

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

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

I. Call to Order

Due to the later arrival of Chairman Noll, Vice Chairman Sloss called the meeting to order at 7:10 P.M.

II. Approval of Minutes

Chief Mattingly moved that the October 16, 2008 Fire Committee meeting minutes be approved as submitted. Marshal Hildenbrand seconded the motion. The motion was approved.

III. Reports

A. Operational Report

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

- There were 13 calls and 129 year to date
- There was 1 structure fire
- There was 1 accident
- There were 0 trash fires
- There were 6 automatic fire alarms
- There were 2 Fire Police only calls
- There was 1 vehicle fire
- Mutual aid was given 2 times
- Mutual aid was received 3 times
- There were 0 scratched calls
- Three municipalities were served
- Time in service totaled seven hours and 58 minutes and there were 63 total man hours
- Pumper Training and Driver Training was provided

Marshal Hildenbrand stated that five of the automatic fire alarms came from the Pottsgrove Middle School. Vice Chairman Sloss expressed concern as to why the Middle School had not been fined for having more than three false fire alarms. Marshal Hildenbrand stated that he would review this matter.

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

B. Membership Report

Marshal Hildenbrand reported that for November 2008 there were no new applications received, none were being investigated and no memberships

had been approved. One applicant had been rejected and he noted that this action had been properly documented. He added that the report noted that there were 44 active members, 23 non Firefighters, 8 inactive members and 93 life members.

Chief Mattingly moved that the Membership Report be accepted as submitted. Chairman Noll seconded the motion. The motion was approved.

C. Treasurer's Report

Marshal Hildenbrand distributed the October 2008 Treasurer Report. There was an October 31st ending savings account balance of \$5,233.64 and an ending checking account of \$6,581.43. Marshal Hildenbrand also noted that \$25.00 would be provided to Mr. Smithson for the application fee that he had provided.

D. Fire Fund Budget Update

Mr. Layne provided the October 31, 2008 Township Balance Sheets and Fire Fund payment approvals by the Commission in October 2008 for the review of the Committee. Mr. Layne stated that the unappropriated fund balance for October 31st was \$61,493.00 and that the total liabilities and equity were \$114,886.07 for October 31st. Mr. Layne added that the Fire Fund Tax income percentage was 99.2%. He stated that he would investigate whether fire vehicle maintenance payments had been provided.

E. Fire Relief Fund

The October 2008 Fire Relief Fund report showed that there was a closing Checking Account balance of \$118,955.55, closing Money Market balance of \$27,638.84, a Fire Academy balance of \$562.00, a Certificate of Deposit of \$55,021.55 and a total of \$202,193.50 for all accounts. Mr. Wagner noted that one of the Certificates of Deposit had been closed out and moved into the Checking Account, that the disbursements totaling \$819.70 were for equipment maintenance, air pack repairs and the administration expenses for closing out the Certificate of Deposit. He further stated that a written report had not been received from the Auditor.

Marshal Hildenbrand made a motion that the Treasurer's Report, Fire Fund Budget Update and the Fire Relief report be accepted as submitted. Chairman Noll seconded the motion. The motion was approved.

IV. Old Business

A. Fire Hydrant Water Pressure Issue involving Superior

- The Committee reviewed correspondence from Superior Water Company representatives regarding their effort to provide fire protection services in the Mangers Mill area of Upper Pottsgrove and Superior's plans for upgrading service to all their customers in Upper Pottsgrove. Marshal Hildenbrand stated that the gas line needed to be moved by PECO in order for Superior to resolve the existing water pressure concerns in the Mangers Mill area.

- It was noted that New Hanover and Douglas Township were in opposition to the proposed Superior rate increase.

B. Information on leasing options for new fire truck

Marshal Hildenbrand stated that the latest information that he had obtained regarding the status of the FEMA grant whereby the Township is attempting to procure a fire truck was that the Township was not listed among the grant awardees. There was a consensus that time was running out for the submittal of the lease for a fire truck at the projected price of \$450,000. Following additional discussion on this matter, Chief Mattingly moved that the Fire Committee recommend that the Upper Pottsgrove Board of Commissioners proceed forward with the preparation and submittal of the lease documentation for a new fire truck. Mr. Duncan seconded the motion. Prior to there being a vote on this motion there was extensive discussion lead by Vice Chairman Sloss's inquiry as to how payments would be made on the fire truck once it was ordered. Responses included Mr. Wagner's statement that some funding could be provided by the Fire Relief Association, Chief Mattingly stating that the first lease payment on the fire truck would not be due until one year from date of the delivery of the fire truck and Chairman Noll stating that a separate fire truck fund should be established. Following this discussion the Committee voted to approve the motion.

C. Tax Exempt Status Application

Marshal Hildenbrand reported that the only barrier to the receipt of tax exempt status by the Fire Company was the forwarding of a check to the IRS. He stated that this matter should be resolved in short order.

D. Payment for Vehicular Repairs

Marshal Hildenbrand noted that payment had not been provided to D&D Collision for the repair of the fire truck. Mr. Layne stated that he would follow-up on this matter.

E. Fire Company Elections

Marshal Hildenbrand noted that the Fire Company had recently held annual elections. He stated that Chief Mattingly had been reelected as Fire Chief, Robert Lightcap as Deputy Fire Chief, Marshal Hildenbrand as Assistant Fire Chief and Fire Marshal and Thomas Wojton as Chief Engineer.

F. Memorandum of Understanding

Marshal Hildenbrand inquired as to what was the status of the prior suggestions regarding the Memorandum of Understanding (MOU). Following discussion on this matter there was general agreement that this matter should be recommended for discussion by the Board of Commissioners in 2009.

V. New Business

A. Holiday Gathering

Marshal Hildenbrand stated that he had contacted Fujiyama Steak House regarding having a Holiday Gathering for the Fire Company at 6:00 P.M. on Sunday, December 21, 2008. There was a consensus that this event should proceed forward. Mr. Layne stated that he would contact local businesses in order to procure needed funding for this endeavor.

VI. Public Comment

- Mr. Wagner expressed his concern with how the Fire Police were dispatched to handle traffic duty on Election Day. Vice Chairman Sloss stated that Fire Company representatives had been notified during Fire Committee meetings prior to Election Day that this service would be needed. Chairman Noll stated that the Township would thank the Fire Police for this service formally.

VII. Adjournment

Mr. Duncan moved that the meeting be adjourned at 9:26 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 18, 2008**