

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

**SEPTEMBER 17, 2024
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, September 17, 2024 at 7:04 p.m. at YAUFRR Headquarters, 50 Commons Drive, York PA

MEMBERS IN

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

ALSO IN

ATTENDANCE: Daniel Hoff, YAUFRR Chief
Walter Tilley, Solicitor
Paul Grubbs, YAUFRR
Lester Rhoads, YAUFRR
Sue Sipe, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

ROONEY Chairman Rooney called the meeting to order and led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

ROONEY Chairman Rooney announced there would be an Executive Session following the meeting.

3. PUBLIC COMMENT

There was none.

4. MANAGEMENT/ATTORNEY REPORTS

A. Solicitor Tilley

Solicitor Tilley stated he had no additional report. He informed the Board that Solicitor Hovis will be having surgery in the near future and will be absent for several months for recovery.

B. Daniel Hoff, Fire Chief

HOFF Chief Hoff reported September 23 there will be a leadership session for several YAUFRR officers on the Gettysburg Battlefield. He invited members of the Commission to attend.

Chief Hoff indicated he was contacted by the Pennsylvania Municipal League who invited him to sit on a panel discussion during the PML summit in Scranton next month with the topic of Regionalization in Fire and EMS.

DVORYAK Mr. Dvoryak asked about an item in Chief Hoff’s report referring to Emergency Operations relating to structure fires, if that includes every structure fire attended or a selective group.

HOFF Chief Hoff explained they get dispatched to many structure fires that are not necessarily “structure fires”. He indicated the method for classifying is if it is recorded as a structure fire and the crew responded to the call and actually did work at the scene, he reports it. Otherwise, the call is not counted as an actual structure fire.

DVORYAK Mr. Dvoryak indicated Chief Hoff noted the five different fire stations listed in his report, it was his understanding there were six.

HOFF Chief Hoff indicated there are two in Springettsbury Township, two in Spring Garden Township, one in Manchester Township as well as the volunteer station which is not staffed.

DVORYAK Mr. Dvoryak noted in the report there are three staff members who are out on long-term leave. He asked how those absences are managed.

HOFF Chief Hoff explained the procedure followed to fill in for those staff members, noting the standard is there are always a minimum of two firefighters per apparatus.

DVORYAK Mr. Dvoryak referred to the kick-off meeting of the Strategic Plan on September 9, 2024. He noted there was a representative from Manchester Township and Spring Garden Township, but no representative from Springettsbury Township.

HOFF Chief Hoff indicated the notification was sent to the Chairman and the Vice Chairperson. He noted it was not based on Township and future meetings will be held at which all Commission members are invited to attend, as well as opportunities for engagement from all three communities. This will include the creation of surveys for residents to complete.

Discussion was held on the process with the development of the survey questions and it was recommended the Commission should be involved and review the final version before it is posted.

5. ACCOUNTS PAYABLES

A. Payable Listing as of August 31, 2024

**MR. DVORYAK MOVED TO APPROVE THE PAYABLE LISTING AS OF AUGUST 31, 2024.
MR. GWILT WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

6. BIDS, PROPOSALS & CONTRACTS

There were none.

7. COMMUNICATION FROM COMMISSIONERS

ROONEY Chairman Rooney indicated a proposal meeting was held last week regarding the replacement of the Grantley Fire Station. The proposals will be submitted in October and Chairman Rooney will provide an update on the scope of services. Costs for the project have not yet been calculated.

8. COMMITTEE REPORTS

A. Volunteer Committee

GRUBBS Mr. Grubbs stated the next meeting is scheduled for September 18, 2024.

B. Personnel Committee

McCUNE Ms. McCune reported the committee has not yet met to review the job descriptions.

9. RESOLUTIONS AND AGREEMENTS

There were none.

10. APPROVAL OF MINUTES – AUGUST 20, 2024 COMMISSION MEETING

**MR. MILLER MOVED TO APPROVE THE MINUTES OF AUGUST 20, 2024 FOR THE
COMMISSION MEETING AS PRESENTED. MR. GWILT WAS SECOND. MOTION
UNANIMOUSLY PASSED.**

11. OLD BUSINESS

A. Discussion/Approval Credit Card Payment Policy

HOFF Chief Hoff stated he provided a draft of the policy for the credit card payment which was reviewed by Ms. Gardner and Solicitor Hovis.

**MR. SWOMLEY MOVED TO ADOPT THE CREDIT CARD PAYMENT POLICY. MR.
MILLER WAS SECOND. MOTION UNANIMOUSLY PASSED.**

12. NEW BUSINESS

- A. Acknowledge: Minimum Municipal obligation Calculation Sheets for YAUFRR/MT Retirement Plans

MR. DVORYAK MOVED TO ACKNOWLEDGE RECEIPT OF MINIMUM MUNICIPAL OBLIGATION CALCULATION SHEETS FOR YAUFRR/MT RETIREMENT PLANS. MR. SWOMLEY WAS SECOND. MOTION UNANIMOUSLY PASSED.

13. ADJOURNMENT

ROONEY Chairman Rooney adjourned the meeting at 7:27 p.m for the Executive Session.

Respectfully submitted,

Signature on file at YAUFRR Headquarters

Thomas Gwilt
Secretary/ses