

**Upper Pottsgrove Township
Fire Committee Meeting
August 20, 2009**

Members in attendance were Chairman Russell Noll, Vice Chairman Robert Sloss, Renee Spaide, Marshal/President Stanley Hildenbrand and Fire Chief Tom Mattingly. Gilbert Duncan was absent. Also in attendance was 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 7:15 P.M.

II. Approval of Minutes

Chief Mattingly moved that the July 16, 2009 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 July 2009. Highlights of this Report included the following:

- There were 8 calls and 79 year to date
- There were 0 structure fires
- There were 4 accidents with injuries
- There was 1 trash fire
- There were 0 automatic fire alarms
- There were 0 Fire Police only calls
- There were 0 vehicle fires
- Mutual aid was given 0 times
- Mutual aid was received 3 times
- There were 0 scratched calls
- One municipality were served
- Time in service was 4 hours and 13 minutes and man hours totaled 41.15.
- Vehicle Rescue, Driver Training and Tanker Operations training were provided while Vehicle Rescue and Advanced Fire Police are scheduled.

B. Membership Report

Marshal Hildenbrand reported that in July 2009 there were 32 Active Members, 6 Non Firefighters and 20 Inactive Members. He stated that there were 3 new applications, 3 being investigated and 2 memberships had been approved.

- Vice Chairman Sloss emphasized the importance of sound background checks being provided on firefighter applicants.

C. Treasurer's Report

Marshal Hildenbrand reported that the July 2009 month end balance for the Fire Company's Savings Account was \$16,617.45, Checking Account \$2,959.49 and Truck Fund Account \$13,511.52. He noted that there had been no recent transactions from either the Savings or Checking Accounts.

D. Fire Fund Budget Update

Mr. Layne noted that the July 31, 2009 Fire Fund expenditures were 46.3% of the 2009 budgeted total, the revenues were 98.2% and the year-to-date Unreserved Fund Balance was \$66,619.17. He further noted that the Repairs and Maintenance line item should be watched closely but that the other line items appeared to be sound. Chief Mattingly stated that the August expenditures for repairs on the Tanker would significantly increase the costs expended to date for Repairs and Maintenance. Mr. Layne commented added that the accrued interest rate on the two CDs provided to Allegheny Valley Bank was \$518.20 for the CD opened on February 13, 2009 and \$115.06 for the CD opened on May 27, 2009.

E. Fire Relief Fund

The Fire Relief reports for July 2009 were the following: the month end Checking Account balance for July 2009 was \$44,527.22, the Money Market closing balance was \$27,792.17, Certificates of Deposits were \$55,817.71 and \$51,009.08 and the total for all accounts was \$179,328.73.

IV. Old Business

A. Information on leasing options for new fire truck

Chief Mattingly reported that the work on the new fire truck was proceeding forward. He noted that he had been informed that there would be a delay in the delivery of the truck chassis but that this should not delay the proposed November delivery of the truck to the Township. He added that once the truck is delivered the truck should be completely outfitted and on the road by January 2010.

B. Miscellaneous Items

- Vice Chairman Sloss noted that a letter still needed to be sent to Harrisburg regarding the Superior Water Company.
- Marshal Hildenbrand thanked the Township's Public Works Department for removing the problematic foliage on Farmington Avenue.
- Marshal Hildenbrand noted that he would be following up with Nancy Toothaker regarding the hedge around the fire hydrant located on her property.
- Chairman Noll suggested that a letter and/or notice in the Township Newsletter be provided to residents requesting that they remove shrubbery and other inhibiting items from around the fire hydrants located on their property.
- Marshal Hildenbrand nor Chief Mattingly acknowledged that they had not seen any evidence of any fire hydrant pressure or flushing in the Township since the last meeting.

- Chairman Noll stated that he would be mailing out the letter requesting corporate funding support for the Township Fire Company since he had obtained a copy of the 501(c) (3) documentation.
- Marshal Hildenbrand stated that he had submitted the 990 Form.

V. New Business

- Vice Chairman Sloss noted that the Township was participating in National Emergency Preparedness Month for September 2009.

VI. Public Comment

There was no public comment.

VII. Executive Session

Ms. Spaide moved at 8:10 P. M. that the Committee move into Executive Session in order to discuss personnel matters. Chairman Noll seconded the motion. The motion was approved.

VIII. Adjournment

Ms. Spaide moved that the meeting be adjourned at 8:50 P.M. Chairman Noll 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,
September 17, 2009**