

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

**DECEMBER 17, 2024
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, December 17, 2024 at 7:00 p.m. at YAUFRR Headquarters, 50 Commons Drive, York PA

MEMBERS IN

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

NOT PRESENT: George Dvoryak, Springettsbury Township

ALSO IN

ATTENDANCE: Daniel Hoff, YAUFRR Chief
Walter Tilley, Solicitor
Todd Evans, Fire Police Captain
Lester Rhoads, YAUFRR
Bob Gundlach
Sue Sipe, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

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

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

ROONEY Chairman Rooney announced a brief Executive Session would be held following the meeting.

3. PUBLIC COMMENT

There was none.

4. MANAGEMENT/ATTORNEY REPORTS

A. Solicitor Tilley

Solicitor Tilley stated the ERISA attorney has been engaged and the process completed on the ERISA matters. He also noted Chairman Rooney and Chief Hoff are working with Fulton Bank on the pension plan presentation framework in order for the Pension Board to meet its fiduciary obligations. He noted the items the Board needs to know include the financial status

of the fund, the allocation of the investments and whether there are any recommended changes, as well as the investment performance relative to the benchmark with recommended changes.

B. Daniel Hoff, Fire Chief

HOFF Chief Hoff provided an update on the injured lieutenant which he reported to the Commissioners via email, indicating he is doing well. Chief Hoff noted the Safety Committee is investigating the situation to assure equipment is safe and practices are being followed.

Chief Hoff also updated his report involving a vehicle accident with a volunteer which is being handled by Todd Evans, Fire Police Captain.

Chief Hoff reported in regards to negotiations, a meeting was scheduled for December 16, 2024, but due to a family matter, will be rescheduled.

Chief Hoff reported Monday, December 23, 2024 a Christmas lunch will be held at Station 894 Victory from 11 AM to 1 PM. He invited all Commissioners to attend.

BISHOP Mr. Bishop asked about Chief Hoff's list of operations noting there was a structure fire which required mutual aid. Chief Hoff stated that is not an uncommon situation and it has been occurring frequently

Mr. Bishop referred to volunteer applications as mentioned in Chief Hoff's report. He asked if the applications are tracked to determine the process. Chief Hoff indicated he would expand upon the report to provide details on the process.

Mr. Bishop referred to the SAFER Grant, noting YAUFRR was turned down for the grant. He asked why they were turned down. Chief Hoff indicated SAFER does not provide any feedback on the application process.

Mr. Bishop inquired about the International Fire Code for the two townships, asking if all three municipalities are the same. Chief Hoff indicated they should all be the same except that Spring Garden Township and Manchester Township recognize the YAUFRR fire chief as the fire code official and Springettsbury Township wanted that responsibility to remain with a twp. employee.

Mr. Bishop stated he did not have an understanding of the ERISA situation as to why that occurred. Chief Hoff indicated a meeting was held with the ERISA Attorney, Mark Smith, who indicated as far as the IRS is concerned, Mission Square did not follow procedure to properly document the transfer of funds, and they did not check to confirm all active current employees were transferred before closing the accounts. Chief Hoff indicated the attorney is working on resolving the issue and is waiting on the process of the approval in order to speak on YAUFRR's behalf to continue.

5. ACCOUNTS PAYABLES

A. Payable Listing as of November 30, 2024

MR. SWOMLEY MOVED TO APPROVE THE PAYABLE LISTING AS OF NOVEMBER 30, 2024. MR. GWILT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS & CONTRACTS

There were none.

7. COMMUNICATION FROM COMMISSIONERS

ROONEY Chairman Rooney encouraged the Commissioners to be respectful, courteous and productive when providing comments and debating issues.

GWILT In recognition of the efforts and undertakings Chief Hoff consistently provides, Mr. Gwilt presented him with a personal gift which was a customized ornament.

ROONEY Chairman Rooney asked about the YAUFRR Santa Run. Chief Hoff indicated Chief Heilman coordinates this event with the volunteers. Chairman Rooney suggested joining with other agencies to expand the event to other areas.

8. COMMITTEE REPORTS

A. Volunteer Committee

EVANS Captain Evans indicated he had no report at this time.

B. Personnel Committee

McCUNE Ms. McCune reported the committee will set a time to meet to review the job descriptions.

9. RESOLUTIONS AND AGREEMENTS

A. Adopt: 2024-04 Non-Union Administrative Cash Balance Plan Amendment

HOFF Chief Hoff stated in July the Commissioners approved the resolution to create this plan which was established with seven-year vesting. He noted they informed PMRS they wanted to make sure employees including the Battalion Chiefs received credit for prior service. Because the Battalion Chiefs already have active accounts with PMRS, the prior service was not possible since they could not have two retirement plans at the same time. PMRS suggested in order to limit the time employees who are already vested, they could reduce vesting with an amendment. They decided on a five-year vesting as being a reasonable period of time, since it allows the employees to be vested once more in a quicker fashion, but also addresses the possibility of having a Battalion

Chief hired from outside the department. Chief Hoff stated Solicitor Tilley has recommended in addition to talking to PMRS to make sure there are no other financial implications, to obtain approval of the amendment to allow PMRS to complete the process at their next Board meeting. Chief Hoff stated PMRS has indicated this will not change any of the costs to YAUFRR for administration of this plan.

MS. MCCUNE MOVED TO ADOPT RESOLUTION 2024-04 NON-UNION ADMINISTRATIVE CASH BALANCE PLAN AMENDMENT TO CHANGE THE VEST INTO FIVE YEARS ON THE CASH BALANCE PLAN. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

10. APPROVAL OF MINUTES – NOVEMBER 19, 2024

MR. GWILT MOVED TO APPROVE THE MINUTES OF NOVEMBER 19, 2024 FOR THE COMMISSION MEETING AS PRESENTED. MS. McCUNE WAS SECOND. MOTION UNANIMOUSLY PASSED.

11. OLD BUSINESS

A. Discuss: Charter Agreement Amendment

Discussion was held regarding a concept of developing a committee composed of a representative from each municipality to review the charter and determine potential revisions as a first phase of the process. The second phase would involve having the committee report back to the Commission with the proposed ideas. The third phase would be having Solicitor Tilley review the ideas and suggestions, assessing them from a legal perspective and putting them in a document. Fourth phase would be final revisions and approvals as needed.

Mr. Bishop suggested all three Boards of the municipalities have the opportunity to meet together to discuss ideas before forming a committee.

Ms. McCune suggested the Commissioners discuss with their Boards any issues identified with the charter agreement to gain feedback from each municipality to be presented at a YAUFRR meeting and then determine the establishment of a committee to review and draft changes.

Chairman Rooney recommended setting a goal to provide feedback from the township boards at the February YAUFRR meeting.

Solicitor Tilley stated his role would be to look at the ideas and suggestions presented from the municipalities to determine any legal concerns.

12. NEW BUSINESS

A. Approve: 2025 Non-Union Holiday Schedule

MS. McCUNE MOVED TO APPROVE THE 2025 NON-UNION HOLIDAY SCHEDULE MR. GWILT WAS SECOND. MOTION UNANIMOUSLY PASSED.

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- B. Approve: Advertisement of the 2025 Fire Commission Meeting Schedule
- C. Approve: Advertisement of the 2025 Fire Pension Meeting Schedule

MS. McCUNE MOVED TO APPROVE THE ADVERTISEMENT OF THE 2025 FIRE COMMISSION MEETING SCHEDULE FOR THE THIRD TUESDAY OF THE EACH MONTH AND THE FIRE PENSION MEETING SCHEDULE QUARTERLY. MR. SWOMLEY WAS SECOND. MOTION UNANIMOUSLY PASSED.

13. ADJOURNMENT

ROONEY Chairman Rooney adjourned the meeting at 7:48 p.m

Respectfully submitted,

Signature on file at YAUFRR Headquarters

Thomas Gwilt
Secretary/ses