within 30 days from the date of that grievance. Given the fact that it was dated April 10<sup>th</sup> it would not extend to the next meeting. He stated that they typically attempt to schedule a conference with Mr. Little or the representative from the association prior to the meeting in order to avoid a special meeting. Solicitor Hovis indicated he had written a letter to Mr. Little asking if he would be willing to extend that 30 day period to the May YAUFRC meeting, and he is waiting for a response. If Mr. Little refuses, there would be the need to hold a special meeting with them in an attempt to resolve the Step III Grievance. In the past they have extended it, and Solicitor Hovis does not believe there is an issue in this case. He suggested that, without knowing whether or not they would be willing, to extend this meeting to a future date.

**Consensus of the board was to address the Step III Grievance on Wednesday, May 1, 2013 at 6 p.m.**

**8. COMMITTEE REPORTS**

A. Volunteer Committee

**ECKERT** Don Eckert reported that the Volunteer Fire Company will host another Community Appreciation Day on June 15<sup>th</sup> from 10 a.m. to 2 p.m. The community appreciated the event last year to come out and see the equipment and meet with the fire service.

Mr. Eckert stated that, with regard to the new fire building, the date for return of the bids had been extended from April 18<sup>th</sup> to April 30, 2013 at 3 p.m. to allow additional time requested by the contractors. To date the bids received were from 12 General Contractors, nine Sub-Electrical Contractors and seven Plumbing and HVAC Contractors who had taken plans and specs.

**9. RESOLUTIONS AND AGREEMENTS**

A. Resolution 2013-01 Establishing a Schedule for the Disposition of Records

**MS. ZORTMAN MOVED TO APPROVE RESOLUTION 2013-01 ESTABLISHING A SCHEDULE FOR THE DISPOSITION OF RECORDS. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**10. ACTION ON MINUTES**

A. Approval of Minutes: February 19, 2013 – Fire Commission Meeting

**MR. BISHOP MOVED FOR APPROVAL OF MINUTES OF FEBRUARY 19, 2013. MS. ZORTMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**11. OLD BUSINESS**

A. New Fire Station – Update

**ECKERT** Mr. Eckert added that Tim Pasch has all the utilities resolved on Commons Drive. It had been very difficult due to water, mud, stone, etc.

**12. NEW BUSINESS**

There was no New Business for discussion.

**13. ADJOURNMENT**

**MR. FULLMER MOVED TO CONTINUE THIS MEETING UNTIL MAY 1, 2013 AT 6 P.M. AT THIS LOCATION. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

Respectfully submitted,

Signature on file at YAUFRR Headquarters

John Fullmer  
Secretary

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