

**Upper Pottsgrove Township
Fire Committee Meeting
October 20, 2011**

Members in attendance were Chairman Russell Noll, Chairman, Vice Chairman Robert Sloss, Renee Spaide, President Martin Schreiber, Bill Marsden and Matthew Galamba, Fire Captain. Also in attendance were Elwood Taylor, Erin Flanagan, Stanley Hildenbrand, Jeremy Wozniak, Scott Wagner, Tom Mattingly, Jeff Levengood, Chris Short, Travia Vanzille, James Folk 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 7:35 P.M.

II. Approval of Minutes

President Schreiber moved that the August 18, 2011 meeting minutes be approved as submitted. Captain Galamba seconded the motion. The motion was approved.

III. Report

A. Operational Report

Captain Galamba provided the August and September 2011 Operational Reports.

Highlights of these Reports included the following:

- There were 29 calls in August, 11 in September and 141 calls for the year to date
- There were 4 structure fires in August and 0 in September
- There were 2 accidents with injuries in August and 3 in September
- There were 0 trash fires in August and September
- There were 0 automatic fire alarms in August and 1 in September
- There were 10 Fire Police only calls in August and 3 in September
- There were 2 vehicle fires in August and 0 in September
- Mutual aid was given 9 times in August and 3 times in September
- Mutual aid was received 4 times in August and 2 times in September
- There was 1 Fire Police only scratched call in August and 0 in September

Five municipalities were serviced in August and three in September. Time in service was 33 hours 21 minutes and the total man hours were 153 hours and 20 minutes in August and 9 hours and 22 minutes and the total man hours were 22 hours and 53 minutes in September. Monthly training included In House Training and EMT Training in August and In House Training, EMT Training and VRT Training in September. Vice Chairman Sloss asked whether there were injuries in the structural fires and there were none and that no information was available on the property damage cost estimates. He also asked about the scratched call being for Fire Police only and that the wires call had to do with wires being down due to the storms.

B. Membership Report

President Schreiber reported that there was an applicant who was denied in September. He added the following: that the Secretary had stepped down for personal reasons, there was one firefighter injury in October and there was a new Fire Police Captain.

C. Treasurer's Report

President Schreiber reported that the month end balance for August 31, 2011 for the Fire Company's Savings Account was \$2,548.15, the Checking Account was \$10,378.33, the Truck Fund was \$28,473.28 and the Property Fund was \$10,003.71 and for September 30, 2011 the Savings Account \$2,548.41, the Checking Account was \$10,628.33, the Truck Fund was \$28,476.21 and the Property Fund was \$10,005.87. He added that the Auxiliary Report for September 30, 2011 showed a Savings balance of \$408.59 and a Checking balance of \$543.79. Vice Chairman Sloss suggested that the Fire Company contact a CPA to investigate trying to locate a better location for placing the Truck Fund and Property Fund accounts to see about obtaining higher interest rates and a better return on investment.

D. Fire Fund Budget Update

Mr. Layne provided copies of the September 30, 2011 Fire Fund Report. He noted that the total retail estate taxes received to date were 95.9% of the budgeted amount. He also noted that there would continue to be a close monitoring of the operating expenses. Mr. Layne requested input from the Committee regarding the proposed 2012 Fire Fund Budget. President Schreiber recommended that an additional \$12,000 be added to Line Item 03-411-384 VEHICLE LEASE EXPENSE to cover the additional cost for the annual PEMA Loan payment. Although Vice Chairman Sloss was against this recommendation, there was a consensus to approve this recommendation.

E. Fire Relief Fund

The Fire Relief Report for August 2011 was the following: the month end Checking Account balance was \$7,775.60, the Money Market closing balance was \$97,010.93, Certificates of Deposits were \$0.00 and \$53,136.82 and that Total Relief Assets were \$157,923.35. He added that for September 2011 the Checking Account balance was \$4,945.89, the Money Market closing balance was \$97,022.89, Certificates of Deposits were \$0.00 and \$53,170.67 and the Total Relief Assets were \$155,139.45. It was stated that a one-time payment of \$62,000 had been received from the State that will be shown in the October Fire Relief Report. It was noted that elections would be held to fill vacated Fire Relief positions.

IV. Old Business

A. Proposed By-Law Revisions

- Following a brief discussion, Captain Galamba made a motion to recommend that the Upper Pottsgrove Township Board of Commissioners adopt Section 1, Article II – Purpose of the proposed amended Fire Company No. 1 By-Laws. President Schreiber seconded the motion. The motion was approved.

B. Superior Fire Hydrant Issues

There was a consensus that a subcommittee of the Fire Committee should meet with Superior Water Company representatives to discuss issues and concerns identified by the Fire Committee. There was a recommendation that this meeting be held at 11:00 A.M. on October 25, 2011 at the Township Administration Building to discuss the following items: out of service hydrants, hydrant flushing report detail, low water pressure, maintenance requirements and the contract with Superior and the Township for fire hydrant services.

C. Payment for Emergency Services Provided

There was discussion regarding a proposal to charge residents and non residents for EMT services provided in the Township. There was a request that the Township Solicitor be contacted to determine if a Township Resolution was needed to put this proposal into effect. Chairman Noll inquired as to how the fees would be applied. Ms. Spaide expressed her concerns with implementing this proposal. Captain Galamba stated that NORCO was doing this now.

D. FEMA Grant Application

President Schreiber noted that letters of support for the Fire Company's FEMA Grant Application had been provided by Senator John Rafferty, State Representative Thomas Quigley and Congressman Charles Dent. He added that the funding request was for \$510,000. He added that the 5% of the matching funding required with the grant could be provided by the Fire Company's Truck Fund.

V. New Business

- President Schreiber stated that the Fire Company car was being sold on MuniBid.
- President Schreiber stated that new pumps were needed for pumping water out of basements. He stated that three were needed costing approximately \$500 each.

VI. Public Comment

There was no Public Comment.

VII. Executive Session

The Committee went into Executive Session at 8:55 P.M. to discuss personnel matters.

IX. Adjournment

Captain Galamba moved that the meeting be adjourned at 9:30 P.M. Ms. Spaide seconded the motion. The motion was approved.

Submitted by Jack Layne, Township Manager

**The next Fire Committee meeting is scheduled for 7:30 P.M. Thursday,
November 17, 2011**