

**Upper Pottsgrove Township  
Fire Committee Meeting  
November 17, 2011**

Members in attendance were Chairman Russell Noll, Vice Chairman Robert Sloss, Elwood Taylor, President Martin Schreiber, Bill Marsden and Stanley Hildenbrand, Fire Chief. Renee Spaide was absent. Also in attendance were Erin Flanagan, Jeremy Wozniak, Scott Wagner, Tom Mattingly, T.J. Wojton, Travis Vanzille and Jack Layne, Township Manager.

**I. Call to Order**

Chairman Noll called the meeting to order at 7:32 P.M.

**II. Approval of Minutes**

President Schreiber recommended that the October 20, 2011 proposed meeting minutes be revised under the Membership Report to state that the Secretary and not the Membership Secretary had stepped down for personal reasons and under New Business that the three pumps that were needed cost \$500 and not \$400 each.

Vice Chairman Sloss moved that the October 20, 2011 meeting minutes be approved as amended. Mr. Marsden seconded the motion. The motion was approved.

**III. Report**

**A. Operational Report**

Chief Hildenbrand provided the October 2011 Operational Report.

Highlights of this Report included the following:

- There were 15 calls in October and 156 calls for the year to date
- There was 1 structure fire
- There were 0 accidents with injuries
- There was 1 trash fire
- There was 1 automatic fire alarm
- There were 3 Fire Police only calls
- There was 1 vehicle fire
- Mutual aid was given 2 times
- Mutual aid was received 4 times
- There was 1 Fire Police only scratched call

Four municipalities were serviced. Time in service was 10 hours 30 minutes and the total man hours were 40 hours. Monthly training included Driver/Pump Training and In House Training. Chief Hildenbrand stated that calls were logged into the County.

**B. Membership Report**

President Schreiber reported that there was no Membership activity in October.

**C. Treasurer's Report**

President Schreiber reported that the month end balance for October 31, 2011 for the Fire Company's Savings Account was \$2,548.63, the Checking Account was \$9,403.33, the Truck Fund was \$28,478.63 and the Property Fund was \$10,007.61. President Schreiber reported that the Property Fund was started with a financial gift that was bequeathed in a Will to the Fire Company. Vice Chairman Sloss commended President Schreiber regarding the format and information provided in the Treasurer's Report.

**D. Fire Fund Budget Update**

Mr. Layne acknowledged and thanked Mr. Taylor for donating funding towards the purchase of pumps to be utilized by the Fire Company. Mr. Layne provided copies of the September 30, 2011 Fire Fund Report. He stated that due to the date of the Fire Committee meeting this month that the October 31, 2011 Monthly Financial Report was not available for to the Committee.

**E. Fire Relief Fund**

The Fire Relief Report for October 2011 was the following: the month end Checking Account balance was \$5,632.89, the Money Market closing balance was \$139,134.90, Certificates of Deposits were \$0.00 and \$53,203.45 and that Total Relief Assets were \$197,971.24. It was noted that the \$11,208.32 disbursement was for the new fire truck. The new officers for the Fire Relief Fund are the following: Jerry Wozniak, President and T.J. Wojton, Treasurer.

**IV. Old Business**

**A. Proposed By-Law Revisions**

Chairman Noll stated that the Upper Pottsgrove Township Board of Commissioners adopted Section 1, Article II – Purpose of the proposed amended Fire Company No. 1 By-Laws at their last meeting.

**B. Activities**

President Schreiber reported that the Fire Company vehicle had been sold. Mr. Layne stated that the electrician had been contacted to move the lights near the new closet area in the Fire Company.

**B. Superior Fire Hydrant Issues**

Mr. Layne stated that he, President Schreiber and Chief Hildenbrand had recently met with Louise Knight at Superior. The issues discussed included improving communication between Superior and the Fire Company, fire hydrant water pressure concerns, flow rate requirements and fire hydrant flushing reports. Mr. Taylor stated that Superior could not be forced to build a perfect system. Vice Chairman Sloss was insistent that Superior provide a written report documenting fire hydrant flushing by Superior in the Township. Chairman Noll stated that Superior could take the time to provide a written report as requested by the Township.

There was discussion regarding the fire hydrant located adjacent to the Township building. Mr. Mattingly stated that Superior had placed the billiards near the fire hydrant.

It was noted that Assist Valves, which help to provide more flow at the nozzle, could be requested from Superior.

**C. Miscellaneous items**

- The title for the vehicle purchased from the North End Fire Company has not been received.
- Bob Lightcap is doing better.
- The condition of the masonry wall at the entrance of the Township building was discussed. President Schreiber provided documentation on masonry care and treatment and emphasized that the wall was in need of repair prior to the oil dry being recently spilled onto it. Chairman Noll requested that LTL look at the integrity of the wall and that a cosmetic clean-up of the wall be provided.

**V. New Business**

- It was noted by Chief Hildenbrand that a Fire Fighter had been injured on Community Day. Initially his Workers' Compensation claim was denied by the insurance carrier because they requested documentation verifying that the Township had requested that the Fire Company attend Community Day. He stated that once documentation was provided by the Township requesting the attendance of the Fire Company at Community Day then his claim was approved by the insurance provider. He added that this occurrence shows that the Township should provide a letter and/or written documentation to the Fire Company requesting that they participate in a specific event or program.
- Chief Hildenbrand stated that Farm and Home was no longer the fuel provider for the Fire Company. He stated that Pacific Pride was desired but that they were now using Gift but would consider other alternatives.
- President Schreiber distributed and read a letter announcing his resignation as the President of the Fire Company. Chairman Noll apologized for his having done anything that might have contributed to President Schreiber's desire to resign from this position. Chairman Noll added that there were a number of personal issues beyond his control that impacted on him this year. President Schreiber stated that Mr. Marsden would become the new President of the Fire Company. Vice Chairman Sloss asked if President Schreiber would consider remaining as President until the end of the year. President Schreiber said no. Mr. Marsden thanked President Schreiber for all of the hard work that he had done as the President.

**VI. Public Comment**

- Mr. Wozniak thanked Mr. Taylor for his financial contribution towards the purchase of a basement pump.

- Mr. Mattingly asked what was the standard procedure for taking gear off of the rack. Chief Hildenbrand stated that Mr. Mattingly had not responded to a fire call in over a year. Chief Hildenbrand stated that Mr. Mattingly's gear had been removed prior to his coming back to the Fire Company. Mr. Mattingly stated that he had attended events other than fire calls over the past year. Chief Hildenbrand stated that Mr. Mattingly's personal items were still in his gear and added that Captain Matt Galamba had sent Mr. Mattingly a certified letter regarding this matter. Chairman Noll requested that Chief Hildenbrand follow-up with Captain Galamba regarding the proper procedure for handling this matter. Mr. Marsden stated that based on the Fire Company By-Laws that it is the Fire Chief's decision to review past practice. Chairman Noll emphasized that he wanted to insure that everyone was treated equally with respect to the pulling of gear.

**VII. Executive Session**

The Committee went into Executive Session at 9:17 P.M.

The Committee ended Executive Session at 9:25 P.M.

**VIII. New Business (Continued)**

President Schreiber moved that his name be taken off of the Fire Company's checking account and the individuals on the checking account would be Jeremy Wozniak, Jeff Lawhorne and Stanley Hildenbrand. Vice Chairman Sloss seconded this motion. The motion was approved.

**IX. Adjournment**

Chief Hildenbrand moved that the meeting be adjourned at 9:38 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 7:30 P.M. Thursday,  
December 15, 2011**