

**SPRINGETTSBURY/SPRING GARDEN TOWNSHIPS  
JOINT FIRE SERVICES COMMITTEE**

**JUNE 20, 2006  
APPROVED**

Springettsbury and Spring Garden Townships Joint Fire Services Committee convened on Tuesday, June 20, 2006 at 6:00 p.m. at the Springettsbury Township offices located at 1501 Mt. Zion Road, York, PA.

**MEMBERS PRESENT:** Austin Hunt, Spring Garden Township  
Jon Countess, Spring Garden Township  
Don Bishop, Springettsbury Township  
Ellen Freireich, Springettsbury Township  
Holly Gumke, Spring Garden Township  
Todd Langeheine, Springettsbury Township  
Bill Mader, Spring Garden Township  
John Fullmer, Jr., Spring Garden Township

**MEMBERS NOT  
IN ATTENDANCE:** Bill Schenck, Springettsbury Township

**ALSO IN  
ATTENDANCE:** John Holman, Springettsbury Township Manager  
Greg Maust, Spring Garden Township Manager  
Andrew Stern, Springettsbury Township, Int. Fire Chief  
Barry Emig, Spring Garden Township, Fire Chief  
Joe Barron, Spring Garden Township/Victory Fire Co.  
Tony Surtasky, Springettsbury Township  
David Eckman, Springettsbury Township, IAFF  
Scott Curtis, Spring Garden Township/Grantley Fire Co.  
Amanda Amspacher, Springettsbury Township Clerk  
Jean Abreght, Stenographer

**A. Call to Order**

**HUNT** Chairman Hunt called the June 20<sup>th</sup> meeting of the Joint Fire Services Committee to order at 6:15 p.m. The meeting was slightly delayed in order to provide copies of pertinent information for the Committee.

**B. Pledge of Allegiance**

**HUNT** Chairman Hunt led the Pledge of Allegiance.

**C. Determination of Voting Quorum**

**HOLMAN** Mr. Holman reported that a Quorum was present with Don Bishop (Alternate for Bill Schenck), Jon Countess, Ellen Freireich, Holly Gumke, and Austin Hunt.

**D. Approval of Meeting Minutes: May 16, 2006**

**MR. COUNTESS MOVED FOR APPROVAL OF THE MAY 16, 2006 MEETING MINUTES AS PRESENTED. MS. GUMKE WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**E. Public Participation: Comments from the Public**

There was no Public Comment.

**F. Correspondence and Other Communications**

**1. Shared Municipal Services Acceptance Letter**

**HOLMAN** Mr. Holman reported that he, Mr. Maust and Chief Emig attended a meeting of York County Board of Commissioners and made a presentation on behalf of the Board and the Townships for matching funds for Joint Fire Services. A letter was received from the Board of Commissioners notifying approval of a Intergovernmental Cooperation Grant in the amount of \$15,000 to go against the match for the local portion of the state grant previously awarded. A letter was drafted for both Township Manager's signatures to thank the County Commissioners for their efforts toward securing the funds, which will enable the project to move forward.

**HUNT** Chairman Hunt thanked all those who participated for their efforts.

**G. Peer Consultant Report Presentation (Heddon Report) to Committee**

**FERNSLER** Mr. Dean Fernsler provided copies of the Heddon Report to the Committee and indicated it is in a final draft form. He reported that Mr. Heddon's report recommended that the consolidation be pursued. A number of recommendations were made about staff, equipment and replacement vehicles, etc. In addition, it was recommended that additional work be done. A final bound copy will be provided to the Township.

**HUNT** Chairman Hunt noted that the report should be considered a subjective one, and one person's opinion, which will be combined in the end result.

**FERNSLER** Mr. Fernsler encouraged the committee to use the report as part of their toolkit and decision making, realizing that there are items to address in the future.

**HUNT** Chairman Hunt asked whether Les Adams had received a copy.

**HOLMAN** Mr. Holman responded that Mr. Adams will receive a copy. In addition, he will provide a copy to the bargaining unit members and to Bill Schenck to provide to the volunteers.

**HUNT** Chairman Hunt stated that the report is available for the public in its draft form.

**COUNTESS** Mr. Countess asked whether any formal action should be taken regarding the acceptance of the Heddon report.

**HOLMAN** Mr. Holman responded that it should be noted that the Committee accepted the report in draft form with the understanding that a formal bound copy will be received by the July meeting.

**HUNT** Chairman Hunt stated that the Committee would not formally endorse the report, but would simply thank Mr. Heddon for his work on the report.

**H. Grant Application(s) Status:**

**1. DCED Shared Municipal Service Program Grant**

**FERNSLER** Mr. Fernsler stated that the staff did an excellent job in getting information together for the grant application.

**HUNT** Chairman Hunt thanked Mr. Fernsler for his complimentary statement.

**FERNSLER** Mr. Fernsler added that it was an exceptional product, and he appreciated the attention to it.

**MAUST** Mr. Maust reported that he received an email from Senator Waugh's office, which indicated that the grants are under review by DCED.

**HUNT** Chairman Hunt asked whether an attempt had been made to coordinate a meeting of state representatives.

**MAUST** Mr. Maust responded that he would make an attempt to secure a date.

**2. York County Intergovernmental Cooperation Grant**

Action on this item was taken earlier during the Agenda.

**I. Update from Staff/Consultant:**

**1. Staff Update**

**HOLMAN** Mr. Holman stated that he would provide a staff update under Old Business.

**2. Consultant Update**

**ADAMS** Mr. Adams provided a status report to the Committee. He indicated that he had begun the process of interviews, data analysis and comparative period of review

and material. He had interviewed most of the two fire departments, and those interviews had gone very well. In addition, he met with leadership of the two unions. He met with Fire Chiefs of York City and Manchester and will meet with those in York Township. Moving forward he will begin to meet with some stakeholders, committee members and elected officials. He will schedule meetings with state officials, Fire Commissioner, state Training Director and York County Commissioners, police chiefs involved in their merger projects, and he intended to visit the 911 center. He commended Chief Emig and Interim Chief Stern, who had been very gracious to provide a second round of data, which he will review. He reported that the process is on schedule.

**HUNT** Chairman Hunt asked about the status of mailings to organizations to identify interested stakeholders.

**HOLMAN** Mr. Holman responded that he was preparing a letter which he will review with Mr. Maust to be sent to a list of major commercial properties in both townships to determine their interest in the project.

**HUNT** Chairman Hunt commented for clarification that the idea they are working on is having a somewhat generic mailing to large-scale commercial property stakeholders in the area telling them of this study and inviting their comment.

**HOLMAN** Mr. Holman added that both Central and Suburban school district superintendents will be interviewed as they be affected with delivery and services. As the largest employer in Springettsbury Township, Harley is interested in being interviewed. He added that a presentation could be made to the Rotary, Lions' Club, and civic associations. The Committee will receive a copy of the letter to be mailed, along with a list of recipients.

**HUNT** Chairman Hunt asked Mr. Adams what his ideal time frame would be to notify the stakeholders to be available.

**ADAMS** Mr. Adams responded that the interviews could be done throughout the project and would provide information and a sense of the feelings within the community about the merger process. In addition it provides an opportunity to exchange benefits and issues that can be involved with the merger.

**HUNT** Chairman Hunt asked Messrs. Holman and Maust whether it would be realistic to have a draft of the letter to the community, along with a tentative preliminary list, circulated to the Committee within two weeks for mailing within three weeks.

**HOLMAN** Mr. Holman responded he thought that could be provided.

**HUNT** Chairman Hunt expressed concern about waiting another meeting cycle to move forward. He would like mailings to be done prior to the July meeting.

**ADAMS** Mr. Adams added that in his discussions with the two managers, they mentioned some stakeholders, and he had begun to make some contacts.

**HUNT** Chairman Hunt commented that he was attempting to secure a secondary benefit of some public relations to remind residents of the merger project.

**ADAMS** Mr. Adams noted that he had not found any significant or mentionable objections or problems. He commented that the groundwork already done with the committee had paid off.

**J. Old Business.**

**1. Status of Draft Charter Agreement.**

**HUNT** Chairman Hunt noted that there had been no changes.

**HOLMAN** Mr. Holman added that it remained on the Agenda in the event there should be discussion.

**2. Identification Package Update**

**HOLMAN** Mr. Holman reported that one issue that had been a struggle was with the name of the organization. He met with Chief Emig, Andrew Stern and the Bradley Academy representatives to discuss a possible project for Bradley Academy to work with the committee to come up with a name. They came up with the term Identification Package for the project. They are looking forward to working with the bargaining units, the volunteers, and managers and getting all the input. The Identification Package would include seals on the trucks, business cards, letterhead; the patch that was developed would remain. The package would be presented to the committee for review.

**HUNT** Chairman Hunt asked whether they had grasped the concept.

**HOLMAN** Mr. Holman responded that they were very excited and had grasped the concept. Some information had been provided; however, the intent was not to constrain them but to spark imagination.

**HUNT** Chairman Hunt asked whether it would be a class project.

**HOLMAN** Mr. Holman responded that it would either be a class project or it would be assigned to five of the best students.

**HUNT** Chairman Hunt asked whether it would be a community-oriented pro-bono project.

**HOLMAN** Mr. Holman responded that one thing Bradley asked for was for the winning Identification Package to receive a stipend either for the student or for the school.

**COUNTESS** Mr. Countess mentioned that he had not been present during the previous meeting. However, he had seen a reference in the Minutes to the problem with the original logo and name. He asked whether it pertained to the logo, the name, or both.

**HOLMAN** Mr. Holman responded that the most of the problem was caused by the name.

**GUMKE** Ms. Gumke added that she thought another York area organization had used the term Metro.

**HOLMAN** Mr. Holman stated that Bradley would do a full Identification Package; however, they had been advised that the committee liked the patch. Both the paid and the volunteers will be involved in the process. The projected completion date will be in October/November. The final report from Buracker should be ready for review at that time and a full recommendation made to each municipal Board.

**K. New Business**

**WIDDALL** Mr. Ken Widdall, Member of Springettsbury Township Volunteer Fire Company, asked for clarification of the continued new study, which is underway.

**HUNT** Chairman Hunt responded that the Heddon Report was studied last year, has been compiled and submitted. One of the conclusions of the Heddon Report was that a second study, a more in-depth review, should be done which is the project being worked on by Mr. Adams of Carroll Buracker Associates.

**WIDDALL** Mr. Widdall asked whether that would include a feasibility study.

**ADAMS** Mr. Adams responded that Carroll Buracker would address any concerns if they determine that a merger would not be feasible.

**HUNT** Chairman Hunt added that if the merger begins to look feasible inside of the report, there will be detailed short-term and long-term plans to try to facilitate that.

**WIDDALL** Mr. Widdall asked what guidance had been given to the consultant.

**HUNT** Chairman Hunt stated that Carroll Buracker Associates is a nationally recognized firm that studies municipal consolidations of police and fire. They have a strong toolkit of questions to ask to drill down. They have convinced the Committee that they are the experts in asking the right questions. The Committee has given them very limited guidelines in order not to limit their thought.

**WIDDALL** Mr. Widdall asked whether it would be a good idea to formalize guidelines.

**HUNT** Chairman Hunt responded that they were provided with a formal scope of services.

**HOLMAN** Mr. Holman stated that the scope of services is within the contract. If anyone would like to review that he would make it available to them. He offered to place it on the website. He explained that it is a very wide range of scope, deals with financial information and recommendations for the future. The only item it does not deal with is implementation, which was not part of this funding effort. He added that there would be a full financial review.

**L. Committee Resolutions:**

There were none for action.

**M. Adjournment:**

**HUNT** Chairman Hunt adjourned the meeting at 6:50 p.m.

Respectfully submitted,

John Holman  
Secretary

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