

**Upper Pottsgrove Township
Fire Committee Meeting
April 21, 2011**

Members in attendance were Chairman Russell Noll, Vice Chairman Robert Sloss, Renee Spaide, President Martin Schreiber and Fire Chief Stanley Hildenbrand. Also in attendance were Pete Dolan, Commissioner, Thomas Wojton, Erin Flanagan, Tom Mattingly, Matthew Galamba, Jeremy Wozniak, Bill Marsden, Jim Folk, Scott Wagner and Jack Layne, Township Manager.

I. Call to Order

Vice Chairman Sloss called the meeting to order at 7:02 P.M. due to the later arrival of Chairman Noll.

II. Approval of Minutes

Ms. Spaide moved that the March 17, 2011 meeting minutes be approved as submitted. President Schreiber seconded this motion. The motion was approved.

III. Reports

A. Operational Report

Chief Hildenbrand provided the Operational Report for the month of March 2011. Highlights of this Report included the following:

- There were 14 calls in March and 48 calls for the year to date
- There were 2 structure fires
- There were 0 accidents with injuries
- There were 0 trash fires
- There was 1 automatic fire alarm
- There were 7 Fire Police only calls
- There was 1 vehicle fire
- Mutual aid was given 8 times
- Mutual aid was received 3 times
- There were 0 Fire Police scratched calls
- Five municipalities were serviced

In-House Training and Hazmat Ops Refresher was provided.

Vice Chairman Sloss asked about the status of the effort to obtain revenue from non residents for emergency services provided by the Township. It was noted that the effort would focus on obtaining this revenue from the insurance companies of those non residents served by the Township. It was also noted that this effort would be supported by the development and approval of an ordinance authorizing the Township to be reimbursed for these services provided.

B. Membership Report

President Schreiber stated that in March there were 0 new applicants, 0 being investigated and 0 new memberships approved.

C. Treasurer's Report

President Schreiber reported that the month end balance for March 31, 2011 for the Fire Company's Savings Account was \$2,511.82 and the Checking Account was \$11,400.91. The amount of funding currently in the Fire Truck Fund was \$24,161.14. He further stated that the Savings Account for the Auxiliary's month end balance for March 31, 2011 was \$408.35 and the Checking Account month end balance was \$973.58.

D. Fire Fund Budget Update

Mr. Layne provided copies of the March 31, 2011 Fire Fund Report. He noted that the March Fire Fund Report line items to monitor closely were gasoline/diesel due to rising fuel prices and repairs and maintenance costs for existing vehicles. He also stated that Fire Taxes were 29.5% of the budgeted total for the year.

E. Fire Relief Fund

The Fire Relief Report for March 2011 was the following: the month end Checking Account balance was \$4,310.45, the Money Market closing balance was \$74,835.14, Certificates of Deposits were \$57,012.76 and \$52,970.08 and the total for all accounts was \$189,128.43. Mr. Wagner stated that the \$463.00 expenditure was for the cost for the purchase of four flashlights with chargers. There was a brief discussion regarding sources for investing CDs. Mr. Dolan suggested that Michael HENZES be contacted.

IV. Old Business

- Vice Chairman Sloss asked about the status of the reports that the Fire Company must provide to the Federal government. President Schreiber stated that the 990 forms have been provided to a qualified CPA for completion and that they should be submitted by the May 15, 2011 due date. Mr. Wagner stated that the reports show the flow of funds in and out for the Fire Company which is a 501© (3) entity.
- President Schreiber reported that the PEMA loan closing is scheduled for May 2, 2011. He stated that he was waiting for the review letter from the Township Solicitor.

V. New Business

A. Review of By-Laws and Memorandum of Understanding

Following a brief discussion on this matter, Ms. Spaide stated that the By-Laws and Memorandum of Understanding should be approved by the Fire Committee not the Board of Commissioners. Mr. Wagner stated that at the next Fire Committee meeting that the By-Laws could be amended by the Fire Committee. Ms. Spaide emphasized that the goal was for the Fire Committee to monitor the Fire Company.

B. Water pressure issues

President Schreiber noted that there was a water pressure problem with the fire hydrants provided by Superior. Following a brief discussion on this

matter there was a consensus that Superior should be asked to provide the Township with three to four Hydrant Assist Valves which would be placed inside of the firefighting vehicles. There was an extensive discussion on the importance of having adequate water pressure in order for fire hydrants to be properly utilized for fighting fires. There was a consensus that it was critical that adequate water pressure be provided by all fire hydrants located in the Township. Chairman Noll directed that the Mr. Layne contact Superior and request that they provide the most recent fire hydrant pressure test report from Superior along with their fire hydrant rental agreement with the Township. Mr. Mattingly noted that it was up to the Township to establish fire hydrant standards.

C. Building Maintenance

President Schreiber reported that information had been provided by an electrical contractor regarding the upgrading of the light fixtures in the Fire Company. He stated that the light ballasts are bad and old. He recommended that the florescent lights be replaced with 8 foot lights and hold off with providing new fixtures.

President Schreiber noted that the new tanker truck grant was being prepared and that a new tanker may be 3 feet longer than the existing tanker. He recommended that we go for the grant and that the 3,000 gallons of water that is in both the old and new tankers are needed.

D. Old Ambulance

President Schreiber stated that an old ambulance was for sale in the Coatesville area and that it was 14 years newer than the existing vehicle that it would replace.

VI. Public Comment

- President Schreiber reported that there were two applicants for the Fire Committee vacant position

VII. Executive Session

The Fire Committee moved into Executive Session to discuss personnel items.

VIII. New Business (cont.)

The Committee reconvened the regular meeting at 9:15 P.M. Ms. Spaide moved that the Fire Committee approve a motion to suspend the Fire Chief for a six month period for significant negligence. Mr. Layne seconded the motion. The motion was approved by a vote of three to two: those who voted in favor of the motion were Chairman Noll, Ms. Spaide and Mr. Layne and those against the motion were President Schreiber and Vice Chairman Sloss.

IX. Adjournment

Ms. Spaide moved that the meeting be adjourned at 9:17 P.M. Vice Chairman Sloss 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,