

**Upper Pottsgrove Township  
Fire Committee Meeting  
March 20, 2008**

Members in attendance were Vice Chairman Robert Sloss, Renee Spaide, Fire Marshal/President Stanley Hildenbrand and Fire Chief Tom Mattingly. Chairman Russell Noll was absent. Also in attendance was Jack Layne, Township Manager.

**I. Call to Order**

Ms. Slade called the meeting to order at 7:09 P.M.

**II. Approval of Minutes**

Marshal Hildenbrand moved that the February 21, 2008 Fire Committee meeting minutes be approved as submitted. Chief Mattingly seconded the motion. The motion was approved.

**III. Reports**

**A. Operational Report**

Chief Mattingly provided the Operational Report for the month of February 2008. Highlights of this Report included the following:

- There were 9 calls in February and 21 year to date
- There was 1 structure fire in February
- There was 1 accident in February
- There were 0 trash fires in February
- There was 1 automatic fire alarm in February
- There was 1 Fire Police only call in February
- There was 1 investigation in February
- Mutual aid was given 2 times in February
- Mutual aid was received 6 times in February
- There were no scratched calls
- Three municipalities were served in February
- In-House Training was provided both in February

Marshal Hildenbrand stated that time in service information had not been provided by the Montgomery County Radio Room. Chief Mattingly stated that the Tanker needed repair and that it would not pass inspection due to the condition of the front tires. He added that the Mack Pumper had been sent to D&D Collision for painting.

**B. Membership Report**

Marshal Hildenbrand reported that for March 2008 there was one new application that was received, two were being investigated and two were approved. He added that the March report noted that there were 28 active members, 18 non Firefighters, 15 inactive members and 93 life members. He also stated that the Fire Company would be changing its process for becoming a member of the Fire Company. He stated that the new process will allow you to pay a certain amount when you join and become a

member as opposed to having to pay an annual membership fee. Marshal Hildenbrand added that they would be starting up the Auxiliary and that an individual would have to join the Fire Company in order to be a member of the Auxiliary.

**C. Treasurer's Report**

Marshal Hildenbrand distributed the February Treasurer Report.

Highlights of this report showed an ending savings account balance of \$16,357.06 and an ending checking account of \$3,837.53.

**D. Fire Fund Budget Update**

Mr. Layne provided the February 29, 2008 Township Balance Sheets and Fire Fund payment approvals by the Commission in March 2008 for the review of the Committee. Mr. Layne stated that the Fire Fund had a February unreserved fund balance of \$53,393.07. Marshal Hildenbrand stated that they had received notifications that payment for certain bills, such as payments for the Pumper, had been delinquent. Mr. Layne stated that he would check into this matter. Vice Chairman Sloss asked Mr. Layne to identify what the Miscellaneous Line Item in the budget consisted of. He also suggested that Fire Company bills be stamped in and a copy received from the Administrative staff to assist with following up on the payment of bills.

**E. Fire Relief Fund**

No report was submitted.

**IV. Old Business**

**A. Fire Hydrant Water Pressure Issue involving Superior**

No update had been provided by Superior. Vice Chairman Sloss emphasized that the Fire Company incorporate the process for contacting Superior into the SOP and that they should do a "dry run" to insure that the Superior point of contact was in place if a fire occurred and they had to be notified.

**B. Selection of citizen representative to the Fire Committee**

There was discussion on the selection of a citizen representative to the Fire Committee. Mr. Layne noted that he had received one applicant. He added that this matter had been advertised on the Township website, on WPAZ and at the Commission meetings. It was noted, however, that it had not been advertised via the Township newsletter that is scheduled to be released in April. There was general consensus that a citizen representative should be selected at the April 17<sup>th</sup> Fire Committee meeting contingent on the Township newsletter being distributed in April. And, that the recommended citizen representative should be interviewed by the Fire Committee.

**V. New Business**

**A. Federal Grant Application**

Marshal Hildenbrand stated that he had completed approximately 81% of the FEMA Federal Grant application that was due April 4<sup>th</sup>. The total amount to be requested would be \$450,000 (e.g., \$427,500 in Federal

grant funds and \$22,500 in matching funds from the Township). Marshal Hildenbrand stated that he had reviewed last year's application and that the agency did not specify why the grant application was not awarded. Vice Chairman Sloss emphasized that contacts should be made with key Federal and State legislators regarding the Township's 2008 grant application.

**B. Past IRS matter**

Marshal Hildenbrand reported that he would be contacting the State Fire Commissioner regarding a past Internal Revenue Service (IRS) matter that could impact on the receipt of \$22,000 of State grant funding.

**C. Acquisition of new vehicle**

Lease versus purchase options were discussed regarding the acquisition of a new firefighting vehicle. Chief Mattingly stated that he would contact pertinent leasing firms (i.e., Laurel Mountain Leasing and Bay Stone Financial) and invite them to make a presentation at an upcoming Fire Committee meeting.

**VI. Public Comment**

There was no public comment.

**VII. Adjournment**

Ms. Spaide moved that the meeting be adjourned at 8:49 P.M. Marshal Hildenbrand 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,  
April 17, 2008**