

**Upper Pottsgrove Township
Fire Committee Meeting
February 3, 2011**

Members in attendance were Chairman Russell Noll, Vice Chairman Robert Sloss, Renee Spaide, President Martin Schreiber and Fire Chief Stanley Hildenbrand. Gilbert Duncan was absent. Also in attendance were Erin Flanagan, Tom Mattingly, Zac Santiago, Jeff Laulorne, Jeremy Wozniak, Bill Marsden, Scott Wagner and Jack Layne, Township Manager.

I. Call to Order

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

II. Approval of Minutes

President Schreiber recommended that the minutes properly reflect that Fire Chief Hildenbrand is not serving in the capacity of Fire Marshal during the Fire Committee meetings. Ms. Spaide moved that the November 18, 2010 meeting minutes be approved with the amendment that Fire Chief Hildenbrand be properly notated as serving in the capacity of Fire Chief during the Fire Committee meetings and not also as Fire Marshall. Chief Hildenbrand seconded this motion. The motion was approved.

III. Reports

A. Operational Report

Chief Hildenbrand provided the Operational Report for the months of November and December 2010. Highlights of these Reports included the following:

- There were 13 calls in November, 16 in December and 171 calls for the year to date
- There were 2 structure fires in November and 5 in December
- There were 0 accidents with injuries in November and 0 in December
- There were 3 trash fires in November and 0 in December
- There was 1 automatic fire alarm in November and 2 in December
- There were 4 Fire Police only calls in November and 3 in December
- There were 0 vehicle fires in both November and December
- Mutual aid was given 6 times in November and 3 times in December
- Mutual aid was received 2 times in November and 6 times in December
- There were 0 scratched calls in both November and December
- Four municipalities were serviced both in November and December

Time in service was 17 hours and 6 minutes with the total man hours being 109 in November and time in service was 16 hours and 31 minutes with the total hours being 56 in December.

In-House Training and continuing MCFA courses were provided in November and December.

There was a brief discussion regarding Township non-residents providing payment for emergency/public safety services provided by the Township. Mr. Mattingly noted that the Township had approved ordinances regarding this matter.

B. Membership Report

President Schreiber stated that in November there were 0 new applicants, 0 being investigated and 1 new membership approved. He added that in December there were 5 new applications, 2 being investigated and 2 memberships approved.

C. Treasurer's Report

President Schreiber reported that the month end balance for November 30, 2010 for the Fire Company's Savings Account was \$2,510.77 and the Checking Account was \$5,493.10. The amount of funding currently in the Fire Truck Fund was \$17,678.58. President Schreiber reported that the month end balance for December 31, 2010 for the Savings Account was \$2,511.04 and the Checking Account was \$9,415.05 and that the Fire Truck Fund balance was \$17,680.46. He also stated that the Savings Account for the Auxiliary's month end balance for November 30, 2010 was \$408.19 and the Checking Account month end balance was \$1018.92. He further stated that the Savings Account for the Auxiliary's month end balance for December 31, 2010 was \$408.23 and the Checking Account month end balance was \$982.06. Vice Chairman Sloss emphasized that 50% of the funds obtained from the fund drive should be designated to the Truck Fund. President Schreiber agreed with this recommendation and stated that these funds would be provided in one lump sum payment. Ms. Flanagan added that when this matter was initially discussed by the Fire Committee there was agreement that 75% of funds earned from the fund drive would be provided to the Truck Fund.

D. Fire Fund Budget Update

Mr. Layne distributed the November 30, 2010 and December 31, 2010 Fire Fund reports. He noted that there was a \$21,493.89 surplus in this Fund for the year ending December 31, 2010. He noted that the projected expenditures for Gasoline/Diesel were only \$76.18 over budget, when he had thought that they might be much higher due to rising gas/diesel prices. He noted that the Township will have to continue to closely monitor the repairs and maintenance line item during 2011. It was noted by Vice Chairman Sloss that the \$100,000 expenditure earlier in the year for the new fire truck had been placed in the wrong line item. He added that this expenditure should be placed under Vehicle Lease Expense and not the Equipment Purchase – Tanker line item. Vice Chairman Sloss also noted that 100.6% of the total Real Estate Tax revenue was received last year.

E. Fire Relief Fund

The Fire Relief Report for November 2010 was the following: the month end Checking Account balance was \$10,355.01, the Money Market closing balance was \$74,735.99, Certificates of Deposits were \$56,851.07 and \$52,839.67 and the total for all accounts was \$194,781.74. The Fire Relief Report for December 2010 was the following: the month end Checking Account balance was \$6,403.40, the Money Market closing balance was \$74,761.38, Certificates of Deposits were \$56,892.45 and \$52,872.25 and the total for all accounts was \$190,929.48.

IV. Old Business

There was no Old Business discussed.

V. New Business

- President Schreiber discussed a proposal by Stonhard to water proof and upgrade the truck bays in the Fire Company. He noted that the cost to provide the waterproofing membrane and Tectop UF Decorative Flake for all three bays would cost \$33,600. He added that the cost for providing the waterproofing membrane without the Tectop UF Decorative Flake would be \$19,800. Chairman Noll noted that the floors needed to be done. Mr. Mattingly noted that the middle two bays are on solid ground. It was also noted that there could be a structural problem with the floor that needed to be addressed. Mr. Wagner suggested moving the trucks that do not have water to different bays. Mr. Santiago suggested that another dressing room (e.g., approximately 10 to 12 feet from the bay wall) could be constructed in the meeting room area in the Fire Company to accommodate the firefighting gear. Vice Chairman Sloss and President Schreiber agreed to meet next week to further review this matter.

VII. Public Comment

- Mr. Wozniak noted that the fire hydrant located adjacent to the Township Building had been recently damaged. Mr. Layne stated that he had contacted Superior immediately when he was notified that a vehicle had damaged the fire hydrant. Chairman Noll stated that an SUV had collided with the fire hydrant and that it was still turned from the force of the accident. Mr. Layne was asked to contact Superior regarding this matter and to request a written report as to the status and condition of the fire hydrant.
- It was noted that the florescent light system was not working properly. The ballasts are bad. Mr. Layne was requested to contact the contractor (Mark Pufnock, Pufnock Power & Lighting) regarding this matter.
- Mr. Santiago also noted that the siren was not working. He suggested that funds could be better utilized to pay for an in-house system as opposed to upgrading this siren. Ms. Spaide stated that sirens are still good for the more rural areas. Chairman Noll stated that we would need more information on what an in-house system would comprise. Mr. Layne was

requested to contact Mr. Pufnock to investigate the cost of providing a siren driver into the siren.

VIII. Executive Session

The Fire Committee moved into Executive Session to discuss personnel items. It was noted that no decisions would be made during this Executive Session.

IX. Adjournment

Ms. Spaide moved that the meeting be adjourned at 10:08 P.M. President Schreiber 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 17, 2011**