

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

**Minutes**

The September 1, 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, Lauriello, Bailey and Hagelgans. Also in attendance were Millersville Borough Manager Arnold and Attorney Wanda Whare.

Chairman Lauriello announced that Attorney Whare will be the new solicitor for the District.

On motion by Lastowski and second by Breneman the minutes of the August 4, 2011 meeting were approved.

A lengthy discussion was held on the Operating Agreement. There were several typographical errors corrected and some language changes for clarity. Attorney Whare is going to make the language changes and send back to the group for review and approval. Bailey made the motion to accept the Operating Agreement with the changes and amendments. The motion was seconded by Breneman, voted on and approved. Attorney Whare was excused after the operating agreement discussion was completed.

Breneman discussed the issue with hydrants throughout the District. BRFR is working on compiling a list of hydrants and the various specifications. It is suggested that the two municipalities create ordinances that require new hydrants and replacement of existing hydrants meet one specification for ease of operation.

Hagelgans stated that he has met with the borough and township about replacing the signs on the buildings. He has a quote and as soon as approvals are received, Sign Medix will be installing new signs. BRFR is paying for the signs and we are waiting for a state grant for reimbursement on this project.

Hagelgans discussed various issues involving insurance. He met with several agents and is in the process of working on vehicle and property insurance for 2012. There are various issues with insurance and insurance coverage that he is trying to resolve. The four BRFR chiefs and Hagelgans will meet with two agents in September to try to get some clarification.

Hagelgans also noted that the Insurance Services Organization is conducting its insurance rating review for the District. If we can reduce our current rating, it will mean cost savings on property insurance for residents and businesses.

Arnold stated that he had spoken with Manager Smith of Manor Township concerning the position of part time bookkeeper for the District. Breneman and Hagelgans, while meeting with the township about the budget also had an opportunity to discuss the issue. The township has a part time employee who will be able to do the bookkeeping for the District beginning January 1, 2012. Breneman is to check on her salary, the District will pay her directly, as a contractor. She will be able to print the checks at the township providing the District buy the check stock. Hagelgans is to meet with her, Jess Ebersole and the township officials to make plans on moving forward. Bailey made the motion, seconded by Knapp to hire her as a part-time bookkeeper beginning January 1, 2012. Voted and approved.

Knapp brought up the issue of fire reports. He stated that it is a requirement that the four companies do incident reporting and that this information is submitted to the State. Knapp mentioned that with all the other items that Hagelgans is dealing with in trying to get everything operational, he does not have time to do the fire reporting. Bailey suggested that we look to get an intern from the college and pay the intern minimum wage if necessary. On a motion by Knapp, seconded by Bailey, it was recommended that a part-time person be hired at minimum wage to do fire reporting, if a free intern cannot be found. Voted and approved.

Knapp brought up the issue of recruiting and retention. He stated that we have a generational gap in the fire service. A long discussion was held as to the need to promote the fire service and the fact that fundraising is no longer required to be a member of Blue Rock Fire Rescue. Many benefits were mentioned, including some of the benefits to college students. A suggestion was made in to rebating fire tax money to active members of Blue Rock.

Breneman told the board that he and Hagelgans met with Township manager Smith and Assistant Manager Strohecker to discuss the 2011 and 2012 budgets. The township supervisors will get the information at their meeting on September 6. If the supervisor's approve the funding for the remainder of 2011, the funds will be available to build the office at Station 5. Breneman stated that neither Smith nor Strohecker had any issues with the 2011 or 2012 budget numbers. Breneman also mentioned that the township will be giving one police vehicle to Blue Rock for use as a squad vehicle.

Lauriello stated that the 2012 budget needs to be adopted with the income statement that is now included. A long discussion was held concerning the budget and the radio portion of the budget. It was determined that radios will not need to be purchased until 2013, so the radio portion of the budget can be divided in to two installments, reducing the budget for 2012. The main issue discussed with the budget was the need for proper funding due to the restrictions with the ICA. Knapp made a motion to adopt the 2012 budget with the income statement and the reduction in radio budget from \$195,000 to \$97,500 for a new total budget of \$996,720. Bailey seconded the motion. The motion was unanimously approved.

A discussion was held as to when the District would receive the quarterly payments from the municipalities. Manager Arnold is to contact Manager Smith to discuss.

Hagelgans told the board that the State grant is ready to move forward, however, all state grants are currently on hold at the state level. He also explained that the grant period for the federal grant is currently open and that work is moving forward to complete and submit this grant.

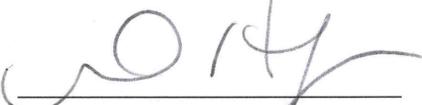
Hagelgans advised the board that he has completed the draft ordinance for establishing a emergency management zone and that the draft document has been forwarded to the borough and township for solicitor review.

Review of the employee policies was tabled.

Four bills were brought up for approval: reimbursement for Hagelgans' mileage for July and August 2011, reimbursement for postage expenses and payment of the quarterly fee for Blue Rock's worker's compensation insurance. Breneman made a motion, seconded by Lastowski to pay the bills. The motion passed.

There being no other business the Commission adjourned at 8:40 pm.

Respectfully submitted,

By:   
Duane E. Hagelgans, Secretary