

**Upper Pottsgrove Township  
Fire Committee Meeting  
August 19, 2010**

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 were Erin Flanagan, Scott Wagner, Jim Folk, Keith Winnemore, Louise Knight, Dave Rinehart 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 7:08 P.M.

**II. Approval of Minutes**

Ms. Spaide moved that the July 15, 2010 meeting minutes be approved. Chief Mattingly seconded this motion. The motion was approved.

**III. Reports**

**A. Operational Report**

Chief Mattingly provided the Operational Report for the month of July 2010. Highlights of these Reports included the following:

- There were 15 calls in July and 109 calls for the year to date
- There were 0 structure fires
- There were 2 accidents with injuries
- There was 1 trash fire
- There were 2 automatic fire alarms
- There were 9 Fire Police only calls
- There were 0 vehicle fires
- Mutual aid was given 8 times
- Mutual aid was received 3 times
- There were 0 scratched calls
- Three municipalities were served
- Time in service was 19 hours and 31 minutes and man hours totaled 94.3 hours
- In-House Training and individual courses at the Academy were provided.

**B. Membership Report**

Marshal Hildenbrand reported that there were no new memberships approved in July and there were no applicants pending investigation.

**C. Treasurer's Report**

Marshal Hildenbrand reported that the month end balance for July 31, 2010 for the Fire Company's Savings Account was \$2,508.93 and the Checking Account was \$2,658.90. The amount of funding currently in the

Fire Truck Fund was \$17,339.44. He also reported that Savings Account for the Auxiliary's month end balance for July 31, 2010 was \$407.89 and the Checking Account month end balance was \$1,825.07

Vice Chairman Sloss asked if 50% of the funding received from fundraising activities would be placed into the Truck Fund. Marshal Hildenbrand stated that 70% of funds received from fundraising activities are now placed into the Truck Fund while 30% is placed into the Checking Account. Ms. Spaide stated that funds received by the Auxiliary are for their use but they can donate funds to the Truck Fund if they are able to do so. Vice Chairman Sloss emphasized his concern with there being adequate funding to pay for the new fire truck.

**D. Fire Fund Budget Update**

Mr. Layne distributed the July 31, 2010 Fire Fund report. He noted that the July 31, 2010 Fire Fund report showed additional costs for repairs and maintenance and that we needed to closely monitor this line item. Mr. Wagner recommended that any surplus funding remaining in the Fire Fund be placed into the Truck Fund. Chief Mattingly noted that \$68,500.85 is now in the Cash in Pooled Account.

**E. Fire Relief Fund**

The Fire Relief report for July 2010 was the following: the month end Checking Account balance was \$6,159.08 and there was \$295 in disbursements, the Money Market closing balance was \$49,471.90, Certificates of Deposits were \$56,688.51 and \$52,706.34 and the total for all accounts was \$165,025.83.

**IV. Old Business**

**A. Memorandum of Understanding/Proposed Revised By-Laws**

It was noted that no action had been taken on the Memorandum of Understanding (MOU) and the proposed revised By-Laws.

**B. Payment of Past Tax Invoice**

There was a brief discussion and a consensus that the Township should pay the tax invoice due to the Pennsylvania Department of Revenue by August 31, 2010 and then submit an invoice to the Fire Company for reimbursement.

**VI. New Business**

**A. Utilization of Fire Hydrants**

Superior Water representatives, Ms. Knight and Mr. Rinehart, discussed the importance of notifying Superior when utilizing a fire hydrant for other than an emergency. Ms. Knight noted that Superior has a conservation notice with respect to the use of public water. She further stated that there was a problem when the Fire Company used public water for filling public swimming pools and/or for testing purposes when Superior's customers are being asked to conserve when using water. Ms. Knight and Mr. Rinehart stated that other townships notify Superior via email and telephone when utilizing fire hydrants

for other than emergency uses. They both emphasized that when public water is utilized without Superior's knowledge water pressure and water shortage problems may occur. They also distributed copies of a Flow Data Report to the Committee. They further stated that they must abide by PUCO rules and regulations with respect to the use of public water. They stated that much of this area is serviced by Superior's Winding Creek System. Vice Chairman Sloss requested that Superior provide the Township with timely fire hydrant flow and pressure test reports and they notify the Township when they are flushing the fire hydrants. Ms. Knight stated that Superior notifies the public when they are flushing the fire hydrants via their website. Vice Chairman Sloss commented that he only witnessed the Borough of Pottstown representatives flushing fire hydrants over the past 10 year period and not Superior. Ms. Knight stated that Superior now has a SCADA system for tracking water usage and water availability.

Chief Mattingly stated that recently at Heather Place a person stated that he was a Superior representative but did not show any identification. Chief Mattingly stated that the person was taking photographs of the fire fighters using the fire hydrants for testing. Fire Company representatives requested that Superior representatives clearly identify themselves in future.

#### **B. Personnel Issue**

Following a brief discussion regarding a Fire Company personnel matter involving Ms. Flanagan, Ms. Spaide made a motion to uphold the past decision that Ms. Flanagan be expelled from the Fire Company but that she be allowed to reapply and to submit a request to become a member of the Fire Company. Vice Chairman Sloss seconded the motion. The motion was unanimously approved.

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#### **VII. Public Comment**

- Mr. Wagner thanked the Public Works Department for providing the generator on State Road when the lights went out.

#### **VIII. Adjournment**

Ms. Spaide moved that the meeting be adjourned at 8:15 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,  
September 16, 2010**