

**BLUE ROCK
REGIONAL FIRE COMMISSION
Lancaster County, Pennsylvania**

Minutes

The June 2, 2011 Meeting of the Blue Rock Regional Fire District was convened at 6:00 PM in the office of Millersville Borough. In attendance were Members Breneman, Knapp, Lastowski, Bailey, Lauriello, Hagelgans and Solicitor Creme. Also in attendance were Millersville Borough Manager Arnold and Citizen Ted Gingrich .

On motion by Lastowski and second by Breneman the minutes of the May 5, 2011 meeting were approved.

On motion by Bailey and second by Lastowski the minutes of the March and April, 2011 meeting were corrected to reflect the change from 2001 to 2011, this was voted on and approved.

Hagelgans updated the board on several issues. He noted that BRFR responded to a total of 105 calls for the month of May. He updated the Board on training and apparatus purchases and sales. He also reminded the Board that the Lancaster County Firemen's Convention and parade will be held the weekend of June 3 and 4 in Millersville. Commission members Lauriello and Lastowski offered to be in the parade to represent the District. Blue Rock Fire Rescue equipment will be leading the parade.

Hagelgans provided the Board with a resolution for Workers' Compensation coverage. He discussed why this is needed to protect the members of BRFR. A discussion was held as to the need and purpose of the resolution. It was decided that the Resolution would be 2011-1. On Motion by Lastowski and seconded by Knapp the resolution was approved. A copy of the resolution is attached to these minutes.

Hagelgans explained to the Board that he had recently met with our Workers' Compensation carrier. The carrier was impressed with the work already completed by BRRFD and BRFR. The carrier will be working with Hagelgans to set up a panel of doctors for workers' compensation cases. BRRFD also received official approval from Labor and Industry to be part of the insurance pool.

Hagelgans discussed other insurances. The Board members who are public officials need to check to see if their municipal insurance covers them as members of the Board. Hagelgans will check in to liability insurance for himself and the Board members. A discussion was also held as to insurance for the BRFR Support Group. Breneman stated that their mission is to raise money for BRFR. Lauriello explained that the accountants thought there should be three (3) 501c3 organizations under BRFR, the Support Group being one of them. A discussion was held and it was determined that

Hagelgans will look for insurance that will cover the Board, BRFR and the BRFR Support group.

Hagelgans was provided a document that states that Manor Township provides the liability for the annual Tomato Festival in Washington Boro. The festival is July 9 and 16 in the Manor Township Park in Washington Boro. The Support Group will be running the event as their first fundraiser.

A question was raised by the insurer for BRFR as to the need for a "tail" insurance policy when the four insurances are consolidated. Crème explained the purpose of a tail policy rider. Hagelgans will look in to the whether we will need this or not after the complete consolidation.

Hagelgans discussed where we are currently at with the budgeting process. He met with the accountants at Bertz and Company and all four treasurers were present. A plan was discussed on how to move forward and the accountants were given an early July deadline to pull the information together. Hagelgans presented a proposal to the Board that was adopted by the four fire companies as they consolidate their finances July 1st. Lauriello asked if we need to keep an account open in each station name for long term issues, such as bequest. Hagelgans stated that the BRFR attorney is working on the details of how to continue to receive donations after the consolidation, if the donations are received in the name of one of the four fire companies.

Hagelgans mentioned that we will need to look at real estate transfer and vehicle transfer taxes when the assets are transferred to the District in December.

Hagelgans is working on a State Department of Economic Development grant, which will help pay for some of the costs of the consolidation. Some of these covered costs are the legal fees, accounting fees and the cost of re-lettering apparatus and buildings. The grant is a 50/50 matching grant, which should be for \$50000, of which the Fire Rescue will pay \$25000 to match the state's \$25000. Hagelgans stated that according to the representative form the state, Rob Brady, one of the municipalities must be the sponsoring entity on the grant application. Hagelgans is waiting for more information on this from Brady. Millersville Borough and Manor Township representatives both stated they could be used as the sponsor.

Hagelgans mentioned that the attorney for BRFR has completed a draft of the operating agreement and it has been forwarded to Solicitor Creme. Knapp stated in reviewing the document, he felt that there needs to be some language which better defines the responsibilities and authority of the Fire Commissioner. A discussion was held and the central focus needs to be on a mutually agreeable agreement. Solicitor Creme will work on the agreement, taking in to consideration all the discussion points from the meeting.

Hagelgans provided Solicitor Creme templates to create a emergency management zone. Solicitor Creme is working on creating an ordinance for the two municipalities to create this zone.

Hagelgans discussed the current problems with not having a designated office space. A discussion was held and it was decided that Hagelgans should have an office in one of the four existing fire stations.

Hagelgans stated that the Support Group is working on their By Laws. He stated that they will continue to do hall rentals when possible.

A discussion was made as to how Hagelgans will buy supplies and make purchases. Initially, the District will set up an account at Office Basics for office supplies. Long term, the District may need a credit card. A discussion was also held as to when and where Hagelgans will get a vehicle. Nothing was decided at this point and he will be reimbursed for mileage.

Two bills were brought up to the board: SMT for workers' compensation insurance and Nicholas and Hohenadel, LLP for legal work, a minutes book and official stamp. On a motion by Knapp and seconded by Breneman this was voted on and approved.

Arnold will meet with Smith about District finances.

There being no other business the Commission adjourned at 810 pm.

Respectfully submitted

By:


Secretary