

**Upper Pottsgrove Township  
Fire Committee Meeting  
January 15, 2009**

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

**I. Call to Order**

Vice Chairman Sloss called the meeting to order at 7:03 P.M.

**II. Approval of Minutes**

Mr. Duncan moved that the December 18, 2008 Fire Committee meeting minutes be approved as submitted. Ms. Spaide seconded the motion. The motion was approved.

**III. Reports**

**A. Operational Report**

Marshal Hildenbrand provided the Operational Report for the month of December 2008. Highlights of this Report included the following:

- There were 22 calls and 168 year to date
- There were 3 structure fires
- There were 5 accidents with injuries
- There were 0 trash fires
- There were 7 automatic fire alarms
- There were 6 Fire Police only calls
- There were 0 vehicle fires
- Mutual aid was given 4 times
- Mutual aid was received 6 times
- There were 0 scratched calls
- Four municipalities were served
- Time in service totaled 22 hours and 11 minutes and there were 380.44 total man hours

Although Marshal Hildenbrand stated that the water pressure provided for the State Street fire was satisfactory, Vice Chairman Sloss expressed concern that the water pressure levels might not have been adequate had the fire occurred during the later hours of the day.

Ms. Spaide stated that it was good that the Township had not responded to the negative comments on the *Mercury* website regarding the recent State Street fire.

It was noted that the Fire Police come to every fire call.

Ms. Spaide moved that the Operations Report be approved. Mr. Duncan seconded the motion. The motion was approved.

**B. Membership Report**

Marshal Hildenbrand reported that there were no changes in the information provided for the January 2008 Membership Report from the December 2008 Membership Report.

**C. Treasurer's Report**

Marshal Hildenbrand distributed the December 2008 Treasurer's Report. It was noted that the Boot Drive brought in \$904.52 and that \$874.92 had been received from shirt sales to date. Vice Chairman Sloss inquired as to why the Santa Suit, Dry Cleaning, Stamps and Christmas Cards were purchased with cash as opposed to by checks. He emphasized that in order to insure that funds expended can be properly tracked that the use of checks for payment for products and services is preferred versus cash. Mr. Duncan and Ms. Spaide also requested that the amount of cash utilized to purchase the aforementioned items be provided.

**D. Fire Fund Budget Update**

Mr. Layne provided the November 30, 2008 Township Balance Sheets and Fire Fund payment approvals by the Commission in December 2008 for the review of the Committee. Mr. Layne stated due to the scheduling of the Board of Commissioners' meeting the December 31, 2008 Township Balance Sheets would be provided at the next Fire Committee meeting.

**E. Fire Relief Fund**

No reports were provided. Mr. Layne stated that he would email the November and December 2008 Fire Relief Reports to the Fire Committee when he received them.

Ms. Spaide moved that the Fire Fund Report be accepted, which was the same as last month, and that the Treasurer's Report should be revised. Mr. Duncan seconded the motion. The motion was approved.

**IV. Old Business**

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

Letters provided by Township Solicitor Charles Garner that he submitted to Superior and the Borough Authority regarding the fire hydrant water pressure and testing information were distributed and discussed. Mr. Garner had not received a response to these letters.

**B. Information on leasing options for new fire truck**

Marshal Hildenbrand stated that the fire truck lease documentation had been signed, sealed and delivered that day. He stated that we would also be applying the for 2% State loan. He added that we would submit applications for debt reduction. He further stated that the Township had been successful in procuring the State grants that we had applied for in recent years, although we had not been able to procure any Federal grant funding. He stated that we would apply for grant funding for a Brush

Truck and for refurbishing the Tanker. And, that Fire Relief funding could be provided, if needed, for paying for the new fire truck.

**C. Tax Exempt Status Application**

Marshal Hildenbrand reported that the 501© (3) tax exemption application submitted by the Fire Company had been approved!

**V. New Business**

**A. In-House Audit**

Mr. Duncan commented regarding the status of the in-house audit of the Relief Association.

**VI. Public Comment**

There was no public comment.

**VII. Adjournment**

Ms. Spaide moved that the meeting be adjourned at 8:23 P.M. Mr. Duncan 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,  
February 19, 2009**