

**Upper Pottsgrove Township
Fire Committee Meeting
October 18, 2007**

Members in attendance were Chairman Russell Noll, Vice Chairman Robert Sloss, Fire Marshal/President Stanley Hildenbrand and Fire Chief Tom Mattingly. Also in attendance were Scott Wagner, Robert Lightcap and Jack Layne, Township Manager.

I. Call to Order

Vice Chairman Sloss called the meeting to order at 7:05 P.M. (Chairman Noll arrived later in the meeting.)

II. Approval of Minutes

Marshal Hildenbrand moved that the September 20, 2007 Fire Committee meeting minutes be approved as submitted. Chief Mattingly seconded the motion. The motion was approved with three abstentions.

III. Reports

A. Operational Report

Chief Mattingly provided the activity report for September 2007 for Fire Company Number 1. Highlights of these reports included the following:

- There were 9 calls and 106 year to date
- There were no structure fires
- There were 2 accidents
- There were no automatic fire alarms
- There were 2 investigations
- There were no vehicle fires
- There was 1 trash fire
- One vehicle struck a deer
- There were no helicopter landings
- There were no Haz Mat incidents
- There was 1 Fire Police only calls
- Mutual aid was given 2 times
- Mutual aid was received 3 times
- Two municipalities were served
- Monthly training consisted of Pump and Driver training

Marshal Hildenbrand moved that the Operational Report be accepted as submitted. Mr. Layne seconded the motion. The motion was approved.

B. Membership Report

Marshal Hildenbrand reported that for September two applications were being investigated and one membership had been approved. There are 30 active members, 18 non Firefighters, 8 Inactive Members and 92 Life Members. Mr. Layne moved that Membership Report be approved as

submitted. Chief Mattingly seconded the motion. The motion was approved.

C. Treasurer's Report

Marshal Hildenbrand reported that the September 30, 2007 Fire Company balance was \$11,894.14 and income included \$170 for one pool fill-up and \$20,000 in grant funds that had been received from the State for the purchase of fire hoses. Chief Mattingly moved that the Treasurer's Report be approved as submitted. Mr. Layne seconded this motion. The motion was approved.

D. Fire Relief Fund

Mr. Wagner provided the September 2007 financial report for the Fire Relief Association. The checking account ending balance was \$3,656.82. He stated that the State Aid for Fire Relief allotment had been released for 2007 and the amount totaling \$32,302.05 had been received by the Township and passed onto the Fire Relief Association. Marshal Hildenbrand moved that the Fire Relief Fund September 2007 Financial Report be approved as submitted. Chief Mattingly seconded the motion. The motion was approved.

E. Fire Fund Budget Update

Mr. Layne provided the September 30, 2007 Balance Sheet for review. Vice Chairman Sloss suggested that if funds remain at the end of the year in the Fire Fund that they be put aside. Mr. Wagner supported this suggestion by stating that x amount of dollars each year should be placed into a capital fund. Marshal Hildenbrand moved that the Fire Fund Budget update be approved as submitted. Chief Mattingly seconded the motion. The motion was approved.

IV. Old Business

A. Fire Hydrant Water Pressure Issue involving Superior

There was extensive discussion on the fire hydrant testing report that was recently submitted by Superior. Comments on this matter included the following:

- Mr. Sloss expressed his concern as to whether the existing fire hydrant system was adequate for fighting fires in the Township.
- Marshal Hildenbrand stated that the Superior Report (Report) data needed to be verified.
- Mr. Sloss and Mr. Wagner suggested that Entech, the Engineering firm that provided the Report, be contacted in order to verify the Report data.
- Mr. Wagner stated that the Report showed no data on the flushing and testing of other fire hydrants.
- Mr. Sloss stated that we might want to invite Entech to a Fire Committee meeting to discuss this Report.
- Marshal Hildenbrand stated that the static pressure results show too much of a variance.
- Marshal Hildenbrand stated that he would get all the necessary documentation together and then contact Entech.

- It was suggested that the Public Utilities Commission be contacted with respect to Superior's responsibilities regarding the fire hydrants.

B. 2007 Priorities-Update and Review

It was noted that 2007 Priorities have been completed.

C. Master Plan

Marshal Hildenbrand stated that only one section of the Master Plan was not completed.

He added that the efforts to submit tax exemption status information for the Fire Company should be completed by the end of the year.

V. New Business

A. Proposed 2008 Fire Fund Budget

There was extensive discussion regarding the proposed 2008 Fire Fund Budget. Comments regarding this topic included the following:

- Mr. Sloss recommended that approximately \$100,000 in revenues be estimated for 2008.
- There was discussion regarding the amount of time remaining for payments on the vehicle loans.
- There was a recommendation that a Capital Fund/Expenditure line item be established in the 2008 Budget.
- There was a recommendation that the Township begin paying quarterly for fire hydrant rental.
- There was a consensus that the 2008 revenue was projected at \$90,550 and estimated expenditures would total \$90,550.

VI. Public Comment

- Mr. Lightcap stated that radios had been installed in the trucks.
- It was recommended that there should be some type of get together for the Fire Company around the Christmas holiday in order to show appreciation for their efforts. The Main Event was suggested as the location for this event.

VII. Adjournment

Marshal Hildenbrand moved that the meeting be adjourned at 9:39 P.M. Chief Mattingly seconded the motion. The motion was approved.

Submitted by Jack Layne, Township Manager

**The next Fire Committee meeting is scheduled for 7:00 P.M. Thursday,
December 20, 2007**